



- June 28 was our new Youth Services Coordinator, Julia Littlely's first day. She is learning quickly and is working very well with our other Youth Services Coordinator, Linda Dull.
- On May 29, we had a meeting with the Coldwater planning consultants. This meeting was attended by myself, John and a few members of the board. The planning consultants were very open to the library's needs and our wish for the city to assist in building maintenance.
- On June 5, I spent a few hours at the Quincy Branch to see how things were going there and to work on the floor plan for our emergency procedures.
- June 5 was the last day of our employee Rhonda Galvin who has retired.
- On June 6, I met with Martha regarding employee contracts and pay scales. She previous asked me to request information from other libraries regarding their pay scales. Two of the libraries sent me this information.
- On June 11, a story regarding the library's lead paint issue aired on WWMT Channel 3. This story was misleading and gave incorrect information even though the information given to them by Dorothy was factual. I have posted a correction to the library website, our Facebook page and have contacted the local media. I have also provided staff with "talking points". We are receiving numerous questions regarding the news segment by patrons and community members who were misled by the story.
- On June 14, Bonnie Pelmeur submitted her two weeks notice. This is our staff member who has been on partial unemployment. Her last day will be June 29.
- I continue to work on the emergency procedures manual. We now have floor plans for every branch!
- I am still working on the Circulation Policies document. This will be completed in the next few weeks.
- Our Adult programming continues to thrive. Recent programs include: Dr. Edward Bolton on 18<sup>th</sup> Century Medicine, Couponing Smarter and a craft program making clay pot bird feeders. Attendance continues to be high and new participants come almost every time!

Respectfully Submitted,

*Evette M. Gaskin*