

## Director's Report May 20, 2026

### Sarah Glogowski, Executive Director

Sarah will give a verbal report to the Board.

### Heidi Eckerson, Member Services Librarian

#### Collection

- Digital: Curated digital book displays in Libby; selected, purchased, and promoted OverDrive content; ran reports for OverDrive Reciprocal Lending Agreement partners and FLLS members. Coordinated and planned Selectors in person meeting for May.
- Physical: Assisted with sorting delivery

#### Continuing Education

- Web Accessibility Learning Circle (South Central Regional Library Council)
- Choose Your Own Adventure Mask Making and Johari Window (Mike Bishop at FLLS)

#### Member Libraries

- Provided consultation to members on a variety of topics
- Other meetings: Monthly Directors; Member Library Support Group, Web Accessibility
- Provided content for Finger Lakes Library System Monthly Bulletin
- Shared relevant webinar and programming opportunities via listservs
- Participated in Outreach Mini grant review team meeting
- Coordinated delivery of Superspace Tiles to Waverly

#### Summer Reading/Youth Services

- Hosted in-person Summer Reading Planning meeting at FLLS.

#### Special Projects

- New York State eBook Working Group mtgs
- Took notes at FLLS Plan of Service Seneca and Cortland counties Focus Groups; committee meeting
- Attended Tompkins County Friends of the Library Book Sale to support FLLS member libraries and select books for our bookshelf in foyer

#### Trustees

- Wrote May/June Trustee Newsletter
- Continue to develop Trustee Resources LibGuide; shared trustee education opportunities via listserv

### Deb Geier, Technical Services Librarian

#### Cataloging:

- During the month of April, I edited and imported 4724 bibliographic records.

#### Interlibrary loan for April 2026:

- Items circulated: 15808. Year to date: 62866
- Total requests submitted: 15913. Year to date: 63258
- Percentage filled: 99.3. Year to date: 99.4

#### Out-of-system interlibrary loan for April 2026:

- Items borrowed/copied: 591. Year to date: 2265
- Items loaned/copied: 280. Year to date: 935

#### Meetings:

- April 22: OCLC Community Meeting, OCPL, Syracuse

### **Jenny Shonk, Education and Outreach Librarian**

- **Annual Reports:** Annual Reports were opened on April 1 with a deadline of April 16, which was extended to May 1. Prepared and presented an Annual Report Webinar with 20 attendees. Held one-on-one appointments with directors at Lodi, Dryden, Cincinnatus, and TCPL. Sent out Polaris data. Started compiling data for the System Annual Report that is not yet released.
- **Continuing Education:** Helped Heidi set up for the Summer Reading meeting and assisted that day. Hosted “Choose Your Adventure in Mask Making” with Mike Bishop; the workshop used creative activities to help the 10 attendees improve their communication strategies.
- **Correctional Facilities & County Jails:** Created an Ingram cart for Cayuga Correctional, to be reviewed by DOCCS. Connected with new librarians at Five Points and Auburn Correctional Facilities; planned purchases and restarted ILL.
- **Inclusion, Diversity, Equity, & Accessibility:** Attended the SCRLC Website Accessibility Learning Circle. Attended the SCRLC Diversity, Equity, Inclusion, Justice, and Accessibility meeting.
- **Outreach:** Attended NYS Outreach meetings. Held the bi-annual Coordinated Outreach Services Advisory Council (COSAC) meeting; reviewed 18 Outreach Mini-Grant submissions and selected 15 recipients, totaling \$24,135. Organized the grants for COSAC before the meeting and acted as the lead reviewer on 6 applications; notified all applicants after the meeting and began drafting letters. Provided audiobooks to a Talking Book & Braille Library patron. Helped Kellogg Free Library set up a patron to receive free books through the mail.
- **Professional Development:** Attended various webinars about ICE operations in libraries and website accessibility.
- **Reference and Consulting:** Answered 56 consulting questions for member libraries with a focus on Polaris and Annual Reports.
- **Miscellaneous Meetings:** Hosted the monthly Member Library Support Group meeting for 12 attendees. Attended SCRLC Educational Services Advisory Committee meeting.
- **Miscellaneous Tasks:** Organized content for the monthly bulletin. Helped Heidi prepare and send out Summer Reading bookmarks and posters to all 33 member libraries.

### **Eric Franks, Computer Network Services Specialist**

- April began with 52 open tickets and ended with 39. There were 50 new tickets opened during the month and 63 were closed: Wayne 1, Helpdesk 1, Rex 7, Eric 54.
- Eleven libraries ordered supplies in April, including seven orders for barcodes, spine labels, and receipt paper.