

DIRECTOR'S REPORT

October 2016

HVAC Replacement Update

The legal notice for the replacement of the lower level HVAC (Unit 2) was published in the first week of October in the Massapequa Post. Contractors have access to the project specifications for bidding entirely on-line through the architect's special portal. The pre-bid conference to review the scope of the work was held at the Library with potential contractors in attendance on October 20th. The seal bids will be received and recorded on Monday, October 31st. Since all the air-conditioning units have been shut down and there is no need for heating in the lower level of the Library at this time of year the actual installation can begin at any time after the awarding of the bid on October 31st. However, the Trustees must formally award the the contract at the November board meeting.

NYS Public Construction Grant

I was very pleased to be notified that the Plainedge Library received funding though the NYS Public Construction Grant for one half the cost (\$45,000) for the HVAC replacement project. The maximum amount that can be awarded is ½ the estimated cost of the project.

Wall Repair

Due to a small, continuous water leak from the rear outer wall, the back interior wall was damaged. Mid-Suffolk Construction re-pointed the brick wall and built up the outer concrete sills, so that water could not penetrate into the interior of the building. Mid-Suffolk also totally replaced four sections of the interior dry wall. I think this may solve the problem.

Side By Side Brochure

An updated Plainedge Library and Plainedge Schools Side by Side Brochure with a short summary of services available to teachers was again distributed to every teacher within the school district. During the school year we host a large number of class visits from the elementary schools and teachers do use the Library resources

for class assignments. Our Side-By-Side brochure encourages teachers within the school district to schedule class visits and also use Library resources for homework assignments.

AVAYA

Michael Dietz arranged for AVAYA to install a new upgraded phone system at no additional cost to the Library. We have been experiencing problems with the present phone system almost on a daily basis. Since the actual 17 years old phones now in use are outdated and no longer available. AVAYA is only able to send re-refurbished phones when we request replacements. An Avaya technician was sent to the Library to check the existing lines, the phones, and the intercom system in preparation for the installation of new system which was completed in one day. The staff is most pleased with the new, updated phones. It is a pleasure dealing with the company.

Book Sale

The last three days of September we held a book sale in the Community Room. The Librarians had devoted much time during the summer months to weeding the print collection and removing outdated, damaged and low circulating books. There were hundreds of books for sale and many were purchased by our patrons. However, there were still hundreds that remained. A while ago, I received an E-mail from Library Journal about a partnership that had been formed between Library Journal and Thrift Books. This organization will pick up discarded books at no cost and sell them on the Internet. Fifty percent of the net sale will be given to the Library and the remaining funds retained by Thrifty Books. All unsold books would be donated to schools, shelters, prisons and other non-profit service organizations. I was most pleased to find an organization that would find a use for these books. If I was unable to locate one that would take these books all would otherwise have been discarded in the trash.

Outdoor Girl Scout Bench Project

I did speak to the mother of one of the Girl Scouts about the proposed project involving the installation of an outside bench on the side of the Library. I also was most impressed with the deep dedication of the Girl Scouts who developed this project and their interest in the Library. However, I was told that the Girl Scouts

would have to first raise the funds in order to purchase the bench and this could take some time. Also, since concrete cannot be laid down in cold weather, it was decided to postpone this project until late spring, when the threat of freezing weather has passed. We will complete this project as soon as it is possible.

New York State Literacy Grant

I was most pleased to be informed that the Plainedge Library was one of the few Nassau County Libraries awarded funds from the NYS Adult Literacy Grant. Our project involves forming a partnership with the Town of Oyster Bay Workforce Center on Hicksville Road. I do think the combining of our employment and career resources will greatly benefit many job and career seekers. I will begin working on the publicity for the project and meet with counselors at the center.