

Highlights

- Initial meeting for Architectural Programming project
- Spring into Summer Kick Off
- Summer prep underway
- May usage on par with or above same period in 2023. Memorial Day Weekend traffic was 8% off 2019 figures.

Areas of Focus

- Architectural Programming – Initial meeting with SOSH Architects held on June 5, included walkthroughs in both facilities. Next step is to receive the program summary from the architects.
- Spring into Summer 2024
 - Working with Borough partners to market this new initiative as widely as possible.
 - Coordinating, staffing, and attending associated events.
- Summer 2024
 - Seasonal Employment - Completed interview process. Recommendation pending Board approval.
 - Events - Wrapping up final contracting details for featured summer events.
 - Marketing – Finalized/received key summer publications including the Summer Guide, CIO at the HC Newsletter, and Kids Summer Guide. Coordinating seasonal marketing items (signs, giveaways, etc.).
 - Facilities - Making updates to library public and staff areas in anticipation for increased traffic in June. (Third computer at circulation desk, increased publication display, and testing new queue set up.)
- 2024 Exhibit – Notable Women of Avalon exhibits installed at the History Center. Interest already generated, in part due to the CIO Newsletter, and a recent Seven Mile Times article.
- 2023 Audit – Report received, under Board review.
- 2024 Return of Surplus Application – Prepared the application packet for Board review.
- New Qualified Purchasing Agent – Drafted agreement, recommendation pending Board approval.
- Artemis – Completed approved document deaccessioning through the State’s Artemis system.

Strategic Goals

Strengthening Community Connection (Library & History Center use and facilities, Collections, and Digital Resources)

- Bookable Spaces – Individual work/study spaces received in May, anticipated for implementation in June.
- Wayfinding – Adding banners and working with Borough for inclusion in existing signage to improve visibility of the History Center and Library in town.
- Koha Library System – Developed training sessions to address lesser used features in advance of summer.
- Library/Municipal parking – Borough ordinance restricting overnight parking in the library/school lot is in effect.
- Phones – Reviewing options to improve routing of incoming phone calls.

Cultivating Culture in the Community (Marketing, Community & Staff Engagement, and Events)

- Summer Reading Program – Kicked off Memorial Day Weekend. Over 80 participants registered as of June 7.
- Social Media – Following the new approach to social media posting, evaluating engagement with recent posts.
- Outreach – Recent staff outreach activities included the Memorial Day ceremony and Recreation Dept. fitness classes. Also preparing resource support for the Diller Home.
- Kids’ Beach Reads Initiative – Launched a kid-specific beach read section for summer 2024.
- Staff Development Sessions – Staff participated in sessions focused on communication and customer service, and worked in small groups for a tie-dye activity.
- Staff Strategic Committee – The first committee meeting following the updated 2024-2026 plan was held in May. Two new subcommittees were formed: Local Business Engagement & Resource Campaign Development
- NJLA Conference – Various staff attended the recent New Jersey Library Associate conference in Atlantic City, attending various sessions focused on resources and services.
- Hometown Heroes – Distributed the updated 2024 booklet, starting with the annual Memorial Day ceremony.