

Executive Director's Report

July 2024

(Covering time period of June 12, 2024, through July 16, 2024)

✓ **Highlights:**

- **OCPL's Book Bike has arrived!**
- **Summer Reading Kick-Offs included a variety of events spread throughout the system. Thanks to Tom and his team for getting the word out. Special thanks to all of our dedicated children's librarians for reaching out to local schools to arrange visits to promote summer reading as well as hosting class visits to the library.**
- **OCPL's weekly participation in the Farmer's Market continues – thanks to Maggie and staff for making sure the library is well represented.**

✓ **Upcoming:**

- **With summer events launched, thoughts turn to the fall – Amanda and her team are planning the System Retreat at Arrowhead Lodge on September 10th.**
- **Light a Candle for Literacy Annual event is scheduled for September 7th**
- **NYLA Annual Conference in Syracuse November 7th through 9th.**

✓ **Help Needed:**

- **Attend monthly Board meetings.**
- **Report any trainings to Sharon Rorer.**
- **Promote library services with your friends and families.**

*“Live in the sunshine.
Swim in the sea.
Drink in the wild air.”*

-Ralph Waldo Emerson

Personnel

- Librarian II at Mundy Branch – Hired.
- Part-time Library Clerk I (2) at White Branch – Hired.
- Library Clerk II at Soule Branch – Hired.
- Library Clerk II at Beauchamp – Hired.

Meetings

- Brian Donnelly, Deputy County Executive
- Sam Edelstein, President, OCPL BOT
- Ed Kochian, OCPL BOT
- Christine Ondrako, Treasurer, OCPL BOT
- 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
- Sophia Brandt, Director Marcellus Library
- Nickie Marquis, Director, Skaneateles Library
- OCPL Communications & Outreach Teams
- Strategic Planning Meeting
- Stillwork Consulting Group
- Access to Justice in NYS Courts
- Lisa Romano Moore, Executive Director, Onondaga Historical Association
- Kathy Coffta Sims, Director of Communications, William G. Pomeroy Foundation
- Maria Mahar, Deputy Commissioner Onondaga County Department of Adult and Long Term Care Services.
- JoAnne Spoto Decker, Commissioner Onondaga County Adult and Long Term Care Services.
- Roxanne Cuebas, Program Officer, Health Foundation for Western & Central NY
- Jordan Bellasai, HFWCNY

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
 - Collaboration with OHA and William G. Pomeroy Foundation
 - LCFL
- OCPL is increasing its focus on materials, services and programming for older adults
 - Memory Café – investigating possibility of adding/collaborating to bring Musical Memory Café to libraries.
 - Greater emphasis on communicating and promoting programs designed for and of special interest to seniors. Paine Branch partnership with CARES at LeMoyné 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 presented at Staff Development Day in May.

- Training for staff on the operation of new copy/scanning/fax machines – in progress.
 - Training for staff on Springshare – in progress.
 - Review and update security guidelines during monthly security meetings – completed.
- 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 – hiring seasonal aides.
 - 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, Branch assessments have been especially useful during strategic planning.
- 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 to 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
- Springshare in use at Central, city branches, and many member libraries.
 - Demos of Vega Promote (library marketing and communications – digital marketing automation tool) and Promote-Web (website building tool) completed..

Respectfully submitted,



Dawn Marmor
Executive Director

July 10, 2024