



- We conducted interviews for the Head of Public Services position on January 8-9. I was pleasantly surprised by the quality of the candidates who were interviewed.
- We reviewed applications and have interviews for the Sherwood Branch Manager Position scheduled for this week as well.
- I am currently working on the job posting for our bookkeeper position that will be opening up when Jeanne leaves in March. We are also working on dispersing most of her non booking duties to other staff.
- It's audit time! As per usual, we are working on year end tasks.
- On Thursday, January 8, we did close the library at 6:00 PM due to hazardous weather conditions.
- Things have been crazy around here with our new extended hour and the lovely weather, but we are seeing more patrons staying later.
- We are registered to have a booth at the annual Healthy Family Fun Fair, put on by the Branch Intermediate School District. This one of several annual events the library takes part in to promote our services.
- Ongoing staff evaluations
- Ongoing branch visit

Respectfully Submitted,

Evette M. Atkin