



**Diane Giarrusso, Library Director**

## Director's Report

**To: Board of Library Trustees**

**From: Diane Giarrusso**

**Date: February 8, 2022**

### Facilities:

- Air Handlers intermittently working. Mr. Fiumara and the HVAC company are troubleshooting and fixing the issues as they find them. Because we have two air handlers with a failsafe when one goes down the work of heating and cooling the building moves to the other one. This has ensured that the building hasn't been too cold or suffered frozen/burst pipes.
- The robin and cedar waxwing birds have been enjoying the frozen dried berries on the trees outside of my window this month.
- Bob Shea is scheduled to paint our mural on Thursday, 2/10/2022.
- The elevator re-inspection passed.
- Mr. Fiumara has requested an estimate on the work that is recommended for the emergency generator. All is well, but some of the systems are dated and need replacement.
- The sprinkler and fire alarm systems were inspected on 2/3/2022.

### Services:

- Receiving no comments about the revised Behavior Policy, I request a vote of approval at this meeting.
- Attached are two more policies for review this month and approval in March: Lending to Residents of Decertified Communities and Records Retention. Neither of these policies require more than grammatical/stylistic/accuracy changes.
- This month is Love Your Library Month and we're participating with the MBLC to collect stories and comments. Please feel free to fill out a Love Your Library sheet located at the Front Desk and hand it back to the staff. We will hang them in the building. If you prefer to share your thoughts online, you can do so at: <https://forms.gle/tv1zEL1iag5shWim7>
- Ms. Goolishian is re-starting the former Wednesday Night Book Group. Starting on the last Wednesday in March and going forward, the Page-Turners will read and discuss a variety of fiction books. Brochures will be distributed at the meeting.

Respectfully submitted, Diane H.C. Giarrusso

Attached:

TPL Lending to Residents of Decertified Communities Policy

TPL Records Retention Policy