

LIBRARY DIRECTOR REPORT OF ACTIVITIES TO THE BOARD OF TRUSTEES

01/06/2021

STAFF ACTIVITIES

- 12/16/2020 Library staff held a “Holiday Get-together” after the library closed. Staff observed social distancing, facial covering, and food handling safety recommendations.
- 12/17/2020 Library staff member Stefenee Cook conducted face-to-face and Zoom book discussions for the Wasatch County Senior Book Club (10 AM) and the Library Book Club (6 PM). The meetings were held in the library’s Bowcutt Room and participants observed facial covering and social distancing recommendations.

TRAINING & PROFESSIONAL DEVELOPMENT

- 01/06/2021 I attended the required orientation for the administration of the LSTA grant we received for the RFID project.

OUTREACH ACTIVITIES

- 12/15/2020 Library staff member Shauna Spencer and I attended the monthly meeting of the Wasatch Latino Coalition.

ADMINISTRATIVE ACTIVITIES

- 12/11/2020 I facilitated the regular Library Board meeting.
- 12/14/2020 I attended the regular monthly meeting of Utah Public Library Directors hosted by the State Library.
- 12/16/2020 I attended the Wasatch County Council meeting to answer questions about the proposed 2021 Library Budget.
- 12/21/2020 I attended an onboarding meeting with the company Asavie who provides filtering for the Internet Hotspots.
- 12/24/2020, 12/25/2020, 01/01/2021 The library was closed per the County holiday schedule. Also, the library closed at 6:00 PM on 12/31/2020.
- 01/04/2021 I conducted the New Employee Orientation for new Library Aide Jennifer Evans. Melissa Pettingill resigned her position of Library Aide to accept another job opportunity.
- 01/06/2021 I attended the Wasatch County Council meeting.

END OF DIRECTOR’S REPORT