

Library Staff Report, July 2023

- Reviewed 2024 Budget Document.
- Renewed Firewall License for the library.

E-rate will refund eighty percent back to the Town.

- Assisted with updates to the library computers.
- The circulation computer system will be replaced , the old machine will be used in the Art Workshop.
- Reviewed documents pertaining to percentage of checkouts per library for the Municipal Directors meeting.
- Searched for Lost and Missing items with Holds.
- Sarah Gianelli has joined the Old Book Room team and will work with Erica to keep the OBR open the public several days per week.
- Created a Book Press for the Art Workshop Book Bindery.

Respectfully submitted

Librarian,

Kathleen Jarvis