

**Lester Public Library
Director's Report
July 2024**

News

- Terry Ehle, Youth Coordinator, is assisting in the organizing the second annual Community Baby Shower. Healthiest Manitowoc County Investing Early Coalition is partnering with several Manitowoc County agencies, including Lester Public Library, in putting together this educational event geared towards parents and caregivers of youth under the age of 3. This year's event slated for October 4, will feature high interest attractions for the little ones including a large free play area (Terry is organizing that area), TRFD fire truck, TRPD police car, a petting zoo, and a visit from Daisy the TRPD K9 therapy dog.
- We are introducing a new programming series in September – 'Tech Help' where patrons can get expert help from a retired technology professional and trainer. Maribeth Wester has more than four decades of experience with the biggest names in the industry, including Intel and HP. Maribeth will be at the library Thursdays September 12 & 26 – 2 pm to 4 pm.
- Schaus ordered the replacement coil July 10th, the part will arrive within 58 days and then will schedule the repair. The breakdown of the cost of the repair: New coil \$5140.00 including freight; Total labor \$3,450.00; Refrigerant \$1,177.00; Filter drier and miscellaneous pipe fittings \$134; Crane rental \$400, for a total of \$10,300.00.
- Steve Barron, HVA Products, Inc., is our vendor to ensure the HVAC controls are operating properly. He visits the library at least once a year to assist custodian Lisa Krall in maintaining heating and cooling control throughout the library building. On a recent visit to perform summer preventive maintenance inspections on HVAC controls systems and troubleshooting high humidity in the building he identified two hot water valve actuators that need replacing. I approved the work and it will total \$985.00 for parts and labor. The inspection and work completed during the inspection was a total of \$1387.50 a good investment in keeping the building comfortable for patrons and staff.

Library Foundation

- Stephanie Carpenter, Secretary, resigned from the board.
- Sharon Sleger was voted in to finish Carpenter's term as Secretary.

Library Legislation – No Report

Activities

- 07/01/24 – Two Rivers City Council Meeting
- 07/02/22 – Lester Public Library Management Team Meeting
- 07/03/24 – Attended “Shipwrecks of Rawley Point,” at the Point Beach State Forest
- 07/09/24 – Explore Two Rivers Board Meeting
- 07/09/24 – Lester Public Library Board of Trustees Meeting
- 07/10/24 – Lester Public Library All Staff Meeting
- 07/11/24 – City of Two Rivers Safety Committee Meeting
- 07/15/24 – Two Rivers City Council Meeting
- 07/16/24 – Lester Public Library Management Team Meeting
- 07/16/24 – Lester Public Library Foundation Board Meeting
- 07/17/24 – Met with Brenda Koprowski, Secretary, Explore Two Rivers Board
- 07/23/24 – Explore Two Rivers Board, Marketing Committee Meeting
- 07/23/22 – Lester Public Library Management Team Meeting
- 07/24/24 – Introduced Patrick Dewane for his author talk, ‘The Colonel from Two Rivers’
- 07/25/24 – Customer Service Clerk Interview with Marie Bonde, Customer Service Coordinator
- 07/26/24 – Covered Help Desk Shift
- 07/26/24 – Customer Service Clerk Interview with Marie Bonde, Customer Service Coordinator
- 07/27/24 – Covered Help Desk Shift
- 07/29/24 – Covered Help Desk Shift
- 07/30/24 – Covered Help Desk Shift
- 07/30/24 – Set up Webster Room for Explore Two Rivers Board Governance Committee
- 07/30/24 – Lester Public Library Management Team Meeting
- 07/31/24 – Customer Service Clerk Interviews with Marie Bonde, Customer Service Coordinator
- 07/31/24 – Hosted the Manitowoc Calumet Library System Board meeting at LPL
- 07/31/24 – City of Two Rivers Department Heads Meeting

Jeff Dawson, Director, Lester Public Library 8/1/2024