



- After the passage of the amended budget for 2015 last month, I have started the paperwork and prep work for starting up the Hoopla service, as well as the service with Envisionware for our computer management and credit card processing. Updated Microsoft licenses have been purchased for Windows and Office.
- We have started using a commercial software package called “When I Work” to aid in our scheduling of staff. We have to learn a new interface, but the features of this system promises to make scheduling much more efficient in the future.
- The work on the elevator repair will commence the week of December 7<sup>th</sup>. We expect this to last for about 3 weeks.

Submitted by John Rucker