

## Directors Report March 9,2023

- 1) Monthly Stats November: Circulation 131, Items added 245 , Discards 37:
- 2) All items on the library floor have been added to the collection: Yeah!!!
- 3) Now we are on to processing the books/DVDs that have been in the office.
- 4) I ordered more stickers and hardback clear cover protectors. This will enable our items to last longer.
- 5) Nicole and I are still working on the website.
- 6) I have also started sorting through the files in the filing cabinet.
- 7) I have applied for the Dollar General Literacy Grant in the Amount of \$1,000 this will be for more books for our collection and books to give away this summer.
- 8) I have also applied for the Foundation of Southern Tier Libraries Grant in the amount of \$1,450.00 to replace the circulation computer, monitor and scanner.
- 9) On 2-23-23: The invoice arrived from DLFGL and there was a note saying" There are 2 trees that are not alive. DLFGL services will replace these 2 trees at NO charge to Scio Library. Please let us know what trees to purchase".
- 10) I applied for the Allegany County Area Foundation for \$945.00 for 3 tables, 18 chairs and a chair rack. For programing.
- 11) I applied for the Pilcrow Foundation. This is a matching grant for youth books fiction and nonfiction.
- 12) I am working on the creation of Canva flyer creation we can get those printed and hung around the community.
- 13) Belinda will be on vacation April 5<sup>th</sup>,6<sup>th</sup> and 7<sup>th</sup>. I will cover the shifts on the 6<sup>th</sup> and 7<sup>th</sup>. I need help with covering the 5<sup>th</sup> it's a Wednesday from 1-7 pm.