

**Chelsea District Library**  
**Director's Report**  
*May 2010*

**Questions from last Board Meeting**

- None

**Finance**

- Debt Service Bond Payment invoice paid on April 26
- Created and sent out an RFP to obtain proposals from new auditors
- Administrative staff has been busy meeting with management during the past month to plan for fiscal year 2011, making very good progress
- Washtenaw County has sent the library its taxable valuation projections, which we have forwarded to our financial advisors PFM. Revenue projections are going to be down again in 2011

**Building Update**

- Lighting Issues
  - Rented a lift and changed light bulbs on ceiling of 2<sup>nd</sup> floor
  - Starting to lose colored cold cathode in Kidspot so will have to decide about replacement
- Worked with Linda Ballard to approve new check out sign over the circulation area, which Dangerous Architects and Chelsea Signs are building and designing for us
- Front door locks need to be changed out due to lack of keys for current locks
- Received a landscaping plan from Meg Gower to move our junipers, which we are evaluating

**Library Operations**

- Authors in Chelsea
  - Karen's event brought in three notable authors and illustrators to both the schools and library and was strongly attended
  - Feedback from the schools was very positive; they are hoping for a repeat in 2011
- Midwest Literary Walk
  - This year's event drew over 250 people to downtown Chelsea, not just local residents but lovers of books from all over the region
- New library email accounts were set up for library trustees
  - Board members should refer to new accounts for all email transmissions from now on
- Staff
  - Congratulations to Sara who was married on May 1<sup>st</sup>!
  - To celebrate, we held a little luncheon for her on 4/27
  - Congratulations are also in order to Terri Lancaster, who will be promoted to Circulation Supervisor in January 2011
  - Ron Andrews will be celebrating his 8<sup>th</sup> anniversary at CDL on May 8. Please take time to commend him on his years of service and dedication to the library!

**Friends of the Library**

- Attended Friends Open House on April 17 and gave brief speech

**TLN, State & National News**

- MLA Elections
  - Michigan librarians can cast their votes for Michigan Library Association President Elect and three directors until May 14
- State Aid
  - Jim Pletz, TLN's Executive Director reports that the feedback from legislatures is that they acknowledge that libraries took a big hit last year, probably an unfair hit
  - Pletz suspects that we won't see another hit like last year, but TLN is working on an 8% reduction

- State Library
  - Will reduce from 53 to 40 staff members by Oct 1
- TLN Relocation
  - Much progress being made on building move (Locations include Canton, Plymouth Twp), with hope of being moved out by end of year
- ALA Annual Meeting (June 24-29)
  - Cathy Kamil and I will be attending the ALA annual conference in Washington DC in June
- MLA Director's Summit
  - I will be attending annual MLA Director's Summit on June 4, 2010 at MSU
  - Discussion will center on future of MLA and the Michigan Electronic Library (MEL), plus the merger of MLC with the Indiana Library Consortium
- Chamber of Commerce
  - Attending NASCAR event on Friday, June 11 at Michigan International Speedway as part of "Transition Towns Chelsea," which encourages sustainable community and provides advice on how to achieve them

### **Strategic Planning**

- Accessibility Focus Group Meeting, 4/26
  - Carolyn Grawli, Director of Advocacy & Education for Ann Arbor Center for Independent Living evaluated our building and provided us with her results in an accessibility audit
  - Held productive first meeting with Focus group, resulting in quality feedback
- Set up meeting with Jim Mumby to review build out plan on 5/14
- Staff Retreat on April 23
  - Many comments from staff about this being the "best ever" staff development day
  - Staff provided valuable feedback and insight about the most useful aspects of the strategic plan

### **Community Update**

- Sounds & Sights
  - Continue to work with local merchants to organize "Open Air Market" event for Sounds & Sights Festival for the weekend of July 30, 31
  - Judge in the annual auditions for musicians at the Common Grill on April 19
- Ann Arbor Arts Alliance
  - Attended A3 Arts web launch at W3 Arts Gallery in Ann Arbor on April 16
- Chelsea Center for the Arts
  - Formulate guidelines for selection of the next artist for Artists in Resident Program
- Lions Club of Chelsea
  - Volunteered for White Cane drive on April 30
- River Gallery
  - Attended opening of "Water, Water, Everywhere" art exhibit, May 8, 2010

### **Meetings/Conferences Attended**

- Representative Pam Byrnes, 4/12
- Pat Conlin, Keusch Law, 4/12
- Meg Gower, 4/12
- Pat Conlin, 4/12
- Dangerous Architects, 4/13, 4/14
- Rotary, 4/13, 4/20, 4/27, 5/4
- Management Meeting, 4/13, 4/20, 5/4
- Friends of the Library President, 4/13
- Willem Van Reesema/Steve Jacobs, 4/14
- Sounds & Sights, 4/15, 4/19, 4/19, 4/28
- Linda Sayers, bookkeeper, 4/19
- Library Board Meeting, 4/20
- Artist in Resident Meeting, 4/21

- Friends of the Library, 4/22
- Jennifer Kundak, 4/22
- Strategic Planning Retreat for Staff, 4/23
- Accessibility Focus Group Meeting, 4/26
- Monthly Meeting with Ron Andrews, 4/27
- Board Treasurer, 5/4
- Director of Chelsea Senior Center, 5/6
- Chamber of Commerce Monthly Lunch, 5/6
- Lynn Fox, 5/6
- Art Committee, 5/6
- Weekly Strategic Planning Meeting with Linda Ballard, 5/7
- Lunch with Artist in Resident, Nancy Seligmann, 5/7
- River Gallery Art Opening Reception, 5/8