

**Holmes Public Library  
Director's Report  
January 04, 2020**

**Director's Goals for March2020 – February2021**

1. **Implement a Community Read** – Program will run Spring 2021, chose book selection, write grant for local Cultural Council funding, developed calendar of events, research suitable programming, facilitate programs, work closely with Assistant Director on publicity, coordinate community groups for participation, serve as liaison to local schools and oversee all aspects of Halifax Reads.
2. **Write a Filming Policy for the Holmes Public Library** – research policies through the Massachusetts Library System and town procedures on filming in the library and write policy for Trustee approval
3. **Collaborate with the Council of Aging to make the Library and Halifax community Age and Dementia Friendly** – Meet with the Director of the COA to discuss the possibility of creating a memory café, explore opportunities from the Massachusetts Board of Library Commissioners to support people of all ages in growing old.
4. **Update plan that attracts underserved population to the library** – (See attached)
5. **Continue work to create a Local History Corner** – add shelving to provide attractive space for new purchased materials on local history, and framed maps, provide area to display objects from the Museum, provide space for a local author section, and organize historical documents including library memorabilia and make easily accessible to patrons.
6. **Begin the Planning process for the next Long Range Plan** – The next Long Range Plan will cover FY23-FY27. I will attend strategic planning workshop, develop a survey, form a committee. Plan will be submitted October 2021.
7. **Complete FY22 Action Plan**—This document is required by State and must be submitted each year. This document defines the objectives and specific actions for the next fiscal year to meet the goals of Long Range Strategic Plan.
8. **Additional**— submit town budget, Aris and Financial Report, Annual Town Report within the required deadlines, attend required SAILS Membership meetings, attend workshops to keep current with library trends, attend all TRIAD meeting, provide tender, loving care to all monthly programs, continue to facilitate Evening Book discussion, attend all Friends meetings.