

Library Director Goals- 2026-2027

1. Has the Director demonstrated Leadership and Management Skills with respect to the Library and staff?	
- Facilitate regular staff meetings to support continuous learning and enhance collaboration and cohesion among team members. - Actively promote and assist staff in identifying relevant continuing education opportunities.	5/2026- Kristen attended the Adult Library Services Program Swap at the Oregon Library (Catherine was on vacation). 5/2026- All staff will participate in monthly online trainings through NeoGov via the City of Columbus. In May, the training course is titled "A Guide to Healthy Communication." 7/2026- Helen attended the Play Make Learn Conference in Madison. 8/2026- Hosted 2 staff meetings with HR for staff to learn the new payroll system. 9/2026- Kristen will be attending the Back in Circulation Conference held by UW Madison on October 5-6.
2. Has the Director demonstrated their ability to provide Budgetary, Fiscal, and Infrastructure Information to the Board?	
- Assess current and future space needs and make informed recommendations to the Board to enhance service to patrons. - Create a strategic budget that promotes sustainable growth in staffing, building improvements, collection development, and programming.	5/2026- Installed new Self-Checkout in the children's area 6/2026- We are the recipients of a Literacy Bridges: Empowering 21st Century Communities grant from the Association for Small & Rural Libraries backed by the Carnegie Corporation. This \$25,000 grant will go for adult basic and digital literacy needs over the next two years. 8/2026- Started working on a preliminary budget for 2027 8/2026- Worked with the Columbia County Library Board to create a plan for the county library budget for 2027. 9/2026- Completed a preliminary budget that includes a 3.6% cost of living increase for all staff, as well as continued support for programs. 9/2026- Will be presenting to the County Finance Committee on September 25 and to the Columbus City Council on October 6.
3. Has the Director managed and/or developed Programming Initiatives and Resources for the Library and its patrons?	
- Collect and analyze patron feedback to design and implement new programs that meet community needs. - Build upon and actively promote existing library programs to ensure continued engagement and success.	5/2026- Catherine is gathering information and working on creating a Mahjong group at the Library 6/2026- The new Mah Jongg group will begin meeting on Fridays starting on June 26. 6/2026- The Summer Library Program launched on June 8. We currently have about 100 people more signed up this year than we did last year at this time. 6/2026- We are starting another craft class at the library. This one will be in the morning and will be lead by Amy. 7/2026- We continue to promote the Summer Library Program. We have surpassed last year's number of participants and are continually getting new registrations.

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	8/2026- Wrapped up the Summer Library Program with almost 700 participants and a great end of the program party at the Columbus Aquatic Center. 9/2026- Patrons can fill in a Carnegie Library Passport by visiting at least 3 Carnegie Libraries to win a prize basket. 9/2026- We are participating with the other Columbia County Libraries in a puzzle that can be completed by patrons by visiting all 10 Columbia County Libraries.
4. Has the Director maintained Public Services/Relations and Communications with the Columbus community and surrounding areas?	
• Increase community awareness of the library's current and future growth needs. • Actively communicate the value of current library services and highlight opportunities for expanded offerings. • Create and implement a Legacy and Memorial Donation program and promote it to the community.	4/2026- Added a TV screen upstairs for announcements and to share statistics with the library users. 6/2026- Attended a webinar about relationships between Libraries and Municipalities. 7/2026- Started working on a brochure about leaving a financial legacy at the Library.
5. Has the Director demonstrated her ability to provide the Board with Policy Assistance and/or Development Support pertaining to local, state, and national developments in the library field?	
• Create and maintain a centralized policy manifest that documents all policies and their last review dates. • Ensure policies are reviewed and updated on a regular cycle, prioritizing those not reviewed in the past two years. • Develop and implement any missing policies to support effective operations and compliance.	5/2026- Went through all our policies and renamed them using the last date they were updated. 5/2026- Attended a director's roundtable with SCLS staff where Library User Policies were discussed. We updated this policy last year and it does not need any further changes. 6/2026- This month the Policy of the Month club is looking at Social Media policies. We just updated ours in 2025 and it is in line with what the POTM club recommends. 7/2026- Attended a zoom webinar led by DPI about policies and updating policies. 9/2026- Worked with Peter and Merry to update the Investment Policy and the Gifts and Memorials Policy.