



Avalon Free Public Library & History Center Report November 2018

Administrative

- **2019 Budget** – Finalized recommendations for the 2019 operating budget.
- **HC Addition** – Met with architect regarding design specifications for History Center addition.
- **Disaster/Emergency Planning & Preparedness**
 - Staff Security Training – Completed training for Missing Child, Youth w/out Caregiver, and Medical Emergencies/Workers' Compensation
 - Share 911 – Finalizing the details for use of this service.
- **Staff Strategic Planning Committee** – Held our 4th quarter meeting. Reviewed subcommittee research and recommendations for the following strategic plan proposed projects:
 - Online Book Club
 - HC mini exhibits at the Library
 - Changes to magazine circulation rules
 - Service/program recommendation bookmark
 - Off season mailed quarterly program guide
 - Materials vending in the community
 - Identify tools for remote program access

Strategic

Increase Use (Library & History Center use, Collection Development, Programming, Analytics)

- **Spring 2019** – Completed program planning and scheduling for February – May 2019.
- **Bay Atlantic Symphony** – Working with the Bay Atlantic Symphony to consider options for 2019.
- **Summer Program Planning** – Planning for summer has begun! Some additions to our regular slate of summer programming include a Teen Tuesday series, the return of a popular music group, and a great line up of authors.
- **Historical Society Annual Open House** – AHS held their annual Holiday gathering the first Saturday in December.
- **Library Collections' Committee** – Formed a Collections' Committee in response to the organization's goal to increase focus on collections and the materials' selection process.
- **Library By Mail** – Continuing to evaluate opportunities to simplify the process and tools required for Library by Mail service.

Spread Awareness (Marketing, Service, and Community Engagement)

- **Community Engagement** – Participated in community engagement activities during Thanksgiving weekend festivities, including sponsorship of live music & art bar, plus representation at Festival of Trees.
- **Video Marketing** – Focusing on video tools for marketing future featured resources.
- **Borough of Avalon Flood Reports** – A copy of the packet has been put on file in the library for community use/access.
- **HC Collections** – Collections Committee recommends the following for acceptance into the collection:
 1. 09/21/2018 – Sue Keen
Windrift card from 1978 in the name of Sue Keen, #1278
 2. 10/02/2018 – Diana B. Adams
Framed print of Avalon Hotel
 3. 10/17/2018 – Claire Connors

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- Avalon Centennial New Year's Eve Champagne Gala bottle of champagne, in jute bottle bag with bamboo handles
Design for Centennial Gala Invitation by Dina Ebner
4. October 2018 – Avalon Historical Society
2 sheets of architect plans for 254 6th St., Avalon. Chrisina Amey Architect, LLC dated 09/18/2018
 5. October 2108 - Carl Mattia
Child's tricycle
 6. 11/26/2018 – Mike Quinn
2018 AYC Yearbook
 7. October 2018 – Loretta Finnegan
1977 Cape May Handbook

Foster Innovation (Digital Outreach, Technological Literacy, Innovation, Staff Engagement)

- **Comcast Fiber** – The Library is considering switch to Comcast Fiber to improve internet service for users and staff.
- **2019 JIF Cybersecurity & Data Privacy Training** – All library employees will be included in an upcoming cybersecurity training through the JIF.
- **Computer Lab Renovation** – Currently reviewing quotes for AV equipment to support programming in the space, goal to install by end of 2018.
- **NJ State Library Workshop** – Five employees attended the *Libraries, Acceleration and the Reality Spectrum* workshop held by the State Library at Burlington County Library. This program presented an overview of the challenges and opportunities that accelerating technological and social change raise for libraries.
- **Innovation Survey** – The survey has yielded just over 200 submissions so far. We plan to continue marketing the survey for feedback through the end of the year.