

**Director's Report**  
**November 12, 2024**

The Director represented the Library at the History Maker's Day staff training at the Piscataway Library, sponsored by LibraryLinkNJ. Libraries are beginning to plan for the 250<sup>th</sup> anniversary of 1776-2026 American Revolution. This event hosted Libraries, Museums and History Organizations. It's never too early to start planning.

Michael, Dana, Allia and I attended a community meeting at Lindenau School. Just a first meeting to get things rolling. We are in the process of developing a plan to ensure that all students in the school have Library Cards along with their parents. This will be followed up with the Bookmobile visits and we hope being able to bring the children to the Main Library.

The Director attended the pre-bid meeting on October 23<sup>rd</sup> at the North Edison Branch. Construction reps toured the building and asked a myriad of questions.

The Director and Debra completed our interviews for Administrative Assistant to the Director. We expect to make a final decision this coming week.

The Friends Book & Bake Sale brought in over \$1,000 this round. Many thanks to all the volunteers both adult and teens that made this event possible. Thanks to Michael for ensuring that the sale was organized and ran smoothly along with Friends President Sara Nassar.

Two building meetings were held on Monday, October 14 and Monday, October 28. Things are moving along nicely at the Main Branch with the upper level still on target for completion around December 15<sup>th</sup>. Kevin and Priti have been working with Ocean Computers to rewire the internet, telephone, and camera wiring on the Upper Level in preparation for opening. New furniture has been ordered but we do not expect it to arrive in time for our Upper Level opening.

The Director met with the staff of the Bookmobile to work our procedures for future stops and scheduling. We expect to now revise our schedules quarterly instead of every month. This has now been added as a monthly meeting.

There are capital items in the works including a new copy machine, electronic sign for Main, a replacement vehicle for our Dodge Caravan which was turned into the Township.

The Director met with the staff that does programming. This will be a meeting scheduled each month. We received procedures, handling request for checks, Program planning deadlines and developing a set program schedule.

The Director met with the Library Personnel Committee and the Union for two negotiations sessions. The next session is scheduled for Thursday, December 5<sup>th</sup>.

The Director was present as our "Owners Rep" and Anthony Iovino from Arcari + Iovino opened the bids for the North Edison Branch Renovation and Expansion Project. Not all of the Phase 1 Projects are completed yet. Our Project was a Phase 2 Project.

This past week has been much quieter in the Library with the annual Teacher's Convention in Atlantic City. Noise level yes! Busy? Just the same. So many parents came in with their children this week to get Library Cards, check-out books and work on our AWE Learning Computers. Tuesday was "bonkers" at the Main Library since all voters had to walk through the Library to get to the Meeting Room. Staff reported that they made many new adult Library cards and patrons who never use the Library wanted to know more about our free program offerings. The People's University 24/7/265!

Respectfully submitted,  
Allan M. Kleiman, MLS  
Library Director