

**The Ayer Library**  
Director's Report for January 2020

**Adult Programs & Activities:**

<b>Program/Presenter</b>	<b>Attendance</b>	<b>Date</b>
Book Club – Reading <i>A Christmas Carol</i> by Charles Dickens	12	January 9
Genealogy Club	3	January 14
Family Board Game Night	5	January 23
<i>Crochet Crafting</i> with Justine Paulson	7	January 25
Family Board Game Night	5	January 30

Displays in January:

- Bestsellers of 2019
- Learn a New Skill in 2020

**Books on Wheels Service**

- The Books on Wheels team made two deliveries to the Nashoba Park Assisted Living facility in January. Assistant Director Samantha Benoit and Circulation and Outreach Librarian Christina Zoller are now collecting and processing the materials to be delivered, then packing them up for volunteers Carol Horgan and Terry Zoller to take to Nashoba Park. We're getting a better sense of what each resident enjoys, and several of them are now requesting specific titles now, which we are happy to deliver. If you or someone you know in town can't visit the Library but would like to borrow library materials, please contact Samantha or Christina at the Library or see the "Books on Wheels" page on our website for application information.

**Library Director's Activities:**

- I attended the Ayer Department Director's Meeting at Town Hall on January 8<sup>th</sup>.
- I participated in the Municipal Vulnerability Preparedness workshops with a number of Town officials and citizens on January 9<sup>th</sup> and 16<sup>th</sup> at the Ayer DPW building.
- I attended the public presentation of the Town's preliminary FY2021 budget held during a joint Finance Committee-Select Board meeting in Town Hall on Monday, January 13<sup>th</sup>.
- The Library's Board of Trustees meeting on January 21st. At the meeting, the Board voted to approve the Library's preliminary FY2021 operating budget. Following a presentation by DPW Director Mark Wetzel, the Board approved rights of entry onto three parcel of library property along East Main Street for the East Main Street reconstruction project slated to begin this summer.
- I attended the Friends of the Ayer Library's quarterly meeting at the Library on January 16<sup>th</sup>. The Friends have decided to provide funding for three new discount museum passes for library patrons to borrow. We'll publicize the new passes as soon as their ready to be checked out.

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**Library Operations:**

- New Ayer Library website: We were successful in launching the new site at the end of December. In the past month we've added additional content, fixed broken links, and worked out most of the addressing issues that were causing scary sounding warnings about insecure connections to pop up. The site is proving to be easy to edit, and, as time permits, we plan to add more content, including images, to dress it up.
- We will be conducting staff performance assessments in February, something that has not been done on a regular basis for the entire staff of the Library in recent memory. Staff members Samantha Benoit, Amy Leonard, and Barbara Cheeks are leading the effort to develop the assessment questions and forms.
- Head of Youth Services Amy Leonard visited two classes at the Ayer Community School on January 10<sup>th</sup> as a community reader and talked with the kids about the library.
- Circulation & Outreach Librarian Christina Zoller and Head of Adult Services Barbara Cheeks traveled to the Shrewsbury Public Library on January 16<sup>th</sup> to participate in an Adult Programming Roundtable and share ideas with other programming librarians from central Massachusetts.

**Library Maintenance:**

- Duraclean Master Cleaners cleaned and waxed the vinyl tile flooring in the building on Monday, January 6<sup>th</sup>.
- Two technicians from Johnson Controls came to the Library on January 7<sup>th</sup> to try to diagnose why we are having trouble maintaining sufficient heat in the Children's Room.
- Scott Anderson and John Sullivan from MassCor Industries visited the library on January 7<sup>th</sup> to take some final measurements and show us a mock-up of one of the oak panels for our new circulation desks. The mock-up panel looked great, and everyone is starting to get excited about the prospect of this new furniture arriving soon.
- Technicians from Keystone Elevator Service and Easton Electronics were on hand January 10<sup>th</sup> to assist the inspector from the Office of Public Safety and Inspections in conducting the annual safety inspection on our elevator. We received a 60-day certificate because of a minor non-safety related maintenance issue that needs to be addressed before the full certificate can be issued. Keystone will return in late February to make the necessary repair.
- G & L Plumbing visited the Library on January 22<sup>nd</sup> to replace a failed boiler refill valve and replaced the worn and leaking sink faucet in the staff break room.

**Youth Services Programs & Activities:**

PROGRAM	ATTENDANCE	DATE
Storytime – Little Wolf's Song	23	1-2-2020
Story Ninja	19	1-7-2020
Storytime – Pete the Cat Old MacDonald	49	1-9-2020

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Homeschool Group	23	1-10-2020
Outreach Storytime at Ayer Community School (Amy)	50	1-10-2020
Story Ninja- William's Winter Nap (guest reader Barbara B.)	19	1-14-2020
Storytime – Strega Mama (If You Give a Mouse a Cookie)	28	1-16-2020
Story Ninja-Bang-A-Rang Yoga (A Snowy Day)	22	1-21-2020
Storytime – No Two Alike	33	1-23-2020
Story Ninja – Polar Bear Island (guest reader Christina)	13	1-28-2020
Storytime – Pablo in the Snow	48	1-30-2020
Music and Movement with Ms. Sarah (Ayer Family Partnership Center)	52	1-30-2020

- The Family Partnership Center switched from coming every Wednesday to once a month on a Thursday morning.
- **Young Adult (YA)/Teen Programs & Activities:**
  - In January, the Makerspace crafting activities featured pompom snowmen and a “make your own book” project.

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I would like to thank the following Ayer Library staff members for their contributions to this report: Samantha Benoit, Autumn Dore, Amy Leonard, Justine Paulson, Thomas Tagliavento, and Christina Zoller.

Respectfully,

Tim Silva  
Library Director