

## **ASSISTANT DIRECTOR'S REPORT OF ACTIVITIES**

PERIOD: 4/16/2026 – 05/14/2026

### **DAY TO DAY OPERATIONS**

- Managed staffing levels for school tours at the Library
- Prepared vacation request calendar
- Collection:
  - Weeding and inventory are ongoing

### **STAFFING**

- Began summer schedule to staff summer reading events
- Continued training with new Bilingual Customer Service staff member, Ileana Balderas
- 4/21 Assisted with interviews for Customer Service staff member
- Team meetings are ongoing and are often conducted independently of administrative staff
  - Weekly on Wednesdays – Strategic Admin Team – Library administrators
  - Weekly on Wednesdays – Stellar Programming Team – Staff involved in planning, implementing, and marketing programs
  - Upcoming for May:
    - 5/14 Precision Tech Team – Staff involved in cataloging and processing materials for the collections
    - 5/21 Exceptional Service Team – Staff involved in direct customer service
    - 5/20 Access Team (A Team) – Staff involved in maintaining the collections organized and looking their best

### **TRAINING**

- 4/24-4/25 Attended and presented at Nevada Library Association Conference

### **COMMITTEE PARTICIPATION**

- ULA Committees
  - Managed volunteer signups for Registration desk and Career services booth
  - Prepped and distributed networking social information
  - 5/1 attended Committee meeting and finalized conference needs
- WWinG Committee
  - 5/13 Hosted Deescalation webinar
  - 5/14 Attended committee meeting

### **OTHER**

- Meetings
  - 4/29, 5/5, & 5/6 Attended meeting to prepare for ILS migration
  - Completed tasks needed for ILS migration
  - 5/11 assisted with migration to new software support

## DIRECTOR'S REPORT OF ACTIVITIES

PERIOD: 04/01/2026 – 04/30/2026

### SIGNIFICANT LIBRARY ACCOMPLISHMENTS

Assistant Library Director **Angela Edwards** oversaw the completion of two significant library projects:

- **Library Services and Technology Act (LSTA) Technology Enhancement Grant** of \$4,500 to improve and modernize **technology in the Library's Board Room**. Angela coordinated the project with staff from the Wasatch County Public Works Department.
  - *Special thanks to Don Wood, County IT Director, for purchasing the new equipment and to Dave VanWagoner, JR Coleman, Alex Farrell, Tyler Giles, Kevin Arnold, Sean Jensen, and Doyle Hicken from the Wasatch County Public Works Department for relocating the whiteboard, running the needed electrical wiring, and putting it all together.*
- **Migration of the integrated library systems Koha and Aspen Discovery** to the hosting and support company Grove for Libraries. Angela coordinated the work assignments of library staff, County IT, and Grove's staff to complete the project.
  - *Special thanks to Eric Ristine, County IT Manager of Operation who mediated communications with the legacy service provider and established the network connections for the new service.*

**Adult Services Librarian Kate Mapp** submitted a grant proposal to the **Wasatch County Trails, Arts, and Parks Board** and was awarded **\$6,500** to install a permanent **story walk** on library premises.

### LIBRARY EVENTS & STAFF ACTIVITIES

- 04/01/2026 The Library hosted the monthly meeting of the program **"Charlas en la Cocina / Kitchen Conversations"** organized and presented by **Latino Behavioral Health Services**.
- 04/02/2026, 4/9, 4/16, 4/23, 4/30 The Library presented the program **Yoga for Service** for individuals ages 55 and older.
- 04/02/2026, 4/16 The Library hosted a special project meeting of the **Heber Valley Quilters** to make quilts for County residents serving in the military.
- 04/03/2026, 4/10, 4/17, 4/24 The Library hosted the program **"The Stillness Experience: Mindfulness & Meditation"** for adults.
- 04/03/2026 Assistant Library Director **Angela Edwards** and I facilitated the regular monthly **library staff meeting**.
- 04/03/2026 The Library hosted a meeting of the **Heber Valley Tourism and Economic Development** office and **Wallsburg Town**.
- 04/06/2026 The Library hosted a meeting of the **Christian Peer Network**.
- 04/07/2026 The Library hosted the **Wasatch Science Olympiad** training sessions.
- 04/07/2026, 4/21 The Library hosted a meeting of **Heber's No-Reading Book Club**.
- 04/09/2026, 4/16, 4/23, 4/30 Adult Services Librarian Kate Mapp facilitated the weekly meeting of the **Next Chapter Book Club** in collaboration with **Chapters Ahead, Inc.** for neurodivergent individuals.
- 04/10/2026, 4/20, 4/24 The Library hosted a meeting of a **Girl Scout Troop**.
- 04/11/2026 The Library hosted a meeting of the **Wasatch Back Writers Group**.
- 04/11/2026 The Library hosted the **Central Utah Water Conservancy District** class **"Landscape Water Conservation"** and the **Wasatch County USU Extension** class **"Seed starting and plant propagation."**
- 04/14/2026 The Library hosted the regular meeting of the **Wasatch Latino Coalition**.
- 04/16/2026 Adult Services Librarian Kate Mapp conducted face-to-face book discussions for the **Wasatch County Library's Morning Book Club** (10 AM) and the **Evening Book Club** (6 PM).

- 04/16/2026 In **collaboration with Peace House**, the Library offered **Mobile Case Management in English and Spanish** for individuals experiencing domestic violence or sexual abuse.
- 04/25/2026 The Library hosted the **Central Utah Water Conservancy District** class “**Landscape Water Conservation.**”
- 04/27/2026 **Teen Librarian Brittne Hecht** conducted the celebration meeting of the **Sages & Seekers Class** in **collaboration with Jessica Parker, Programs Director at LiveLikeSam.org**
- 04/29/2026 The Library hosted the **County Employee Game Night.**
- 04/28/2026 The Library hosted the meeting of the **Wasatch Coin & History Club.**
- On Mondays (2:30-7:30 PM) and Wednesdays (10 AM-7 PM). In partnership with **Holy Cross Ministries**, the Library offered **Mental Health Services with Kenya Casiano-Barriga, MSW, CSW, bilingual (English-Spanish) therapist** in the soundproof booth.
- **REGULAR PUBLIC LIBRARY PROGRAMS:** Included Books & Babies, Toddler Storytimes, Monday Crafts, Try Something Tuesday, Tweens Talk Book Club, Teens Who Read Book Club, Kids Book Club, Tween D & D Club “The Questlings,” Reading with Rocky Mountain Therapy Dogs, Chess Club, Snack Shack, Kids Club, Pokémon Club, Minecraft Club, and Family Movie Night.

#### **OUTREACH ACTIVITIES**

- **ONGOING:** Library staff member **Vicki Burtcher** and **volunteers Michele** and **Nancy** delivered library materials to homebound residents through the **OASIS program** (Mondays).

#### **ADMINISTRATIVE ACTIVITIES**

- 04/09/2025 I attended a meeting with community advocates and the **Wasatch Community Foundation** to discuss **literacy needs of inmates** in the Wasatch County Jail.
- 04/09-16/2026 and 04/18-20/2026 I was out of the office.
- 04/16/2026 Assistant Library Director **Angela Edwards**, attended the **Utah Public Library Directors Mini Summit** organized by the State Library Division.
- 04/17/2026 Assistant Library Director **Angela Edwards** and I facilitated the **regular Library Board meeting.**
- 04/24/2026 I attended a meeting of the **Heber Valley Heritage Foundation.**
- 04/28/2026, I attended the **Wasatch County Department Head** meeting.

POSTCARD FROM GRATEFUL FAMILY DURING NATIONAL LIBRARY WEEK

Thank you!

Each of you have created such a wonderful place. Our family loves this library and it is a part of our family culture and a big part of our lives and I'm so grateful for the many hands who have made it the magical place it is. The time put into making such amazing events, displays, and book recommendations does not go un noticed I'm so grateful!

Happy National Library week! we wanted you to know that we love and appreciate you and this amazing building full of books. It's my girls favorite place to go. Love that it supports a full community of people and has something for everyone. There isn't anything else like it. Penny was asking me how library books are free and while I explained more of the why/how. It really is a magical gift. Thank you all!

the Christopherson Family (Martha)

