



Administrative

- **2019 Return of Surplus** – The NJSL approved the return of surplus application.
- **Shared Services Agreement** – The first draft of the revised Shared Services Agreement is expected in mid-August. Once Trustees have reviewed it, it will go to the School and Borough for their input.
- **Library Restroom Renovation** – This project is on hold while we continue to research vendors/contractors.
- **Staff Workstations** – The mini library revamp is underway. The new programming office is in use and we are awaiting assistance from Borough partners to proceed with the next steps.
- **Library Lab HVAC** – The ductless HVAC unit in the Library Lab is no longer working. This room is also on the whole building system. The space used to house computers and needed the extra service. We are currently evaluating to see if it's still required with the changed use of the space. Have requested quotes for consideration. Even if we do not replace it, we will need to remove it.
- **Personnel Committee** – Both Directors worked with the Personnel Committee to address various items.
- **3D Printer** – Pending trustee approval, have drafted a resolution transferring the 3D printer to Avalon Elementary School.
- **HC Addition** – received updated plans for the potential building addition project.

Strategic

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

- **Summer Reading Program** – 292 patrons signed up for the program in 2019 vs. 214 in 2018. Of the 292, 74 are adults and 17 are teens. The program concludes August 16.
- **Magazine Area** – Working with a consultant to identify new seating options for the Library's magazine area as part of the 2019 capital plan.
- **Children's Room Shelving** – Working with a consultant to plan for a replacement of the shelving in the children's room in 2020.
- **Music Programming** –
 - **Motown Concert** – 275 patrons joined us for "Shadows of the Sixties" and interactive Motown concert.
 - **Bay Atlantic Symphony** – 327 turned out for the July concert, amid a serious heatwave. Kudos to staff for their creative planning to keep the performance space cool.
- **Audiobooks** – We continue to see changes in the way patrons use audiobooks. One of the biggest challenges for this content is meeting needs across three formats (CD, Playaway, OverDrive). The Collections committee has been reviewing use statistics to make sure we are meeting patron demand.
- **One Book Avalon** – A Staff Strategic Plan subcommittee has recommended that the library coordinate a community book program in 2020. More details to be announced in the fall.

Spread Awareness (Marketing, Service, and Community Engagement)

- **Signage** – The Library will be added to the newly installed AVES signage.
- **PHL17 Spot** – The History Center's Shipwrecks of the Shore presenter was included on PHL17's morning show as part of their Shore features.
- **Marketing October 2019 to January 2020** – Preparing content for the fall/winter mailer and marketing pieces.
- **CARA Donations** - The library is now a collection site for toiletry donations for CARA, a local organization.
- **HC Displays** – several new displays in planning phases, including Jack's Place, Interactive/kids' area, and new topic for Library mini-exhibit.

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

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

- **Library WIFI** – The Library worked with our network management company to improve WIFI access inside the building.
- **Comcast** – Working with Comcast to resolve an account issue related to our transfer from cable to fiber service.
- **Staff Strategic Committee** – The third quarter meeting was held July 24. Project discussed include:
 - Exterior signage
 - New Library Welcome Brochure
 - One Book Avalon Program (Community Book Program with associated events)
 - Online & Remote Book Clubs
 - History Center Mini Exhibits