



Director's Report Great Falls Public Library July 2024

- MILL LEVY IMPLEMENTATION:** Mill Levy implementation continues to go well. We made promises and we are keeping them. Expanded educational and recreational programming continues in July with Summer Music, Summer Reading and a great variety of programs and partnerships. We continue to see increasing use of our digital resources. The expanded hours have resulted in more visits to the Library and more checkouts of materials.
- ANNUAL REPORT:** The Montana Code Annotated (MCA 22-1-309 Trustees -- powers and duties) includes a requirement that the Library Board “make an annual report to the governing body of the city or county on the condition and operation of the library, including a financial statement.” In response to criticism of previous annual reports, I would like to propose that the Library create a professional, written annual report to be provided to the public and the City Commission. If so directed by the Board, Library staff would create a FY2024 Annual Report to be presented to the Board at their September meeting. Once approved by the Board, the report would be distributed to the City Commission and to the whole community. I have included background information and a list of sample annual reports in your packet. We can discuss this proposal at the Board meeting. If the Board is interested in pursuing this type of report, the Board can vote on the proposal at the August meeting.
- NEW LOGO AND WEBSITE:** The new website and logo implementation continue to be positive. The statistics for website views/sessions for the new website are being reported significantly differently. This will impact our monthly statistics on the website AND our ability to accurately assess our SMART objectives for the website. We will need a few more months of data before we can make a recommendation on updated objectives.
 - By December 2024, increase monthly web sessions and web page views by 10%
Average monthly web sessions July 2023 to February 2024 = 8,476
Goal for average monthly web sessions March 2024 – December 2024 = 9,323
Average monthly web page views July 2023 to February 2024 = 13,782
Goal for average monthly web views March 2024 – December 2024 = 15,161
- BOARD OF TRUSTEE QUARTERLY TRAINING:** I hope that you were able to participate in the July Board training. I look forward to your feedback.
- BUDGET UPDATE:** The July 16th City Commission agenda includes[ed] a vote on the Annual Budget Resolution. I will have more information on the passage of the Annual Budget Resolution at the meeting.
- BANDSHELL REMOVAL:** Since the removal of the Library Bandshell, we have seen a marked decrease in patron behavior problems in the Library Park. Summer Music and other outdoor programs have been successful with the new layout and we have received many compliments from staff, patrons and neighbors. We have received an estimate of \$2,150 from Cascade Electric to install electricity access in the park through an overhead connection to Library power. We plan on funding this through Park Beautification funds and some undesigned donation funds.
- STAFFING UPDATE:** I am happy to report that John Collins has accepted the Custodian II position. Bob Miller’s last day will be August 1st. We appreciate his years of service and wish him all the best in his retirement. We are in the process of hiring for John’s former Custodian I position and for a part-time Custodian I position. The City hiring process is time consuming so we may have a shortage of custodial staff for a few weeks. We are exploring options for coverage.
- REMODEL DESIGN UPDATE:** Cushing Terrell has been conducting “Insight” meetings with Library staff and stakeholders. They are gathering information to guide the next steps in the design process. Thanks to Ms. Deforest for participating in one of the meetings.