

Wythe-Grayson Regional Library
Mary Thomas,
Director's Report

New Personnel

Mary R Thomas, MSIS, start date was June 1, 2016 as Regional Director.

Contact information for Mary Thomas:

Cell Phone: 423-794-6014

Direct Email: mthomas.wgrl@gmail.com

Generic Email: wythegraysonlibrary@gmail.com

Mary has requested the brochure and website use the generic Email.

Personal Comments from Mary:

The Regional and Grayson Library staff have been wonderful. I truly feel like I am 'part of the family'.

I am in the process of learning the Evergreen ILS, thanks to the specific efforts of Phyllis, Gladys and David. Amber has been of great help in pointing out some of the day-to-day activities for front desk circulation staff.

I have dropped in to see the Whitetop and Fries Libraries to introduce myself. When I dropped by the Fries Library Rea was busy! I was able to watch Rae in action and meet a few of the clients of the RRPL.

I have been in and out of the Wythe County Library meeting the staff, library users and becoming familiar with the setup at WCPL. The staff have been helpful in answering my many questions.

I have been in contact with Kim Armentrout, Library of Virginia. She will be conducting a Director Orientation on Friday July 1. She and I will be meeting at the Wythe County Library (time commitment estimate: 3 hours). Kim is also making sure that I am connected to all the list-serves that I need to be on.

Activities

Evergreen training: Phyllis Bobbitt is continuing the process of going over the various aspects of Evergreen Circulation. Phyllis and Debby Jackson-Ricketts are demonstrating the different aspects of Evergreen Reports.

Mary Thomas dropped in to see the Fries Library and introduced myself to Rae Wilding. When she dropped by the library was busy! This was a great opportunity to watch Rae in action and meet a few of the clients of the RRPL.

Mary participated in the Grayson County Library's Cob Web Broom Program. This was an awesome program.

On June 9, 2016, Mary attended and was introduced to the Grayson County Board of Supervisors.

E-Rate

Contact information was changed from Janet Cox to Mary Thomas. All E-Rate information is being sent to m.reva.thomas@gmail.com address. This email will be used exclusively for E-Rate correspondence, at this time.

State Funds- Remaining Funds (New Expenditures)

In a meeting, consisting of Mary Thomas, Janet Cox and Debby Jackson-Ricketts, the best use of the remaining state funds was discussed. The estimate was that we had about \$11,500.29 to spend. This overage was discussed at the March 2016 Board of Trustees meeting. There are several pieces of equipment that would benefit our library patrons and have been ordered.

These items are:

<u>ITEM</u>	<u>QT</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
AWE AfterSchool Edge Station	(2)	\$2733.33	\$5456.66
AWE Early Literacy Station	(1)	\$2733.33	\$2733.33
Audio Y splitters (AWE)	(5)	\$3.00	\$15.00
HP-ENVY 5660 Scanner/Printer	(2)	\$89.99	\$179.98
		TOTAL	\$8384.97

Becky Bennett was asked to contact the AWE representative for a quote on 2 AWE AfterSchool Edge Stations and 1 AWE Early Literacy Station. With these additions, each library in the system will be able to have an Early Literacy Station. (Grayson will give Fries one of their two Early Literacy Stations). Wythe and Grayson County Libraries will each get an AWE AfterSchool Edge computer. The Audio splitter will allow two headsets to be plugged in to one station – allowing a shared activity opportunity.

A comment that the staff have heard is needing the ability to print from out wireless users. Two wireless scanner/printers will be purchased for the Grayson and Wythe County Libraries. The wireless scanner/printer will need to be turned off when the libraries are closed.

Janet will use the remaining funds will go to purchase needed office supplies. She will submit a list as soon as the exact amount remaining is known.

AWE AfterSchool Edge Station Features (designed for ages 6-12)

See website for further information: <https://awelearning.com/afterschool-edge/>

AWE Early Literacy Station (designed for ages 2-8)

See website for further information: <https://awelearning.com/early-literacy-station/>

Insurance (Not paid as of 6-10-16)

Contacted Steven Willis on 2016- June -09 concerning the status of changing insurance companies. The Invoice for the VML Insurance needs to be paid by June 14, 2016 to insure seamless coverage. (This invoice will be paid if there is no board action prior to June 14, 2016)

State Funds (Received Items)

The following items were ordered off of state funds, and have been received, which include Computers, Carts, Children's area rug, Shelving, Headphones, computer mice, headset and surge protectors.

New Computers

WGRL has received 8 computers (State Funds). Three have been distributed to Mary Thomas, Dexter Edwards and Lori Edwards.

State Aid Purchased and Received:

<u>ITEM</u>		<u>QT</u>
Computers	(Wy & G)	(7)
Computer	(WT)	(1)
Carts	(Wy, G & Reg)	(3)
Rug	(FPL)	(1)
Headphones	(all)	
Computer Mice	(all)	
Nortel Headset	(Wy, G, Reg.)	(3)
Surge Protectors		