

Director's Report for November 2008

CHILDREN'S ACTIVITIES

Story hours:

Mondays, ages 1 1/2-2 1/2 with a caregiver:

10:15 am Nov. 3-- 8 children/9 adults
11:15 am 8 " 7 "
10:15 am Nov.10--5 children/5 adults
11:15 am 8 " 6 "
10:15 am Nov.17--4 " 4 "
11:15 am 6 " 5 "
10:15 am Nov.24--5 " 5 "
11:15 am 6 " 4 "

Wednesdays, ages 3 1/2- 5 1/2:

Nov. 5 am---11 children
pm--- 7 children
Nov. 12 am---13 children
pm--- 6 children
Nov. 19 am---15 children
pm--- 6 children

Fridays, ages 2 1/2-3 1/2 with a caregiver

Nov. 7---8 children/8 adults
Nov. 14--4 children/4 adults
Nov. 21--7 children/7 adults

Programs

November 6,13,20: **Homeschoolers Art Class**-presented by Adele Karbowski, organized by the homeschoolers themselves. Morning session for ages 5-7; afternoon session for children ages 8-12. 75 children in total (25 per week).

November 12: **Let's Make Music** story and craft program presented by Cara DelSesto. 9 children/2 adults/1 teen helper.

November 20: **Thanksgiving Centerpiece** presented by **The Apple Blossom Garden Club**. Fresh floral arrangements made by children ages 6-11. 20 children/ 12 ladies.

Bryant University Tutoring:

November 3-6: 3 tutors, 25 students
November 10-13: 3 tutors, 25 students
November 17-20: 3 tutors, 35 students
November 24: 3 tutors, 11 students

Other—ongoing:

Pauline Leaver is continuing to weed the juvenile non-fiction books. Replacement titles and new titles are being ordered and added to the collection.

Meetings attended by Pauline Leaver:

Nov. 7: Staff meeting; also attended by Cara DelSesto
Nov. 13: Dept. Head meeting
Nov. 20: Meeting with Dick Waters

MEETINGS ATTENDED BY THE DIRECTOR

- 11-7 Chaired a staff meeting whose main topic was improving communication.
- 11-10 Attended the November Board meeting and the Annual Association Meeting.
- 11-18 Chaired a RILA Board meeting in East Providence.
- 11-19 Interviewed a librarian who wants to substitute on weekends.
- 11-20 Consultant, Richard Waters, met with the professional staff.

Chaired regular media and department head meetings and had weekly conversations with the Board President, Domine Vescera Ragosta.

ASSISTANT DIRECTOR MEETINGS

- 11-7 – attended a staff meeting at the library.
- 11-10 – attended a Town Dept. Head Meeting.
- 11-19 – attended a CE class for Inter-Library Loan in Jamestown.
- 11-20 – attended a meeting with Dick Waters of Godfrey Associates.
- 11-20 – met with Heather Grogan at the Smith Appleby House.
- 11-25 – attended a Town Dept. Head Meeting.

YOUNG ADULT MEETINGS

- 11/10 Young Adult Round Table Meeting (Adolescent Brain Development) at the Warwick Public Library at 9:30 am
- 11/12 Rhode Island Teen Book Award Committee High School Meeting at Cranston Public Library at 4:00 pm
15 Librarians, Teachers, and School Library Media Specialists were in attendance

PROGRAMS

<u>Program</u>	<u>Date/Time</u>	<u>Presenter</u>	<u>Participants</u>
Bookmaking Craft	Wednesday, 11/5	Aaron	8/0
Win, Lose, or Draw: Pictionary	Thursday, 11/6	Aaron	7/0
Scene-It? for Teens	Monday 11/10	Aaron	9/0
Wii Fun	Tuesdays, 2-6pm	Aaron	
	11/18		17/0
	11/25		15/0
			<u>32/0</u>
Plate Decorating Craft	Wednesday, 11/19	Aaron	10/0

Adult

Basic Computer Literacy Class –	62 participants – Milo J. St. Angelo
Mystery Book Club –	12 - participants – Dorothy Swain
EFT Emotional Freedom Techniques Program –	3 participants – Valerie English
Cesareo’s Circle –	11 participants – Patti Folsom.
PC Computer Class – Bring your PC Questions –	3 participants – Ray Hetherington
Macintosh Open Forum – Bring your Questions –	3 participants – Ray Hetherington
Buying a PC –	2 participants – Ray Hetherington
<u>Prisoner of My Own Beliefs – Dream Builders/Dream Stealers</u> – 2 people – Gary Parent	
Blue Chip For Medicare –	6 participants – Susan Saccoccio Olsen
Needles and Thread Sewing Class –	6 participants – Elsie Collins
Rhode Island Blood Donor Coach –	14 donors – Cory Robinson

DISPLAYS AND EXHIBITS

Adult

Art Exhibit - Marian L. O’Connell exhibited her oil based etchings.
Castle Exhibit Case - Holiday Silent Auction items

Non-Fiction: Knitting and Crafts for the Holidays, Thanksgiving Cookbooks, and Fall Seasonal Titles

Fiction: Staff Choices and Classic Titles.

Children

Book displays--Thanksgiving books, books by author William Steig (November birthday), and Christmas around the World for St. Philip school assignment.

Bulletin boards decorated with artwork of children from the Greenville Nursery School.

Lobby tree decorations-Diane Maione’s Girl Scout Troop #544.

Children’s Bubble-Dinosaur collection belonging to James and Christopher Nolan.

REPAIRS and MAINTENANCE

Two flat roofs were resurfaced over a three-day period. Don Ihlefeld supervised the job. The work is being paid for by a grant from the Champlin Foundations.

VOLUNTEERS

Volunteers for the month of November included Janice Ward, Mary Romano, Michael Holland, Kathy Flynn, Anna Martin, Jessica Kane, Scott Miller, Kyera Shea, Kerrin Maione, Rebekah Sutherland, and Sarah Sutherland. Total hours volunteered were 48.

EQUIPMENT

A coin operated coffee machine was installed on the lower level. The public is offered a variety of coffees, tea, and hot chocolate. The Friends are charging 75¢ a cup.

BUDGET

We received a grant from the Champlin Foundations in the amount of \$18,800 for recovering two flat roofs.

STAFF

Lydia Lapiere, the administrative secretary, took another full-time job on November 20. The staff had a lunch for her on Tuesday, November 18. She is continuing to do our bookkeeping and check writing as a contractor. The secretary's position has not been filled due to the state's fiscal condition and the assumption that the Library's town and state aid will be reduced in early 2009.

Rebecca Tremblay and Ray Hetherington attended continuing education classes. Becky learned how to create and run reports on Millennium, our circulation system, and Ray learned about shareware software.

OTHER

Clocks and thermostat timers were reset when standard time resumed.

I sent the holiday fundraiser letters before Thanksgiving, earlier than previous years. Donors who gave more than \$40 received a planning book that contained a paper pad, and a solicitation for another donation. To date we have received \$760 in response to the letter.

Thank-you letters were sent to participants in our long-range plan focus groups.

The Teen Focus group for the long-range plan was held on November 12.

Aaron weeded the young adult fiction collection.

The Library collected 370 items for Food For Fines held between November 1 and 10.

Local resident and author Jim Ignasher held a book signing at the library on Monday, November 17. The Library is selling his book and receives a percentage of the cost.

CLOSINGS

The Library was closed on Tuesday, November 11 for Veteran's Day.

The Library was closed on November 27 for Thanksgiving.

ROOM BOOKINGS

Quilters-Monday morning –	2 uses
Songwriter's Club –	1 use
Northwest Community Health Care Board Meeting –	1 use
Home and Hospice Care of Rhode Island –	1 use

Shooting Star Theatre Group –	3 uses
Homeschoolers’ Informational Meeting –	1 use
Rhode Island Polymer Guild Assn. Meeting –	1 use

Respectfully submitted,



Christopher La Roux
Director