



ASSISTANT DIRECTOR'S REPORT OF ACTIVITIES

PERIOD: 8/18/2026 – 10/19/2026

DAY TO DAY OPERATIONS

- Continue to work on instructions for LAB equipment use
- Ongoing evaluation of scheduling needs and implementation of changes
- Designed, implemented and led staff in a collection review
- Filled gaps in service during staff transitions/absences

STAFFING

- Completed training new library aid
- Assisted in hiring process for Adult Services and started training
- Completed annual staff reviews by due date
- Team meetings are ongoing and are often conducted independently of administrative staff
- Weekly on Wednesdays – Strategic Admin Team – Library administrators
- Weekly on Thursdays – Stellar Programming Team – Staff involved in planning, implementing, and marketing programs
- Monthly on 2nd Thursday Precision Tech Team – Staff involved in cataloging and processing materials for the collections
- Monthly on the 3rd Thursday - Exceptional Service Team – Staff involved in direct customer service
- Monthly on the 3rd Wednesday Access Team (A Team) – Staff involved in maintaining the collections organized and looking their best

TRAINING

- 8/26 Completed Beginner Spanish for Librarian's Course
- 8/29 Attended CPM Webinar – How to break the optics trap
- 9/18 Attend ULA Fall Workshop
- 9/23 Attended webinar – Using Newspaper Archives for Everyday Research
- 10/6 Attended CPM Webinar – Ethical Leadership

OTHER ACTIVITIES

- WWinG Committee
- 9/1 Attended committee meeting
- 10/6 Attended committee meeting
- ULA
- 9/11 Attended General Board and Conference Committee meetings
- Attended Public Library Directors' Summit sponsored by the Utah State Library

DIRECTOR'S REPORT OF ACTIVITIES

PERIOD: 09/01/2026 – 09/30/2026

LIBRARY EVENTS & STAFF ACTIVITIES

- 09/01/2026 The Library hosted the monthly meeting of the program **"In-Stitches"** for people interested in building community while knitting or crocheting.
- 09/02/2026 The Library hosted the monthly meeting of the program **"Charlas en la Cocina / Kitchen Conversations"** organized and presented by **Latino Behavioral Health Services**.
- 09/03/2026, 9/10, 9/17, 9/24 The Library presented the program **Yoga for Service** for individuals ages 55 and older.
- 09/03/2026, 9/10, 9/17, 9/24 The Library presented a meeting of the **Shared Chapters Book Club**.
- 09/03/2026 The Library hosted a meeting of the **Heber Valley Quilt Guild**.
- 09/04/2026 Assistant Library Director Angela Edwards and I facilitated the **library staff meeting**.
- 09/04/2026 The Library hosted a co-op lesson of the group **"Homeschool Homies."**
- 09/07/2026 **All County offices**, including the library, were **closed to the public** in observance of the Labor Day holiday.
- 09/08/2026 The Library hosted the regular meeting of the **Wasatch Latino Coalition**.
- 09/12/2026 The Library hosted the regular meeting of the **Wasatch Back Writers**.
- 09/15/2026 The library hosted a meeting of the **"A Novel Idea Book Club."**
- 09/15/2026 The Library hosted a meeting of **Heber's No-Reading Book Club**.
- 09/17/2026 Adult Services Librarian Mara Selznick conducted face-to-face book discussions for the **Wasatch County Library's Morning Book Club** (10 AM) and the **Evening Book Club** (6 PM).
- 09/17/2026 Young Adult Services Librarian Brittne Hecht conducted the **"Art Night for Teens"** program.
- 09/24/2026 The Library hosted the **Heber Valley Self Reliance Membership Meeting**.
- 09/25/2026 The Library hosted the **Kittens Arts & Crafts Group** in the LAB.
- 09/25/2026 The library presented an indoor concert as part of the **Community Concert Series** funded by a Heber City TAP Tax grant.
- 09/26/2026 The Library hosted a **Chess Tournament** for youth.
- 09/29/2026 The Library hosted the meeting of the **Wasatch Coin & History Club**.
- 09/29/2026 The Library hosted a meeting of the **Wasatch Community Foundation**.
- 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 Kennya 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 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.

OUTREACH ACTIVITIES

- 09/14/2026 The library sponsored a food item for the **Caring Community Coalition's "Family Dinner at the Park"** event. I staffed the outreach table.
- 09/30/2026 Assistant Library Director Angela Edwards and I staffed the outreach table at the **"2026 Senior Resource Fair"** at the Wasatch County Senior Center.
- ONGOING: Library staff member **Vicki Burtcher** and **volunteers Michele and Nancy** delivered library materials to homebound residents through the **OASIS program** (Mondays).

TRAINING

- 09/17/2026 I watched the recorded session of the **County IT Lunch & Learn** series focused on the evolving world of **Artificial Intelligence “Applied AI: Practical Tools for Everyday Work”** presented by County IT Staff.
- 09/23/2026 I watched the recorded webinar “The Census Is in Trouble: What You Need to Know About Proposed Changes” co-hosted by dataindex.us, [Federation of American Scientists](https://www.fedsociety.org) Data Policy Institute, [Association of Public Data Users \(APDU\)](https://www.apdu.org), [PRB](https://www.prb.org), [American Association for Public Opinion Research \(AAPOR\)](https://www.aapor.org), Association of Metropolitan Planning Organizations, Census Quality Reinforcement Task Force, [Fair Count](https://www.faircount.org), [Population Association of America](https://www.populationassociation.org), and [The Leadership Conference on Civil and Human Rights](https://www.leadershipconference.org).

ADMINISTRATIVE ACTIVITIES

- 09/08/2026, 9/22 I attended the **Wasatch County Department Head** meeting.
- 09/15/2026 Assistant Library Director Angela Edwards and I facilitated the **regular Library Board meeting**.
- 09/29/2026 I facilitated the **Library Board interviews** to fill the last Board vacancy.

PATRON COMMENTS (Email received 10/6/2026)

GREAT JOB EVERYBODY!

Today, we got the email below from a grateful patron:

We are passing through town, and decided to stop by the library to relax and enjoy the library. We are from Houston, Texas, and travel quite a lot, and have seen them in most states, and in Canada, to (we try to stop weekly). This ranks among the top in our experience. Although we didn't use it, the Children's area was great! I chatted with the staff, and they were wonderful. I feel that you may not get as many positive e-mails as you deserve, and wanted to send one.

FEEDBACK RECEIVED for participating in the Senior Resource Fair

Estimated attendance: 100-120

5 most beneficial resource tables

- 51.2% was WC Fire Department
- 46.5% was Wasatch County Library ←
- 39.5% was Senior Center
- 27.9% was Intermountain Health
- 25.6% was a tie with Spring Gardens and Boot Body Fitness

2026 UTAH PUBLIC LIBRARY DIRECTORS SUMMIT

Wasatch County Library Director Angela Edwards and Duchesne County Library System Director Dan Mauchley.

