

**Lester Public Library
Director's Report
October 2023**

News

- Mary Massey, Customer Service Clerk, is utilizing new book mending equipment that will extend the life of worn and damaged library materials. The investment in this equipment is important as we reduce our materials budget for 2024 and will better care for materials on our shelves.
- Lakeshore Power Washing & Cleaning power washed the exterior of the library, removing several years of mold build-up on the masonry. The clean masonry is noticeable on the main entrance and the drive-through.
- The Personnel and Finance Committee, Dave Buss, Finance Director, and Greg Buckley reviewed the library budget, as presented by Terry Ehle, Youth Services Coordinator, Chris Hamburg, Adult Services Coordinator, Marie Bonde, Customer Service Coordinator, and Jeff Dawson, Director, Thursday, October 5, 2023. Future budget meetings include: Wednesday, November 8, 2023, entire City budget review session with Personnel and Finance Committee and City Council members; Monday, November 27, 2023, City Budget Public Hearing; and Monday, December 4, 2023, City Budget Adoption Meeting. The library asked for citizens to contact City Council in support of the library's proposed budget and there has been response from the public.
- Schaus Mechanical, Inc. replaced 2 cooling coils on the library HVAC, incurring an unexpected \$14,000 cost. There is a total of 5 cooling coils, all of them were replaced over the course of the past three years.

Library Foundation

- 2024 marks the 40th anniversary of the LPL Foundation – discussion of how to celebrate the anniversary included a Foundation sponsored speaker on the topic of legacy giving towards the end of 2024 and creating a legacy bookmark through the Hamilton Wood Type and Printing Museum.
- Reach Out and Read was awarded \$10,000 from a client within the Lakeshore Community Foundation. That foundation requested the check be written to an established 501c3. LPL Foundation agreed to accept the check and administer the funds to the Manitowoc Calumet Library System.
- The Foundation book bags will sport a new design and be ready for purchase at the library this fall.

Library Legislation – No Report

Activities

- 10/02/23 – Met with Stanley Palmer, President, Lester Public Library Board of Trustees
- 10/02/23 – Two Rivers City Council Meeting
- 10/03/23 – Lester Public Library Management Team Meeting
- 10/04/23 – Schaus replaced two damaged cooling coils on the library HVAC
- 10/04/23 – Lester Public Library Management Team Meeting
- 10/05/23 – Two Rivers Business Association Meeting, Cool City Brewing
- 10/05/23 – Presented the 2024 Library Budget to Personnel and Finance Committee, Dave Buss, Finance Director, and Greg Buckley with Terry Ehle, Youth Services Coordinator, Chris Hamburg, Adult Services Coordinator, and Marie Bonde, Customer Service Coordinator
- 10/10/23 – Lester Public Library Board of Trustees Meeting
- 10/11/23 – Lester Public Library All Staff Meeting
- 10/11/23 – City of Two Rivers Department Heads Meeting
- 10/13/23 – Manitowoc Calumet Library Automated Resource Sharing Consortium (LARS) Participants Council Meeting, Manitowoc Public Library
- 10/13/23 – Manitowoc Calumet Library System Directors Meeting, Manitowoc Public Library
- 10/16/23 – Two Rivers City Council Meeting
- 10/17/23 – Lester Public Library Management Team Meeting
- 10/17/23 – Lester Public Library Foundation Board Meeting
- 10/19/23 – Introduced Scholar for Life, Biophilia
- 10/24/23 – Lester Public Library Management Team Meeting
- 10/24/23 – Explore Two Rivers Board combined with the Two Rivers Room Tax Commission Meeting, held at the Woodland Dunes Nature Center & Preserve
- 10/25/23 – Educational Horizons Foundation Board Meeting, Two Rivers High School
- 10/31/23 – Lester Public Library Management Team Meeting

Jeff Dawson, Director, Lester Public Library 11/1/2023