



Branch District
Library

www.BranchDistrictLibrary.org

DIRECTOR'S REPORT February 20, 2017

Administration:

- *Evaluations:* Conducted 1 evaluation
- *Strategic Plan:* Worked on RFP to present to Public Services Committee
- *Interviews:* Interviewed potential candidates for janitor, floating clerk, and financial clerk positions
- *Branch Visit:* To Bronson to assist at public services desk for the afternoon.
- *Grant writing:* Worked on Community Foundation grant with Jessica Tefft and Kimberly Feltner

Meetings:

I attended the following meetings:

- Met with Kiwanis for ongoing discussion of plans for 2017, mainly concerning literacy and how they can help
- Library Staff meeting
- Spoke to the Kiwanis Club, along with Kimberly Feltner and Jessica Tefft
- Library Management Team
- Coldwater Chamber of Commerce with Kimberly Feltner
- Literacy Council
- Altrusa meeting
- California Township meeting
- BDL Public Services Committee to discuss Strategic Plan RFP

As it is in many other organizations, February has been busy yet not so much that I didn't have time to catch up on professional reading.

Submitted by Linda Lyshol



Certificate of Appreciation

Presented to

Branch District Library

in recognition of your presentation before the

Kiwanis Club of Coldwater

*A book has been donated in your name to an
Elementary School in the Coldwater District*

A handwritten signature in cursive script, appearing to read 'Mark Ott'.

Mark Ott, President

January 23 , 2017