

MONTHLY BOARD REPORT – 2026

OCTOBER

DIRECTOR

- New flagpole ordered
- Staff has been out for various reasons. We have maintained the best we can! We realized the issues when our small staff has more than one person out of the office and we will be working on them.
- Hired a STEAM assistant/Circulation Desk Assistant who is bilingual! Look for more programming and document translations!
- The draft budget will go live after it's voted in today.
- Headed to Glenwood Springs in November for the annual Employment Law) one day seminar.
- Been working on grants: State Grant, SMC Grant, LCLT grant, CDOT: Safe Routes grant, TF grant, eco action grant, JFK grant, ALA STEM grant.
- Partnering with the Town and the Livery for vendors for Noel Night

ASSISTANT DIRECTOR

- Attended CALCON September 9–11 and received a donation of 92 paperback children's books from Literacy Solutions for Colorado Schools and Libraries. I would like to use these as possible holiday gifts for the children- YAY!!!
- Worked the circulation desk several days while staff members were out.
- Contacted Telluride Locksmith regarding the front-door keypads, which need to be replaced due to improper installation.
- Working on the lighting timers for the inside and outside of the library; they need to be reprogrammed.
- Assisted with the first STEAM program.
- Sending invoices for severely past-due materials by email and mail.

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TECHNOLOGY & CIRCULATION

- Many compliments about the usefulness of the SMC health cabinet!
- D&D program has been experience some “growing pains” and we’re canceling the weekly program until we can evaluate and rebuild the program. Should be up again in a week or two.
- MP Room AV system is giving me a lot of trouble lately. Work-arounds have been ok to get it to function, but the system needs work.
- ASLdeafined.com services are up and functioning! Check it out!
- BAL services have ramped up some more and other staff members are helping with the demands. Good work, everyone!
- I am actively updating and revising my onboarding documents and lists to better train and help our new hires

BOARD RESOURCES

- 1. Colorado State Library-<https://www.cde.state.co.us/cdelib>
- 2. Triad-<https://triadeap.com/>
- 3. CAL Membership-<https://cal-webs.org/>
- 4. CLiC - <https://www.clicweb.org/>
- 5. Library Board Training- <https://www.everylibraryinstitute.org/>
- 6. BoardSource through ALA-
<https://www.ala.org/united/membership/mbrbenefits>

Trustees are encouraged to attend an event or access one of the resources each month.