

**Executive Director's Report
May 2024**

(Covering time period of April 18, 2024 through May 14, 2024)

✓ **Highlights:**

- **Four new board appointments approved by the Onondaga County Legislature on April 2, 2024. Two reappointments.**
- **Strategic Planning – External Survey completed (1202 responses by 5/9; closes 5/11)
Thank you to Outreach and Communications!**
- **Staff Day – excellent presentations and breakout groups, great participation. Thank you to Rebecca Maguire and planning committee!**

✓ **Upcoming:**

- **Science of Reading Training on May 16, 2024.**
- **Installation of Beauchamp Branch front doors.**
- **System Retreat**

✓ **Help Needed:**

- **Advocate for the library in every manner possible.**
- **Attend monthly Board meetings.**
- **Report any trainings to Sharon Rorer**

“Fairy tales are more than true: not because they tell us that dragons exist, but because they tell us that dragons can be beaten.” – Neil Gaiman in *Coraline*

Personnel

- Part-time Librarian Assistant at Mundy Branch – Hired.
- Librarian I at White Branch – Hired.
- Part-time Library Clerk I at Central – Hired.
- Part-time Page at Mundy Branch – Hired.

- Part-time Page at Betts Branch – Hired.

Meetings

- Brian Donnelly, Deputy County Executive
- Monica Williams, Chief Diversity Officer, Onondaga County Office of Diversity and Inclusion
- Sam Edelstein, President OCPL BOT
- Ed Kochian, OCPL BOT
- Christine Ondrako, Treasurer, OCPL BOT
- Kim Schellinger, FOCL Executive Director
- Tor Loney, Library Development Specialist, DLD, NYS Library
- FOCL Board Meeting
- PULISDO
- Administration Meeting – Mark Carter, Rebecca Maguire, Dane Dell, Rene Battelle
- Rene Battelle, Administrator for Public Services and Special Initiatives
- Dane Dell, Director of Library and Information Systems
- Mark Carter, Administrative Director
- Rebecca Maguire, Administrator for Library Operations
- Katie Hayduke, Acquisitions Manager
- Amanda Perrine, Coordinator for Member Services
- Tom Walters, Communications
- Val Massulik, President, CSEA Onondaga County Library Unit
- Sharon Rorer, Administrative Assistant
- Aimee Newton, Administrative Assistant
- Yona Williams, Public Information Assistant
- Amanda Perrine, Coordinator for Member Services.
- OCPL Communications & Outreach Teams
- Strategic Planning Meeting
- Stillwork Consulting Group
- Facilities
- Ways & Means
- TAC Meeting – NOPL at North Syracuse
- Sandy Miller-Martens, Administrative Officer, Department of Finance, Financial Operations

Priority Items

Long Term:

- Increase collaborative partnerships within the community which will aid in developing innovative opportunities to promote literacy and reading.
 - Collaboration with Redhouse
- OCPL is increasing its focus on materials, services and programming for older adults
 - Memory Café – first program is May 23rd.

- Greater emphasis on communicating and promoting programs designed for and of special interest to seniors. Paine Branch partnership with CARES at LeMoyne to present series for 55+.
 - Considering Books by Mail service
- Develop recruitment strategy to attract qualified, impactful candidates. Beginning in 2024, the County will provide new and enhanced benefits, including:
 - A partnership with SU on a new education benefit that includes a discount on tuition rates.
 - Reduction in waiting period for receiving health benefits after hire.
 - Discussion with member libraries on strategies to ensure a robust pool of candidates available for hire (including part-time positions).
 - Explore and develop succession planning that involves training and leadership opportunities for current employees.
 - Increase readership, circulation, and meeting space use
 - Central and city branches will continue serving as voting sites in 2024 Offer more shared programs across the branches in 2024 and continue to offer annual, signature events that patrons look forward to each year (Quilt Show, Halloween Costume Swap, Fall Festivals, Strawberry Social, etc.)

Short Term:

- Prioritize adequate training opportunities for all staff – both new hires and longtime employees.
 - Training Tuesdays at Central 2024 planned; training sessions are available to system staff.
 - Preliminary discussions to participate in an IMLS grant funded project – Practicing Access. Pilot test a series of simulations designed to provide practice in assisting librarians in resisting censorship attempts.
 - Cultural sensitivity training for all staff is planned at Staff Development Day in May.
 - Training for staff on new copy/scanning/fax machines.
 - Review security guidelines during monthly security meetings.
 - Training for Springshare
- Assess staffing levels to ensure customer service.
 - Exploring creative options for filling temporary vacancies created by reassignments, or temporary absences, including part-time librarians and substitute librarians.
 - Explore short term support and work distribution plans.
 - Assessing need to increase staff numbers to ensure equitable service for all ages.
- Create branch assessments which include meaningful demographic information
 - Branch assessments have been completed and are posted on the Branch Manager’s Team page. As we begin the strategic planning process, the branch assessments will be especially useful.
- Explore new ways to connect with the post-pandemic community.

- Build more entry points to the library through outreach; acknowledge that some community members still find it difficult to come to our libraries and find ways meet their needs. (Books by mail, pop up libraries, curated digital shelves on other websites that lead to the library, encourage digital interaction).
- Critical look at OCPL website
 - Scheduling software purchased – Springshare will be used by Central and the branches, and will be available to all member libraries.
 - Scheduling website demos.

Respectfully submitted,



Dawn Marmor
Executive Director

May 9, 2024