

**The Ayer Library**  
Director's Report for June 2021

**The Ayer Library building reopened to the public on Tuesday, June 15<sup>th</sup>!**

We are pleased to welcome the community back into the building for browsing, public computer use, study room use, and just sitting and reading!

Current operations:

- We have returned to our pre-pandemic operating schedule as follows:
  - Tuesday- Thursday 10 AM – 8 PM, Friday 10 AM- 5 PM, Saturday 10 AM – 2 PM
- We are requesting that unvaccinated patrons continue to wear masks when inside the building and that all patrons and staff wear masks when visiting the Children's Room in order to protect the health of our patrons under 12 who cannot yet be vaccinated.
- We continue to offer curbside pickup service via the Curbside Shed. The default pickup location for requested items is the Main Desk once again. Please call us to have your requested items placed in the shed.
- The Friends' Book Sale Cart has been retired from curbside service now that the Book Sale Room on the Ground Floor is open once again. With so much inventory, the Friends authorized another Fill-a-Bag for \$1 sale from June 15<sup>th</sup> through the end of the month.
- The Reading Room in the historic wing of the building remains closed to the public while we wait for the resolution of our insurance claim and the repair of the plaster ceiling that partially collapsed in May.
- Summer Reading and other programs remain virtual for the time being. The Library is tentatively planning to begin in-person programming after Labor Day.

**June Updates**

- Curbside orders picked up: 278
- Adult Creative Crafting: Felt birds
- Kids Crafts: Lima Bean window garden, people puppets, door hangers, Fourth of July Flags/crowns
- Spice of the Month: Ranch seasoning
- Poetry Path at Pine Meadow Conservation Area: The exhibit closed June 19<sup>th</sup>.
- Summer Reading Kickoff: The Library's Summer Reading programs for all ages kicked off on June 28<sup>th</sup>. The program is virtual once again, with participants using the Beanstack app to note their reading accomplishments. One highlight: A local Girl Scout collected and donated 100 bags of art and craft supplies to the Library to be distributed to the first kids to sign up for Summer Reading.
- East Main Street Construction Project: Work continues on this MassDOT-funded and managed project to excavate and replace buried utilities and rebuild East Main Street's travel lanes and sidewalks between East Street and the bridge. This will be a tremendous improvement once finished, however:
  - This work is expected to continue on and off through the remainder of the calendar year and will likely make accessing the Library difficult or impossible at times.
  - The Library has asked to be notified in advance of such work in future weeks and months. We will pass along any information that we receive.

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- Library patrons may park at the Ayer District Courthouse if the Library's parking lot is inaccessible. No parking pass or notification is required.
- **The Library closed on Tuesday, June 22<sup>nd</sup> while the western end of East Main Street was closed to traffic for repaving.**
- The Library closed on Saturday, June 19<sup>th</sup>, in recognition of Juneteenth.
- Behind the Scenes:
  - Plans for Re-Opening the Library building to the public
    - The library staff reunited in one team on June 1<sup>st</sup> for the first time since the Library closed due to the pandemic on March 14, 2020. Staff spent the first two weeks of the month getting used to working together again and preparing the building before reopening to the public on June 15<sup>th</sup>.
    - We held an all-staff luncheon at the Library on June 2<sup>nd</sup>, with food from the Nashoba Club restaurant.
  - Youth Services
    - Amy Leonard the Youth Services team continued to work with ASRSD faculty and staff to update summer reading book lists and promote the Library's Summer Reading programs and resources.
  - Personnel
    - We said goodbye to Circulation Librarian Thomas Tagliavento on June 9<sup>th</sup>, his last day at the Ayer Library was June 9<sup>th</sup>. He is now working in the Tyngsboro Public Library.
    - Samantha, Barbara, and Amy completed the annual performance assessments for the Circulation Librarian and Library Clerks.
    - The Library advertised an open Circulation Librarian position on June 9<sup>th</sup>. The STAB Team reviewed more than a dozen applications on June 24<sup>th</sup> and selected four to interview.
  - Maintenance & Repair
    - Ayer Director of Facilities Maintenance Chuck Shultz visited the Library several times in June in the company of insurance adjusters and construction estimators in order to view the damaged ceiling in the historic Reading Room.
  - Donations and Support
    - The Library received a generous donation for operational support from the Bemis Community Investment Fund on June 12<sup>th</sup>.

#### **Library Director's Activities:**

- On Tuesday June 1<sup>st</sup> I appeared before the Ayer Select Board via Zoom. I updated the Board on the Library's scheduled plans to re-open on the 15<sup>th</sup> and highlighted the ongoing strategic planning work and the Community Survey in particular.
- The Ayer Library Board of Trustees met in person at the Library on Thursday, June 24<sup>th</sup>. The Board elected new officers for the coming year. Sharon Slarsky is the Board President, Becky Campaner is Vice-president, Cyndi Lavin was re-elected as Secretary, and Sue Kennedy was re-elected as Treasurer. Thanks to Bob Gardner for his two years

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of service as Board President. Bob stepped down as President but remains a member of the Board.

- Strategic Planning:
  - Planning consultant Barbara Alevras and I continued to work on the data gathering portions of the process. We met via telephone on June 24<sup>th</sup> to prep the questions for the public focus groups.
  - The Strategic Planning Advisory Committee met on June 14<sup>th</sup> and participated in a SOAR visioning exercise facilitated by Barbara.
  - The Community Survey closed on Saturday, June 12<sup>th</sup>. In total, 243 people completed the online version on Survey Monkey and ten people completed paper copies. We were delighted with the response, which exceeded even our initial stretch goal of 160 surveys completed.
  - Barbara facilitated two public focus groups over Zoom on Saturday, June 26<sup>th</sup> and Monday June 28<sup>th</sup>. Participants were drawn from people who expressed an interest in participating in the Community Survey. A total of 9 people answered questions about how they used and/or viewed the Library.
- The Library's administrative STAB (Samantha, Tim, Amy, Barbara) team met several times in June to discuss and plan re-opening, hiring someone to replace Thomas Tagliavento, staff assessments, and ongoing operations.

My thanks to Amy Leonard, Barbara Cheeks, Samantha Benoit, and the rest of the Ayer Library staff for their contributions to this report.

Respectfully,

Tim Silva  
Library Director