



### Administrative

- **Seasonal Personnel** – Concluded hiring process for 1 seasonal PT Program Aide, pending Board approval. Completed onboarding for seasonal library assistants.
- **Return of Surplus** – The application to return funds to the Borough has been completed, resolution pending Board approval.
- **Library Audit** – The 2018 Audit has been received and distributed to Trustees.
- **Active Shooter Training** – Participated in an AVES AST drill supervised by the NJ State Police. Discussed feedback from the drill with Avalon Police Department.

### Strategic

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

- **Library Book Bash, Saturday June 22** – Preparing for our annual kick off to summer. Historically the event is attended by 600-800 patrons who have a chance to sign up for summer reading, attend programs, and learn about library services.
- **Library Building Projects** –
  - **Magazine Area** – Tall shelving has been removed; committee is convening to review next steps.
  - **Staff Workstations** – Work has begun on the staff workstation reorganization, completion expected by the middle of July.
- **Summer Author Series and Bay Atlantic Symphony Prep** – Preparing for the upcoming series of bestselling authors and Summer Symphony Concerts.
- **Programming Contracts** – Working with the Library attorney to revise the contract used with programming vendors.
- **DVD Project** – In an effort to reduce confusion and increase space for more materials, the Library is combining Blu-ray and regular DVDs into one case. This effort has been well received.
- **School Construction** – The updates to doors connecting to Avalon Elementary School began in May and are nearing completion.

#### Spread Awareness (Marketing, Service, and Community Engagement)

- **Memorial Day Holiday** – participated in Parade and made contribution at annual ceremony.
- **Library Interior Signage** – New directional signage has been installed.
- **Summer Guide** – publication completed and mailed to all Avalon property owners.
- **History Center Newsletter** – Spring/Summer Tidings was mailed to Historical Society members.
- **Overdrive Bookmobile visit** – Library patrons and groups of students from Avalon and Stone Harbor Elementary Schools enjoyed learning more about the Library's digital book offerings at our visit from the Overdrive Bookmobile.
- **Library Volunteers** – We welcomed three new volunteers this summer, along with a number of returning volunteers. We plan to thank them for their efforts on behalf of the Library at a Volunteer Brunch in July.
- **Community Information Display** – Set up a display to feature information received from the Borough to share with the Community regarding flooding.
- **History Center Collections Committee** – Collections Committee recommends the following for acquisition:
  - From Roger Jacobs, whose grandfather was Daniel E.W. Batezel of 140 39th St:
    - Woollen bathing costume & supporting information & photograph
  - From Marget Bluefeld
    - Avalon Players 1998 Playbill

## AVALON FREE PUBLIC LIBRARY & HISTORY CENTER DIRECTORS' REPORT – MAY 2019

- Avalon Players 2000 advertisement
- 8 x 11"x17" Avalon Players posters, from 1995 onwards

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

- **Live Streaming** – both Jack's Place demolition and Memorial Day Parade were live-streamed to patrons via Facebook.
- **NJLA Conference** – Seven staff members attended the annual New Jersey Library Association Conference in Atlantic City.
- **Qualitative Institute Workshop** – Shannon Nagle attended the QUIL Session at Duquesne University in May. The session focusing on gathering and analyzing library data.
- **Share911 Training** – Staff who opted in to using the Share911 service have been scheduled for a training session developed inhouse.
- **Envisionware Coinbox** – Capital item - the coinbox for the PC Reservation system has been replaced.