

## 2020 September director's report

1. Director hired Tuya Dutton for the 10 hour social media and outreach librarian position. She will initially be responsible for updating the library's social media accounts and website. She will also be learning to use the video production equipment so she can be our "behind the camera" person.
2. The video editing station is up and working. The learning curve for the editing software is pretty steep. The nice thing is the company has a lot of free resources and tutorials available to help learn how use the program.
3. We purchased an additional wireless antenna to be installed in the children's library. Staff has been having connectivity issues. We also purchased an interface module to have better control and monitoring of the wireless network.  
Director ran new ethernet cables to the maker room and did all the hook up at each end. He also installed the new antenna and programmed the new interface module.
4. HVAC UV sanitizer has been installed.
5. We have had a few minor mask wearing issues, mostly patrons not covering their noses. We did have a patron refuse to wear a mask due to a "medical condition". Director asked the board president how to approach the issue and was directed to not allow entry. Since we are offering curbside service access to the library is still available.
6. Staff has been expressing a lot of concern regarding the increasing case numbers and how the library is planning to react. We did have a staff member have to quarantine due to exposure. Following provisions in the Families First Coronavirus Response Act, the library paid the employee during the missed time.
7. Director has purchased additional professional development books on library marketing, messaging, and communications. He also purchased the new addition of McCook's seminal "Intro to public librarianship".
8. Director has contacted Firespring, our website provider, to discuss digital marketing and creating a logo.