**Deputy Director’s Report**

**BCSLD Board Meeting, 11.10.20**

* **Texas Book Festival Grant 2020—**
  + I have submitted all American Express/Amazon purchasing receipts to Jackie.
  + I still need to work with Jackie to help track in Apollo the $53.03 of District funds that were required to complete the grant purchases.
  + All of the TBF Books have been catalogued and covered.
  + They are shelved opposite the new arrivals facing the Youth and Juvenile fiction stacks.
  + The books have TBF spine labels and labels inside their covers that I created.
  + The TBF books have a check-in prompt in Apollo indicating that the TBF books are to be reshelved in the designated shelving area. The TBF books will be shelved in this area for approximately six months before being incorporated into the Nonfiction stacks.
  + To promote the Texas Book Festival and its programs to our patrons and in our community as part of the grant fulfillment:
    - I wrote an article, announcing the grant award, that appeared in the *Blanco County News* on October 28th. The newspaper article included the TBF website address and listed dates for the 2020 festival (October 31 through November 15).
    - I updated the Library website homepage to include links to *BCN* article text on our website, including a photograph of the books that the paper did not print, a link to the catalog that brings up the Texas Book Festival 2020 booklist (all 144 books), and a link to the TBF website (for general information on and how to attend the festival’s all-virtual, free-to-the-public programming).
    - I still would like to tie in a TBF reading program via EngagedPatrons.org that is focused on patrons reading the books we bought with the grant. Similar incentive rewards could be offered to participants as were offered for the Summer Reading Programs for 2020, pending Board budget approval.
* **Water Leak Fixed:** Synopsis—On Thursday, November 5th, I discovered a water leak in the parking lot at 12th and Pecan. I called the City. The City came out and confirmed that the leak was on our property and thus our responsibility. I had them turn the water to the building off. I closed the Library at 11:30. Ben Escobedo who works with the City told me he could come by after work to repair the leak and charge $350 (with the hose bib intact) or $300 without it. I called Nancy and Crystal, who was out that day. Nancy referred me to Reeh Plumbing in Johnson City. They could not come out till Monday morning between 8:00 and 8:30. I made an appointment with them for Monday in case we were not able to repair the leak before then. I called Nancy back and we decided it would be best to have Ben repair the leak. After conferring with Mark Gentry, Crystal, and Pat Clewell, we decided to repair the leak without the hose bib intact to better ensure that the water pipe was not damaged as easily again by being run over. Ben completed the repairs to the pipe by 6:45 Thursday evening. I confirmed that the water was restored to the building. The hole has been filled in with sand and dirt and gravel, per the City’s usual practice. Ben will come by over the weekend to cover the spot with asphalt and complete the job. Ben brought an invoice for $300 to Library Friday morning. He told me Thursday evening that he guarantees his work for one year from the time of its completion, without additional charges should something go wrong. This was a verbal agreement. Friday morning I cancelled the scheduled appointment with Reeh.
* **Friends Update:** The next Friends meeting will be on Thursday, 11.12.20, at 5:15 PM via Zoom.
* **When the Library Is Open to the Public:** I continue to work the desk on the days that we are open to the public. I am providing copying and faxing services. Our door count numbers have been fairly steady. Since we opened on June 19th—Breakdowns: 41 days of being open for 4 hours; for a total of 164 hours, the door count total is 1,464; that’s 35.7 people per day, or 8.92 people per hour.
* **Local Advertising/School Outreach Opportunity (Blanco High School Sports Medicine Program):** I created the advertisement for the Blanco Library. It ended up being a 2 ft. by 1 ft. advertisement (for $200). Chris Ley (Coach at the High School) said he will come by earlier in the school year next year to continue this advertising opportunity and so that donors will benefit from a longer advertising window. We told him that we are interested in doing it again. He will post to Facebook a list of local businesses and community entities who contributed.
  + Click here to see the advertisement:
    - 
* **Youth Programming Discussion Attended**: I attended an online discussion about Youth Programming hosted by the Central Texas Library System on October 14th. Kim Lehman, who led the Summer Reading Program workshop in Round Rock in February and who led the follow-up online discussion in April about virtual Summer Reading Programming during the pandemic, led the discussion.
* **Collection Picks:** I submitted a list of ten books to Crystal to purchase for the month of November. I was not able to submit a list for October because the Friends funds had already been spent.
* **October Statistics**: I posted the October Statistics to the Shared Drive.