

**MONTHLY REPORT
AGENDA ITEM #4**

By: Brian Kenney
Dept. Library Director
Subject: Monthly Report
Date: June 13, 2018

In the past month, I have been involved in the following projects and activities:

- Finalized work on capital project to date, develop and complete punch list of items
- Help plan the final phase of capital project: front door replacement
- With Bermelo, Ajamil architects, began designs for next capital project: gallery and meeting rooms A and B
- Meet weekly with café management to resolve issues, plan
- Interviewed candidates for librarian position in the Trove
- Helped coordinate the migration of WLS ebook collections to one collection, migrated WPPL collection
- Participated in NarCan training from Westchester County Department of Health
- Attended BookExpo American at the Javits Center 5/30, 6/1
- Co-chair WLS committee to select next Integrated Library System
- Managed Public Library Director's Association meeting
- Coordinated photo shoot of first floor for submission for design awards