**Library Director’s Report**

**September 2024**

**By Crystal Spybuck**

* **Staffing update:**
  + The volunteer and staff member that were out in August are resuming their regular duties.
  + We had two staff members out sick off and on in August.
  + One of volunteers will be moving so we will need to fill their position in the next month or so.
  + Brian will be on vacation September 10-16th and October 15th – 20th.
* **Roof leak:**
  + Still in process.
* **Real Ale Bike Ride:**
  + Real Ale Bike Ride will be October 26th. Still waiting on the link to register.
* **Community survey:**
  + After struggling with Survey Monkey to set up a new non-profit account, the survey launched on September 3rd and will run through October 1st.
  + As of 9/6/24, we have received 135 replies.
* **Website:**
  + After dealing with miscommunications with Kat McCool, it was decided that she is unable to work with our free PLOUD and will design a new website with her software. I will get to see the first draft on September 19th.
* **HdL:**
  + I met with Amy on 9-5-24 to go over the forecasting tools and reports.
* **ADT/Everon:**
  + One of our sensors malfunctioned on August 17th and I met the sheriff’s department to check the building for intruders at 7am. It malfunctioned again at midnight. I had it put on test mode to not call the police again.
  + A repair technician came out 8/21/24 to check on the sensor and had to wait two weeks to receive the parts to repair it.
  + One of the panic buttons that malfunctioned in May did it again on 8-31-24. I had it put on test mode to not call the police.
  + Repair technician came out 9-6-24 to replace other sensor and check the malfunctioning panic button. Looks like they can replace the two panic buttons and not the whole panel as they originally thought in May.
* **City Council Meetings:**
  + I attended all of the budget meetings the city had in August (6, 13, 15, and 26) to be available for questions.