

DIRECTOR'S REPORT

October, 2020

GRANTS

Pearsall Foundation grant was awarded in the amount of \$2,000 to be used to purchase new materials for the Library collection in 2021.

PATRON USE

Library opened for in house pick up and limited browsing on Sept. 28.
Entry stats for Sept. 28 to Oct. 1 - 49 people came into the library; 5 curbside deliveries.
4 – Computer users since 9/9/2020

Circulation Statistics 9/01/2020 through 9/30/2020

562 - Items checked out

90 – Patrons

235 - ILL (INTER-LIBRARY LOAN) received to fill our patron requests.

390 - ILL Transferred to other libraries

400- Items put in quarantine

PHYSICAL PLANT

Conversation with building manager reveals that there are adequate HVAC filters on both the heating systems in the municipal building.

Air conditioning filters need to be changed/cleaned, but air conditioning will not be in use again until spring 2021.

SALS

There will be no increase in automation fees for 2021.

Due to budget cuts, SALS will not be offering challenge grants or trustee education grants in 2021.

SALS will begin making short trustee educational segments and would appreciate suggestions of areas trustees would like to explore.

2021 BUDGET

As of the writing of this report there is still no word on the disposition of our submitted Proposed Budget for 2021.

DONATIONS

An anonymous donation to pay for a vacuum cleaner and to supplement funds for a new computer was received. The vacuum cleaner has arrived.

COMMUNITY PANDEMIC REPORT

Record number of new COVID cases in one week recorded from October 1-8, the highest since May. During this period outbreaks at North Warren School necessitated the closing, for two weeks, of the High School Grades (7 to 12) and cancellation of Youth Commission Fall Soccer Season. Pandemic is still as much of a community threat as last spring.

BUDGET ADJUSTMENT REQUEST

Attached is a budget adjustment request, submitted for approval by the Library Board.

**LIBRARY 2020 BUDGET ADJUSTMENT
OCTOBER 21, 2020**

\$500.00 from L2705 Gifts and Donations
To L7410.2 Equipment.

Robert Walp, Financial Officer
Approved October 21, 2020