

By: Kathleen Degyansky
Dept.: Assistant Director
Subject: Monthly Report for October 2020
Date: November 10, 2020

OUTREACH AND COLLABORATION

- Assisted with preparations for the Library to serve as a polling place for Election Day.
- Coordinated the proper procedure for a donation of art from a local resident. We received a painted bench which was placed in the Trove but was never formally accepted. Board action is required.

PROGRAMMING AND EXHIBITS

- Funding was secured for a second series of the Pause and Reflect writing workshop. The program will again be led by Julia Rust. Sessions will run from October 6 through December 1.
- Working with two artists to arrange for exhibits in spring and summer of 2021. The revised policy calls for a committee to review the application and submission of samples. The committee is not yet formed.

INTERNAL

- Submitted the final report to the State Library Development Construction grant office for funds received for the Gallery and meeting room renovations. Once approved by the State, we will receive the final payment.
- Performed maintenance tasks on the Library's text-a-librarian service. This involves entering auto-responder messages for all holidays.