

**Executive Director's Report
June 2024**

(Covering time period of May 15, 2024, through June 11, 2024)

✓ **Highlights:**

- **New events calendar (Springshare) live at 6 libraries; other locations completing in house training and expected to go live by the end of the month – thank you Val Massulik!**
- **Participation at the Syracuse MakerFaire at the NYS Fairgrounds.**
- **Installation of accessible front doors at Beauchamp Branch.**

✓ **Upcoming:**

- **Beginning of Summer Reading Program Kick-Off – Adventure Begins at Your Library.**
- **Book sale at Petit Branch during the Westcott Street Cultural Fair annual celebration.**
- **Participation in the CNY Pride Parade and Festival.**

✓ **Help Needed:**

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

*Then followed that beautiful season... Summer.... Filled was the air with a dreamy and magical light;
and the landscape Lay as if new created in all the freshness of childhood.*

Henry Wadsworth Longfellow

Personnel

- Librarian II at Central Library– Hired (Promotion)
- Librarian II at Mundy Branch – Hired.
- Part-time Library Clerk I (2) at White Branch – Hired.
- Library Clerk II at Soule Branch – Interviews being scheduled.
- Library Clerk II at Beauchamp – Interviews in progress.

Meetings

- Brian Donnelly, Deputy County Executive
- Sam Edelstein, President, OCPL BOT
- Ed Kochian, OCPL BOT
- Christine Ondrako, Treasurer, OCPL BOT
- Tor Loney, Library Development Specialist, DLD, NYS Library
- 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
- Brenda Shea, Director, Fairmount Community Library
- Jeannine Chubon, Director, Salina Library
- Susan Reckhow, Director, Liverpool Community Library
- Jennifer Burke, Director, Maxwell Community Library
- OCPL Communications & Outreach Teams
- Strategic Planning Meeting
- Stillwork Consulting Group
- Science of Reading
- Innovative demo of Vega Promote and Vega Promote Web
- Access to Justice in NYS Courts
- Lisa Romano Moore, Executive Director, Onondaga Historical Association
- Kathy Coffta Sims, Director of Communications, William G. Pomeroy Foundation

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
- OCPL is increasing its focus on materials, services and programming for older adults
 - Memory Café – Bridge Street link <https://www.localsyr.com/bridge-street/library-helping-with-memory-loss/>
 - 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 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 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 to be used by 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) scheduled.

Respectfully submitted,



Dawn Marmor
Executive Director

June 6, 2024