

SUMMARY OF DIRECTOR'S REPORT

Given to Board of Trustees October 9, 2018

DIRECTOR'S REPORT

Mrs. Brenner gave her report.

Interior Renovation. Mrs. Brenner contacted a number of companies that were provided by Jim Lothrop for Hazardous-Materials and Geo-Technical Consultants to request a proposal for their services. The Library's attorney is reviewing the draft proposal for Architectural, Interior Design and Engineering Services from Jim Lothrop Architects Associates, LLP.

Rave Panic Button App. Representatives from Nassau County Police Department presented a RAVE (emergency alert system) Panic Button workshop for Library Directors on Wednesday, 9/26. The Directors completed application forms for the app. A representative from the RAVE company will contact Mrs. Brenner via email to set up an online meeting where Mrs. Brenner will receive a spreadsheet to complete containing names, emails and smart phone numbers of Trustees and staff that will download the RAVE app onto their smart phones. Once this information is verified, a test of the system will take place. A geo fence will be placed along the perimeter of the Library property. This will aid Nassau County police as to the exact location of the emergency. The Library RAVE app will not work outside of the geo fence area.

Great Give Back. The Great Give Back is an island wide effort to bring awareness that libraries can make a difference. Saturday, 10/13, libraries in Nassau and Suffolk counties will give back to their communities through a variety of projects. Our patrons will have the opportunity to color and design bookmarks that will be distributed to local nursing homes, adorn a bag that contains a craft for children in hospitals and decorate fabric blocks to contribute to the Safe and Warm Quilt Initiative Campaign to benefit homeless youth

SMART Board. The Library now has a SMART board for Library use. A SMART board is an interactive whiteboard which allows many forms of media, photos, maps, graphs, video, etc. to be displayed. The interactive nature of SMART boards offers patrons the opportunity to share and participate in the learning process.

Delayed opening. The Library will open at 1:00 pm on Wednesday, 10/10, to repair the leaking main water line in the building. The water coming into the facility must be turned off in order to complete the repair.

Sexual Harassment Policy. The New York Senate recently passed a bill aimed at strengthening and reforming the state's sexual harassment laws. The Library's attorney has compiled a Non-Discrimination and Harassment Policy for the Board to review. The policy requirement takes effect on October 9, 2018. As with Workplace Violence Prevention, annual staff training is mandatory.

Food Drive. The Library is participating in a food drive organized by Legislator Josh Lafazan benefiting Island Harvest. Bins will be in the lobby from 11/3 to 11/17.