

Division Highlights of Key Activities (programs, projects, operations)

- Maria Mucino, Trainer, provided 6 Spanish language sessions to 76 patrons and 5 English language sessions to 84 patrons. Sessions included how to use the mouse; introduction to the Internet; how to use mesalibrary.org; databases and library catalog.
- Denise Shroyer, Government Documents Library Assistant and Sandy Rizzo, Librarian III attended the annual EAST luncheon to honor Denise's fine work as a mediator for staff issues within the City.
- Larry Lee, Librarian II, has been working with Tim Fleming from Red Mountain Framing and the Library Friends to auction off donated materials and raising money for the Friends. Larry received a check for \$500 dollars, which he dutifully passed on to the Friends. There are several more items in the pipeline to be auctioned off this year.
- The Mesa Room continues to operate with one person only and handles the same number of questions and customers as before. However, it reduces time available for other activities. The Archivist was only able to complete the Williams Air Force Base collection and donations have declined.
- Problems with the new computer system continued for CSS work areas. In fact, no ordering of library materials was done after November 1 until December 13. The good news is that remaining issues continued to be resolved daily.
- David Jenny, Librarian II, is now assigned to the Red Mountain library and has shadowed all three Youth Services staff members in order to understand the day-to-day workings of the Youth Services Room and its collection. While wearing his computer trainer hat, he taught the fifth series of library computer classes for the quarter and completed the registration for the spring quarter classes.

Major Accomplishments (organizational and professional)

- The one-desk project at Dobson Ranch is almost completed. Construction continued the morning of Jan. 12, but other than some tiling and electrical work everything was finished by 1:30 PM when the library opened. The desk is operational and the remaining electrical work can be finished at a later date.
- The Library Director posted the first article to the Library's Blog, *Check It Out*. A number of responses and questions have been posted. Some of the answers are quick, but others require research. A second article will be posted in January.

Strategic Planning Activities

- The Mesa Room staff area will be reconfigured into a multi-faceted processing area and the Archivist will move her office to the room closest to the service desk.
- Heather Wolf's CSS Supervisory Librarian position was vacated when Heather was asked to become Acting Library Director. Heather's position in CSS will become a Management Development Opportunity (MDO).
- The MCC project meeting for December was cancelled. In January, staff from both libraries will meet separately and then jointly with the architect to do "programming exercises."



LIBRARY BOARD DIRECTOR'S REPORT January 17, 2006

Budget/Finance Related Issues

- The compact shelving units in Periodicals are wearing out. A major repair or replacement may be needed this Spring.
- The Library was awarded \$250,000 in Indian Gaming money. The money was allocated to fund new juvenile and young adult books for the Red Mountain branch (\$150,000) and Main branch (\$100,000). The last allocations were decided at the end of December and ordering of these materials began.
- The Red Mountain Library received a \$2000 check from the Chapmans.

Service Level Trends

- Because of our new computer system, we still do not have access to our monthly statistics, however holds are up significantly at all locations again.
- Also, the Main Information Services Department staffed desks with only one person for 309.5 hours during the month of December due to staff shortages.

Problem Issues (personnel, citizen feedback, political)

- The ACORN group, in conjunction with the Friends of the Library, held a candle light vigil at the Main Library on December 6th to support the library and raise awareness about potential budget cuts. Library Advisory Board Chair, Kay O' Connor, and a number of other individuals spoke passionately about why libraries are important to our community. Approximately 250 people attended.
- Since the October hiring freeze, 16 employees have resigned. This equates to 11.4 FTE. We are almost at staffing levels of the time when the branches were open just 47 hours a week.

Target Goals for the Next Reporting Period

- All work on the Library Budget for FY 06-07 will be complete.
- The Management Development Opportunity (MDO) in CSS will be advertised and applications received.
- Work on the request for proposals for new materials contracts will have begun.