

Adult Services Report: December 2024

- Updated Signage for Wi-Fi.
- Worked with IT to fix printer issue and set up desktop computer at Reference desk.
- Appointed to committee to help select new phone provider City wide.
- Door bell installed for the new entrance.
- Contact made with additional mobile mill.

Collection Development:

- Year end purchasing done.
- High holds for all collections have been reviewed. Additional items purchased if needed.

Meetings/ Webinars/Training Sessions Attended:

- November 20th: Construction meeting with Miron Construction and Studio GC
- November 20th: Staff meeting with Deana, Sarah, and Diane
- November 20th: Employee evaluation meeting with HR lead and Diane
- November 27th: Construction meeting with Miron Construction and Studio GC
- November 27th: Staff meeting with Deana, Sarah, and Diane
- December 4th: Construction meeting with Miron Construction and Studio GC
- December 4th: Staff meeting with Deana, Sarah, and Diane
- December 6th: Employee evaluation prep with Diane
- December 11th: Construction meeting with Miron Construction and Studio GC
- December 11th: Staff meeting with Deana, Sarah, and Diane