**Library Director’s Report**

**December 2023**

**By Crystal Spybuck**

* **IT Updates**:
	+ HOT IT installed the replacement computer and new scanner on November 21st.
	+ HOT IT started installing and configuring Cybrarian on November 27th.
	+ Casey from HOT IT came out on November 29th to do Cybrarian training and configuration.
	+ The front desk color printer stopped working on December 1st. HOT IT ordered and installed a new one on December 7th after trying to troubleshoot the original one for a couple of days.
	+ It has been an ongoing process of updating the computers with the new software and connecting them to the new printer. HOT IT has been very responsive to any problems and getting them corrected quickly.
* **Apache:**
	+ Apache came to do quarterly maintenance and filter changes on November 28th.
* **Blanco Library Inc.:**
	+ Ann, Lois, Pat, Evann, and I met on November 30th to discuss how to straighten out the issues and create formal processes for the future. Evann is researching some of the Doran investments to clarify the interest owed to the District.
	+ I attended the December 5th meeting for Inc.
* **Friends Annual Membership Drive:**
	+ The Friends Drive wrapped up early November and hosted a mixer. The mixer was well attended.
* **Reading Between the Wines**:
	+ This season’s next RBTW will be January 3rd with special guest author James Wade with Carter Creek Winery giving samples at the Blanco Library.
* **BWC Pecan Sales:**
	+ The BWC pecan sales have gone well. In the first couple of weeks we were averaging $1,000 income and now we are averaging about $500 per week. We have 10 boxes left to sell.
* **TML Health Benefits:**
	+ I completed the renewal for Brian and myself for the 2024 health insurance plan on December 8th.
* **Strategic Planning Webinar:**
	+ I registered for and received a video recording of PLAN’s Strategic Planning Webinar on December 5th.
* **Writing and Implementing Library Policies and Procedures webinar**
	+ I registered for and will receive a video recording of PLAN’s Strategic Planning Webinar from December 12th.