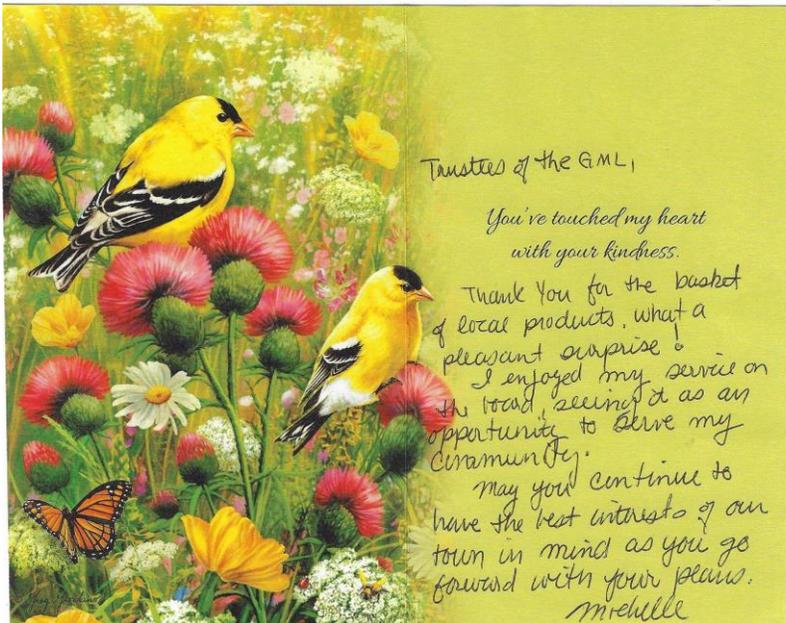


## Director's Report November 2022

Respectfully submitted by Chelsea Jordan-Makely on November 14, 2022

### Joys and successes:

- We had fun celebrating Halloween with everyone at Pine Hill, and here at GML! Thanks to Dominique for collecting and printing the literacy tips that we gave out with our Halloween candy, and to Pine Hill Orchard for hosting another successful event.
- Welcome our newest on-call library assistant, Caitlyn Conley! Caitlyn has an MFA in Creative Nonfiction, and experience in theater and event coordinating. She and her family are new to Colrain—we met at the Halloween event at Pine Hill!
- The Friends of the Library put the flower gardens to rest, and planted some bulbs for spring. We chatted about the holiday season and made plans to decorate the light posts and balconies with greenery, lights, and bows, in addition to stringing lights in the trees.
- Michelle Hillman sent this thank you card for the gift basket, and in regards to her time as a library trustee:



### Building & Grounds:

- Heartwood Window Restoration, a local company, won the bid to install the energy-efficient window inserts. This work has been mostly completed as of November 7th, and they are barely noticeable! In fact, we suddenly received several compliments as to how sparkling clean our windows look!
- Emma Picardi of the Conway School of Landscape Design will present her report to her classmates and instructors on Saturday, November 19th by Zoom. Chelsea will be in

attendance and has asked if others can join.

### **Programs and services:**

- We purchased two new laptops this year, and then upgraded the two old laptops, so we can now let them out to patrons on loan! The loan period will be for one week. A program called Deep Freeze protects both the machine and the user by “cleaning” the computers between uses. The patron would be responsible for the cost of the computer if it is not returned or if it is damaged. We’re in conversation with Northeast IT to work out all of the logistics behind these loans and will plan on a “soft launch” before we advertise this service more broadly.
- We began advertising for participants to our People’s History of Colrain podcast, and also purchased some of the equipment that will be used in our production.

### **Please help us create the People's History of Colrain Podcast!**

GML, with help from the [Piti Theatre Company](#) and [Ohketeau Cultural Center](#), seeks participants ages 14 and older to help research, write, and produce a local history podcast! Uncover forgotten stories, learn new tech skills, and connect with others in our community.

This project kicks off in the New Year and will continue through September of 2023, thanks to a generous [grant from the MBLC](#).

Interested parties should email [Griswoldmemoriallibrary@gmail.com](mailto:Griswoldmemoriallibrary@gmail.com) to learn more!

- November concludes our Wellness Wednesday series with the Regional Public Health Nurses from FRCOG. Lisa and/or Meg were on site five times in total, and though the last of these visits has not happened as of the time of this report being written, they have connected with 25 people so far, providing covid and flu vaccines, along with important information.
- We’re ready to launch our GML “Craft Central,” a reboot/continuation of the Maker Cart where patrons can use craft supplies like hot glue guns, washi tape, and decorative scissors. We’re suggesting that people use these items in house or speak with a staff member about taking them on short-term loan. In related news, we added two digital recorders (audio) to the Library of Things. These relate to the People’s History of Colrain Podcast but is also available for others to borrow.

### **Administration:**

- Chelsea submitted several applications to the Digital Commonwealth for digitizing Annual Town Reports. The library currently holds several boxes of these booklets, as well as bound volumes, all of which are also held by the Town Clerk. The Digital Commonwealth has since advised that they will accept this project, but this means that we need to find a way to get these items there!
- In October, there were 1,486 checkouts and renewals, up a bit from September when there were 1,301 checkouts and renewals. The monthly average to date, for this year so far, is 1,392. This is consistent with the previous year.

We helped 372 in-person visitors, or about 2.6 visitors per hour in October. The average per month to date this year is 359 visits, or 2.7 visits per hour open.

Our patrons borrowed 98 eBooks, and 121 audiobooks in October. The 2022 averages per month are 85 and 137, respectively, as compared to 94 and 135 in 2021.

- The library’s draft budget for the fiscal year 2024 is due to the Town Administrator December 31st. Several grant opportunities are available that may help us to augment our municipal appropriation:
  - [Mass Cultural Council’s Cultural Facilities Fund offers Capital Grants](#) up to \$200,000 (1:1 match) for projects such as renovations or repairs to an existing structure, or

Feasibility & Technical Assistance Grants up to \$50,000 (1:1 match) for costs and expenses related to overall planning and feasibility for a proposed eligible project. Applications are due February 2nd.

- Letters of intent for LSTA (Library Services and Technology Act)\* FY2024 grant applications are due December 6th. Of the current grant opportunities, the following may be of interest:
    - The [Archives Arrangement & Description grant](#) funds up to \$20,000 over one year to help libraries improve access to their archival collections.
    - The [Dig in! Growing Libraries with Gardens and Nature-based Learning Spaces grant](#) funds up to \$20,000 over one year “establish or expand a garden area at the library that will serve as an educational space. Projects should include a strong programming component with an emphasis on hands-on activities. Libraries should have vested partnerships at the proposal stage. Potential partnerships could include area environmental groups, gardening clubs, Board of Health, and other relevant organizations.”
- \*Please note that our “People’s History of Colrain Podcast” is funded by an LSTA “Go Local” grant. Note also that to be eligible for an LSTA grant, a library must have a current strategic plan and annual action plan on file. Our current strategic plan will see us through 2024, whereas we’ve not yet submitted an action plan for 2024. See our 2022-2023 action plan [here](#).
- The Open Program is a general grant opportunity to foster improved library services for specified target audiences. Libraries may apply under the Open category when other MBLC grant offerings are not a good match. The Open Program allows applicants to apply new methods to solve problems, build programs, and best carry out their library’s mission and plan. It encourages creative program development and rewards those librarians willing to engage in a higher level of effort and to take those risks. The federal LSTA program encourages such innovation and risk-taking.
- The Association for Rural & Small Libraries is offering [“Sustainable & Resilient New England Libraries” grants](#) in the amount of \$5,000-\$15,000 for projects that support sustainability and resiliency, such as “community gardens, food banks, seasonal CSA programs, community swap events, Repair Fairs, etc.” The deadline for applying for one of these grants is November 22nd.