



- On March 19, the Coldwater building was screened for bedbugs by Griffin, our usual pest control company. They brought in two bedbug sniffing dogs and separate handlers. Dogs generally are about 90% accurate in detecting bedbugs, while humans are generally 60-70% accurate. Both dogs indicated separately and at different times that they detected bedbugs in the same areas. At this time all materials that were positive “hits” for bedbugs were moved to the 2nd floor Non-fiction area and sealed off to the public until the area could be treated.
- On March 26, Griffin performed a heat treatment on the affected material in the 2nd floor non-fiction area. The library was able to remain open at this time.
- A Pack-tite has been purchased for use by the Coldwater main branch. This device was recommended by Griffen and by the other libraries that have experienced this problem that I spoke with previously.
- We are in the process of putting together procedures for the use of the Pack-tite and will be having regular bedbug screenings. It is impossible to keep bedbugs from entering the building, so our goal is to reduce the possibility as much as possible and put in place procedures to find and remove potential infestations as quickly as possible before it becomes a major problem. Staff has received some training on how to detect bedbugs in books.
- Beginning March 26, the staff entrance to the library has remained locked at all times.
- On March 28, ALTRUSA held their “Picture Me Reading” awards ceremony in Kids' Place. This was a photo/essay contest where students submitted either a photo or an essay that describes the contests theme, “Picture Me Reading”. I was a judge for this contest. Grand prize winners were given a Nook.
- On Friday March 29, Otis Elevator performed their required testing on the elevator. No immediate issues were reported.
- I am continuing to rewrite all of the outdated job descriptions. It is my goal to finish by the end of the month, at which time annual reviews of all staff under my direct supervision will begin.
- I am also continuing to work on the Emergency Procedures Manual.
- From April 10-13, I attended the Evergreen International Conference in Vancouver. There were several very informative sessions, especially regarding the “Evergreen Roadmap”, what upgrades have occurred and will occur.
 - There has been a lot of promising work done in the areas of authorities and acquisitions. I look forward to the development of these areas and their possibly incorporation into our work flows.
 - The OPAC has received many updates including working on the search algorithm.
 - Batch updating of catalog records has been expanded to include new features
 - Other updates include new hold functionality, url verification and preference additions.

Respectfully Submitted,

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