

Director's Report
Great Falls Public Library
March 2024

1. **MONTHLY MANAGEMENT TEAM UPDATE—TECHNICAL SERVICES REPORT:** Treva Higgins has prepared a report on the Technical Services Department. She will provide an overview of the work of her team and answer any Board questions.
2. **MILL LEVY IMPLEMENTATION:** Thanks to the HR Department for their assistance! We have recruited new staff including two Safety Specialists, two part-time Library clerks, one full-time Library Specialist for Youth Services, one part-time Library Specialist for Youth Services and one Technology Systems assistant. They should all be working by the first or second week of April. Recruitment for the part-time custodian position has started and we hope to have that new staff person also starting in April. We had two candidates (one for a part-time clerk position and one for the bookmobile driver position) decline offers. We now have an internal full-time employee who is interested in driving the Bookmobile. We are working with HR to modify the Resource Sharing Coordinator job description to eliminate their circulation desk duties and replace them with Bookmobile Driver duties. We are going to recruit two more part-time library clerks. An updated Mill Levy Implementation document is in your packet.
3. **NO MORE VIOLENCE WEEK:** The Library is happy to participate as a sponsor in No More Violence Week again this year. <https://www.allianceforyouth.org/no-more-violence-week-great-falls-mt>
4. **CITY OF GREAT FALLS EMPLOYEE BOOK CLUB:** Thanks to a great suggestion from the Park & Rec Department, the Library is going to start a City Employee Book Club. It will meet from 12:00 pm to 1:00 pm (brown bag) on the 2nd Monday of each month starting on May 13th.
5. **LIBRARY PROGRAMMING:** The Library continues to expand our programming and community engagement. Please see the wonderful offerings in our Monthly Events List.
6. **BOARD OF TRUSTEE WEBSITE MATERIALS:** We have reworked our Board materials website page and are providing access to the full Board packet, agenda, minutes and video. Please let me know if you have any questions. The first video is mostly audio as we had the wrong camera set-up. This month should be better.
<https://www.greatfallslibrary.org/library-board-trustees>
<https://www.greatfallslibrary.org/home/webforms/past-board-trustees-meeting-information>
7. **APRIL QUARTERLY BOARD TRAINING:** As part of meeting the Public Library Standards the Board has been participating in one hour of training quarterly. Last quarter, everyone attended the Dan Clark local government training. ***What topic would the Board like to see for their next training?*** Your packet includes a document with the recent trainings and suggested future topics.
8. **UPDATED LEVY SMART OBJECTIVES:** As requested, updated proposed SMART objectives for the Library Levy Implementation are included in your packet.

