

January 2023 Director's Report:

### **2023 Friends Membership Drive Report**

- **So far, the 2023 Membership Drive has brought in:**

- 7 total members
- \$120.00 total income
- 3 have used the online payment method

### **Library Programming / Events:**

- **Online Knit & Crochet Group (continual)**
  - We continue to host weekly Zoom meetings, sometimes also outdoors or in the community room, hosted by Tena.
- **Book Club (continual)**
  - This is hosted in-person, by Beth.
- **Tinker Tuesdays**
  - These continue once a month with Beth and Paula hosting after school.
- **Story Times**
  - Paula and Beth have offered story time events in the Children's Department
- **Outreach**
  - Paula has resumed outreach visits to the Headstart & Early Headstart classes.
- **Maker Monday**
  - November and December offered a variety of take-home kits. January will be a cross-stitch theme arranged for by Rosemarie.
- **Holiday Story Walk**
  - An estimated 100 people enjoyed the mid-November to mid-December Downtown Story Walk Paula had arranged.
- **Gingerbread Painting Kit**
  - Paula had arranged for 20 kits to be distributed via the Children's Department in mid-December and they were quite popular with supplies depleted almost immediately.
- **TubaChristmas**
  - The library hosted 95 people including musicians and onlookers for the annual concert early in December.
- **Upcoming:**
  - We've received another grant from Early Childhood North Central Iowa to put together new literacy kits for families in the coming months, so be on the lookout for their release.

### **Other Updates:**

- **Friends of the EPL Community Room Fundraiser & Renovation Project**
  - As of Dec. 30th, the fundraiser has brought in an expected \$175,221 out of \$222,000, though the Friends Board has voted to approve two change orders (so far) that will extend the total project cost.
  - Construction has not progressed while they were waiting to draw up plans for those change orders and get them approved, but now that this has happened we expect to see progress again soon, and contractors assure us that (so far) no delay is expected.

- **Patron issue update**
  - Following the second offense of our behavior policy, I'd consulted with our City Attorney and sent a certified letter to the patron asking that before they re-enter the library they call to set a meeting with me to verify steps taken to remedy the problem.
  - I had also learned of a resource through Upper Des Moines Housing and spoken with that representative. I'm hopeful the patron will accept at least one of the avenues of assistance offered, and we will retain this information for anyone else in need, as well.
- **Maintenance issues**
  - Doors freezing. While it's not unusual for our north staff entrance door to freeze over, it's become much more frequent this year. Issues have ranged from ice built up on the ground outside, to a frozen lock, to the door freezing to its metal frame due to condensation. I had John from Paint & Glass help with some re-sealing of that door, which was an improvement, but the condensation issue remains. Now, the issue is also affecting the front entrance (though not as often). It seems that the combination of extreme outside temps and the humidity level inside is not working well for those metal doors.
  - Water issues. A few weeks ago, we had a wet ceiling tile near the circulation desk and had the roofers take a look. They made a change that seemed to resolve the issue (no leaks during our rainy days), but then it came back and was a good deal worse the week between Christmas and New Year's. Having difficulty reaching the roofers, I thought to also ask our HVAC crew to take a look. It turns out that the duct running our outside air had lost its insulation and was building a good deal of condensation which was running along the line and dripping into ceiling tiles and light fixtures in that area. They made adjustments to allow it to begin to dry out and will replace the insulation. When I heard back from the roofers I explained this and we've arranged to wait and see if this resolves the issues before having them come back.