**Library Director’s Report**

**April 2024**

**By Crystal Spybuck**

* **IT Updates**:
  + At the last meeting the District Board approved the replacement of the malfunctioning thin clients. I requested that Friends help fund the replacement of 10 thin clients and any further computers that need to be replaced will come out of District’s funds. HOT IT ordered the 10 computers and installed them before April 1st. Some of the new computers had issues so they are being returned and replaced.
  + The Bookkeeper laptop’s fan has gone out so it will be shipped back under warranty to be fixed. HOT IT is working with Evann to put necessary files on another laptop to work on while the other is being repaired.
* **Reading Between the Wines**:
  + Next RBTW will be May 8th at the Blanco Library with special guest author Elizabeth Crook and beverage sponsor Siboney Cellars.
* **Free Tax Assistance:**
  + Second day of tax assistance was well attended and they finished all clients by 6:00pm. Our last tax help day is April 11th.
* **Solar Eclipse:**
  + Maggie Goodman’s presentation on March 19th had no participants so she came back on April 4th and we had participants.
  + Barbara Dugelby’ eclipse presentation on animal behavior during a solar eclipse on April 1st was well attended and the video of her presentation is available online.
* **Hdl:**
  + After last meeting’s vote, we have now contracted with Hdl and waiting for further follow up.
* **QuickBooks online:**
  + One of the goals for this month is to work on the migration to QB online based on last month’s approval.
* **Gusto online payroll:**
  + Evann has started setting up the Gusto account and we will get it active this month.
* **State Report:**
  + Evann and I got the Annual state report submitted on March 22nd before the April 30th due date. This gives TSLAC a chance to review and work with us on any needed corrections before the final due date.
* **Texas Comptroller Annual:**
  + I was contacted April 4th by the Texas Comptroller of Public Accounts Special Purpose District that we had not submitted our annual Special Purpose District report in January. I updated the email to the Director’s one and submitted the report.
* **Toilets running issue:**
  + One of the bathrooms in the new extension was constantly running as of April 2nd so Brian got it shut off and I scheduled a plumber from Bulverde. They will also be repairing the staff bathroom’s toilet that has a slow run. They will be out the morning of April 9th.