

The Ayer Library
Director's Report for April 2022

Current operations:

- As of March 4, 2022, the Library is following the Town of Ayer's mask mandate. Masks are recommended but not required for library visitors and staff.
- We continue to offer curbside pickup service via the Curbside Shed. The default pickup location for requested items is the Main Desk. Please call us to have your requested items placed in the shed.
- The Friends' Book Cellar - on the Ground Floor is open.
- The Reading Room in the historic wing of the building remains closed to the public until we can repair the plaster ceiling that partially collapsed in May 2021.
- Some programs are now available in person (Story Time), virtual programming is still be offered.

April Updates

- **REDUCED HOURS** - Effective February 1st: Due to a staffing shortage, the Library will close two hours earlier than usual on Tuesday, Wednesday, and Thursday evenings for the months of February, March and April. Our hours will be as follows:
 - Tuesday- Thursday 10 AM – 6 PM, Friday 10 AM- 5 PM, Saturday 10 AM – 2 PM
- **TOWN MEETING** – The Ayer Town Meeting was held on April 25th.
 - The Library's budget for FY'23 was approved and will go into effect on July 1, 2022
 - The Library's Capital Request for the Reading Room ceiling repair was approved. Funds will be made available in June.
 - The Library's CPC Grant for the Digitization of the Microfilm Collection was approved. The funds are available now, and the first set of reels will be sent out by early June.
- **Children's Programs:** Programs are being presented by the Head of Youth Services Amy Leonard, Circulation Librarian Becca Kranz, and some special guests.
 - 4/5/22 – The Family Partnership: Music and Movement – 35
 - 4/7/22 – Story Time: *Dr. Seuss' ABCs* – 58
 - 4/14/22 – Story Time: *Duck Rabbit* – 25
 - 4/21/22 – Strega Mama: *Antonio's Amazing Gift* (funded by The Friends of the Ayer Library) – 68
 - 4/26/22 – The Family Partnership: Music and Movement – 37
 - 4/28/22 – Bang-a-Rang Yoga: *Where the Wild Things Are* (funded by The Friends of the Ayer Library) – 64
- **Kids Crafts:** Dr. Seuss Hats, Duck Illusion Craft, Toucan Puppets, Wild Things Crowns,
- **Kids Displays:** Welcome Spring, Bloom into Reading, Stone Soup Kitchen's Chinese Lessons and Spanish Story Hour, Bunny Scavenger Hunt

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- Teen Programs:
 - 4/19/22 – Journal Design with Ms. Becca – 11
- Teen Displays: Poetry Month, LGBTQ+
- Adult Programs:
 - 4/9/22 – Book Club: *The Apples Never Fall* by Liane Moriarty - 3
 - 4/26/22 – Grounded Goodwife: Medicinal Herb Gardening (Zoom) – 10
 - Spring Brain Bundles Part 1 – 75 (plus 75 to the Souza Baranowski Correctional Center)
- Adult Craft: Paper Carnations - 18
- Spice Kits: Lemon Pepper - 25
- Adult Book Displays: Growth and Benefit of Herbs (Grounded Goodwives), These Books are for the Birds, Spring Cleaning, and National Poetry Month
- Curbside pick-ups: 12
- Behind the Scenes:
 - Personnel
 - Eben Goldman resigned from the library. His last day was April 28th.
 - Nadia Nalesnik will be increasing their hours in May.
 - Staff Continuing Education:
 - Classes and webinars attended by staff
 - 4/21/22 - How to Give and Receive Feedback (Constructive Criticism) so Everyone is Still Speaking to Each Other Afterwards (Mass Library System)
 - Maintenance & Repair
 - Grounds
 - The sprinkler system was cleaned and restarted for the season.
 - Able Landscapers finished their annual spring clean-up of the grounds
 - They removed five dead bushes from the front of the library
 - Building
 - The wood on the Main Circulation Desk has been splitting. MassCor was called out to assess the damage and make a repair plan.
 - Only the front panels have been splitting. MassCor believes they can make new ones that can easily replace the damaged ones.
 - MassCor is looking into a new material or a new sealing process to prevent this from happening in the future.
 - Samples will be delivered to the library.

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Library Department Heads Activities:

- Meetings:
 - Town of Ayer Department Heads meeting via Zoom on April 13th.
 - Town Meeting, April 25th.
 - Friends of the Ayer Library quarterly meeting, April 27th.
 - The Ayer Library Board of Trustees monthly meeting, April 28th.
- Continuing Education:
 - Classes, webinars and other education classes attended by library department heads.
 - 4/13/22 – Employment Law for Supervisors and Managers Pt. 1 (Mass Library System)
 - 4/21/22 – Employment Law for Supervisors and Managers Pt. 2 (Mass Library System)
 - 4/26/22 – Basic Library Techniques: Collection Management Pt. 1 (Mass Library System)
 - 4/28/22 – Basic Library Techniques: Collection Management Pt. 2 (Mass Library System)

Many thanks to the Ayer Library Staff for their contributions to this report.

Respectfully,

Samantha Benoit
Assistant Director

Barbara Cheeks
Head of Adult Services

Amy Leonard
Head of Youth Services