

Director's Report

January 21, 2016- February 19, 2016

Budget:

The proposed 2016-17 budget was hand delivered to the Board. This budget has the challenge of being constrained by a nearly zero growth in the tax cap. The New York State Property Tax Cap limits the annual growth of property taxes levied by local governments and school districts to 2% or the rate of inflation, whichever is less. The annual tax levy limit varies among districts. This year, the Library is eligible under the law for an increase of .67% or \$21,535. We have worked hard to present a budget within our allowable increase with a proposed tax levy increase of .56% or \$18,178. In addition to staying below the tax levy limit this budget reflects the positive trend of reducing the surplus by \$22,000 from the prior year while keeping expenses at the same level.

It is requested that a Public Work session be held prior to the Budget Adoption meeting scheduled for Wednesday, March 24. I propose Wednesday, March 9 for the 7:00 p.m. public session, if that date is agreeable to the Board.

Personnel:

Cynthia Nielson, F/T reference librarian tendered her resignation effective February 19, 2016. She accepted a higher paid position at the West Hempstead Public Library. Cynthia was a valuable member of the Reference team and she will be missed.

It is recommended that Camille DiPietro be appointed as F/T reference librarian at the contracted rate of \$45,228. Ms. DiPietro's readers' advisory skills, comfort with technology and outgoing personality will be a good fit in the Adult Services Department.

It is recommended that Emilio DeFilippo be appointed as per diem custodian at the contracted rate of \$17.58 per hour. Mr. DeFilippo is an experienced maintenance/custodian for the Long Beach Housing Authority. His schedule is such that he has late afternoons, evenings and weekends free in the event that the Library needs custodial coverage.

It is recommended that Martha McConnach be provisionally promoted to clerk supervisor with the contracted promotional increase of \$1400. A supervisor is needed to train, schedule, and monitor the work of five full-time and ten part-time

clerks. Ms. McConnach, is highly competent and has been a dedicated employee at the Library for twenty-seven years. This upgraded position is budgeted for.

Building:

The damaged ceiling, near the Reference Desk, caused by a bathroom leak has been repaired. Three other snow/rain related leaks were detected in the building. The custodial staff was able to contain the leaks with drip pans and will attend to the spots on the roof once the weather improves.

New Partnership:

The Library is collaborating with Life's WORC East Rockaway Day Habilitation Program on an opportunity for individuals with developmental disabilities to obtain work experience. Each week, a group of five spend two hours on a Monday morning dusting and washing shelves in the Youth Services Department. It's working out quite well, as the group is enjoying the project and they are doing a terrific job.

Library/School Collaboration:

In an effort to spread the word among children and their parents about programs at the Library, it was suggested to me at the Central Council PTA meeting that we send information home with students. With input from Sean Murray, Elementary Curriculum Director of the Long Beach Schools, Jennifer Firth and I came up with a plan to send the Youth Services Program sheet home to all elementary school children three times a year, beginning with March 2016. In addition, an email will go to all PTA Presidents monthly so they can share the program sheet with parents electronically.

March is Youth Art Month at the Long Beach Public Library. In collaboration with the Long Beach Schools Media, Visual and Performing Arts Department, the Library is proud to present the artwork of students at the elementary, middle and high school levels.

AARP Tax Preparation:

Each Tuesday between February 2 and April 12, volunteers are at the Library providing a valuable tax return service. Dedicated volunteers generously donate their time to provide free tax returns for up to 15 people each Tuesday. This program serves low and moderate income patrons with priority given to the elderly.

Youth Services:

The Winter Reading Club kicked off this month in Main and the branches. So far we have 142 children signed up. Each location has an eye-catching poster board designed by librarian Tanya Suarez-Matos where the participant’s names are posted.

Strategic Planning Process:

The second meeting of the planning process committee will be held on Monday, February 22 at 2 p.m. This session will focus on the community’s aspirations for the Library.

Programs Statistics (including branches):

	<u>January 2016</u>	<u>January 2015</u>
Adult:	68 programs, 1880 attended	55 programs, 1553 attended
Children and Teens:	155 programs, 2178 attended	120 programs, 1656 attended

Lectern: Take notice of our new, attractive lectern in the Auditorium. We wish to thank the Long Beach Friends of the Library and the Trepp family for generously funding the lectern which will be used and appreciated for many years to come.

West End Plaque: The plaque for the West End branch, ordered by the previous Administration, dedicated by the Trustees, came out beautifully and now proudly hangs near the entrance with the lovely quote: When You Have a Book, You are Never Alone.

A special thank you to Jill Lessard and Richard Klenkel for all their assistance on the preparation of the proposed 2016-17 budget. I am very grateful for their knowledge, patience and their generosity of the time spent to see me through my first budget preparation.

Meeting/Workshops attended:

Central Council PTA meeting, Lido School, January 21

Long Beach Friends of the Library meeting, January 28

Annual Report Workshop, Nassau Library System, February 2

iStar Community Meeting held at the Library, February 10