
Director's Report

July 2021

Facilities

The railing for the Diebold Garden Stair was painted and paint work on the Bridge and Tech Services railings was begun.

The Local History furnace room HVAC unit was repaired to replace a computer board in # 2 unit and a transformer in #1 unit.

I met with vendors, Hayden Building Maintenance and Russ Watsky regarding conducting the roof repair project. I ordered 50 replacement tiles for the Carnegie Roof from a firm recommended by Russ Watsky. It specializes in reclaiming clay and slate roof tiles.

HVAC issues continue to challenge several areas of the building including the Carnegie Room, Mystery and Fiction areas, the New & Popular Materials area, the 3rd Floor and 4th FI NF, the Admin and Staff Kitchen areas.

Water intrusion continues to occur in the Local History Room with water primarily pooling in the Furnace Room and spreading into the Local History area. We continue to see water leaks on the 3rd FI nonfiction area in rainy weather. We anticipate that roof repairs will resolve those issues.

Personnel

In the month of July, the Library's Management Team participated in contract negotiation meetings with the Nyack Library Staff Association on July 8th and July 23rd.

Anne Shaw and I reviewed the requirements for implementing the Health and Essential Rights (HERO) legislation and training.

Meetings

I participated in three ANSER Committee meetings. Two of the meetings focused on the preparation of a member library ANSER services survey.

I attended a webinar presented by the law firm of Keene and Beane on *The End of the State of Emergency and the Start of a State of Confusion: The Return to In-Person Governmental Meetings*.

On July 9th I attended the Access Services Staff meeting to respond to questions from staff regarding the formation of the department.

On July 15 I met with the Policy and Long-Range Planning Committee to review the progress with the community survey development and to briefly review the staff survey responses.

On July 16 I met with the Finance Committee in advance of the July Board meeting.

Staff Training

Anne Shaw and I conducted a session of mandatory Code Adam (Missing Child) and Lockdown safety training on Sunday, July 25th.

Long-Range Planning

While working on his internship, Mike Grella provided the initial versions of the digital survey using questions from previous Nyack Library Community Surveys. I continued to develop the Community Survey into a thorough questionnaire that will provide data and information for long range planning. Questions were added or modified to capture information about current services. The survey drafts were shared with the trustees serving on the Policy and LRP Committee. They provided feedback which helped shape the document. I prepared postcard flyer for mailing to all homes in the Library District. I investigated translation services to prepare for providing Spanish and Haitian Creole language versions of the Community Survey.

The Staff survey concluded with a 55% participation rate. A total of 32 participants out of a total of 59 current employees responded to the survey. The survey was available in digital and print formats.

Events

I worked with Minerva Parker on the plans for the August 6th Staff Anniversary event.

