

**The Ayer Library**  
Director's Report for May 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.

**May Updates**

- New Hours - Effective May 1<sup>st</sup>: The library has increased the hours it is open to accommodate the needs of the community. The new hours are as follows:
  - Tuesday 10am – 6pm, Wednesday 10am – 8pm, Thursday 10am – 6pm, Friday 10am – 5pm, Saturday 9am – 2pm
- Children's Programs: Programs are being presented by the Head of Youth Services Amy Leonard, Circulation Librarian Becca Kranz, and some special guests.
  - 5/5/22 – Strega Mama: *Cinco D'Mouse-O* - 43
  - 5/12/22 – *The Little Mouse, the Red Ripe Strawberry, and the Big Hungry Bear* – 36
  - 5/19/22 – Bang-a-Rang Yoga: *The Galaxy Needs You* – 45
  - 5/26/22 – *My Farm Friends* – 46
- Kids Displays: LGBTQ+, MACA – MA Children's Choice Awards Nominations, Juneteenth
- Teen Programs:
  - 5/3/22 – Comic Book Creation - 13
- Teen Displays: LGBTQ+ Awareness
- Adult Programs:
  - 5/7/22 – Book Club: *The Guncle* by Steven Rowley – 6
  - 5/11/22 – Felting Mushroom Fairy Houses - 16
- Adult Craft: T-Shirt Bracelets - 20
- Spice Kits: Garlic Bread - 20
- Adult Book Displays: Mental Health, Animals/Staff Pets, Mother's Day
- Curbside pick-ups: 8

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- Behind the Scenes:
  - Staff Continuing Education:
    - Classes and webinars attended by staff
      - 5/25/22 – Dealing with Change: Using Mindfulness to Respond to Difficult Situations. (Mass Library System, Keith Ugles)
  - Maintenance & Repair
    - Building
      - The heating pipes in the staff kitchen have started to leak. Chuck was called and the system was shut-off.
      - The leak has stopped and repairs will be made when the other aspects of the system are repaired.

**Library Department Heads Activities:**

- Meetings:
  - 5/11/22 - Town of Ayer Department Heads– Samantha & Barbara
  - 5/19/22 – The Friends of the Ayer Library Spending Committee - Samantha
- Continuing Education:
  - Classes, webinars and other education classes attended by library department heads.
    - 5/5/22 – Policies and Procedures: How They Manage You and Your Patrons (Mass Library System) - Barbara
    - 5/13/22 - Performance Management: Set It, Manage It, Measure It! (Mass Library System) – Samantha
    - 5/16/22 – Recruiting a Diverse Workforce (Mass Library System) - Samantha

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