

Neptune Public Library

Monthly Report

Submitted to the Trustees on September 21, 2021

STAFF

- Two new part-time employees need to be hired to fill in for vacancies.
- Amanda Franco is editing the new website and will be teaching a select few of employees on how to make changes as well.
- Carolyn Damiano has placed stickers on the spines of titles from 2020 to help members identify what new books came out last year they may have missed.

FINANCE

- \$1,302.03 paid on August 23 out of Trust
- \$25.00 donation from a member
- \$250.00 prize raffle money from the New Jersey Library Association
- Report of Audit from Year End 2020

BUILDING

- A new dropdown ceiling in the children's department has been suggested from Derrell Edwards, Building and Grounds Department Head.
- The public bathrooms are no longer locked to curb the spread of COVID-19. No employee on staff wants to touch the keys back and forth with library users to allow them to use the rest room.
- Computer consultant, Michael Yuschkak, has upgraded all public and employee computers.
- Slat wall is being installed in the children's department to highlight new titles.

PROGRAMMING

- Amanda Franco and Cheryl Otten will continue storytimes and outdoor craft programming through October weather permitting.
- The program calendar has been moved solely online to our website and program signups from the website is in the works.
- The summer reading program, "Tails and Tales" had 81 participants who had read for 34,224 minutes.
- Mother Goose Time brought 4 attendees over 2 sessions in August outdoors.

OUTREACH

- The library's bookmobile is currently being stocked with titles and is ready for launch. A driver will need to be hired.