**Library Director’s Report**

**April 2022**

**By Crystal Spybuck**

* Staff updates: Currently Tuesday afternoon is still not filled. Volunteer Rebecca M. retired March 11th, but is continuing to work on some projects for us in the children’s section. Rebecca H. has submitted her application, background check has been done, doing reference checks, and then plan for her training. Former volunteer Thad Risinger passed away on April 9th.
* The water bill is back to normal; February was 1,200 gallons, March was 1,000 gallons.
* Knox box was installed February 8th.
* We had some icy weather on February 24th. I have now put together a winter kit for future storms.
* A window broke in one of the study rooms on February 25th. I called and scheduled a couple of bids, the window was replaced March 15th.
* Room rental use went up these past two months. Some are paying for services and equipment. For example, I opened at early on March 24th for the Highland Lakes Master Naturalists and they paid for 2 hours of staff time as well as use of kitchen and equipment.
* We have received our first quarterly check from the City of Blanco, but they have not sent out the second one yet. I resubmitted the first invoice and issued the second invoice on March 8th.
* Blanco Library Inc. renewed their contract with Apache on March 11th.
* Landscaping was installed on March 15th. Irrigation was installed March 31st. Faucet was re-worked April 5th.
* The Library was closed for half the day on March 17th for PEC power maintenance.
* The shelving from South Texas School Furniture was delivered and assembled on March 18th. Parts of the order were missing and the end caps were incorrect. They were supposed to return in 3 weeks to finish the task. As of April 14th, Alan Jirkovsky said: The Borroughs components are arriving Monday. The end panels were cut wrong and in production but no delivery date. Invoice will be issued once the project is complete.
* Completed bid requests and contracts for E-Rate March 22nd.
* I attended the cataloging webinar for physical circulation on March 23rd. I need to find one on archival cataloging for our Genealogy room.
* Completed and submitted the Annual State Report on March 29th, due date was end of April.
* The Blanco Boardband Task Force group last met on March 29th to discuss next steps.
* Gem of the Hills approached me about doing a collaborative wine tasting and author talk series. We met on April 8th. The title of the series will be called “Reading Between the Wines.” Mark Standley is an author and he has collected a group of authors that would be willing to talk. The idea is to alternate between the Library and the Gem for one presentation a month. Mark and other committee members will meet with Texas Hill Country Wine Trails to see if vineyards would demo some of their wines at the beginning of each event. Details for this is still in the works because we need to make sure TBAC regulations are covered. I did let Mark and the committee know that I wanted to vet the authors and books first before scheduling authors. Current plan is the first author is Eddy Rogers in June at the Gem.