Shedd Free Library

Director's Report – November 6, 2026

Budget

The library is currently **$1,123.02 under the payroll budget**. This figure accounts for anticipated PTO, professional development, and cleaning days. I plan to schedule one additional cleaning day before the end of the year.

Library Usage

- **4,177 patron visits** as of November 4, 2026.
- Popular programs continue to include field trips, Lunch & Loop, and Family Activity Hour.

Facility Improvements

We've continued to make improvements throughout the library and its grounds:

- The new coffee station has been built and installed.
- The bathroom updates, including fresh paint, a new toilet, and a paper towel holder, have been completed.
- Coat hooks have been relocated from the vestibule to the former back entrance.
- A new bulletin board has been added to the vestibule.
- A Library of Things bulletin board has been installed in the adult room.
- Jim Aborn built new shelving for the former back entrance, which has been converted into a storage closet.
- Julie Brine planted an additional 100 bulbs in the flower garden.
- Terry Tucker generously donated a patio set for the shed area.

Sharing Shelves

We've changed the name from *Neighborhood Pantry* to **Sharing Shelves** to better reflect the spirit of what we're creating. This is more than a place to pick up necessities; it's a place where neighbors can give, receive, and share with one another. Everyone has something to give, and everyone may need a little help from time to time.

Linda Hunton and Sandy Aborn have taken the lead in overseeing this service, and their efforts are greatly appreciated. The shelves are being utilized every day the library is

open, and we continue to receive donations on a weekly basis. Most recently, we received 200 pounds of food from Oak Hill Campground.

Donations Received Since Our Last Meeting

Donor	Amount	Purpose
Terry Tucker	$50.00	Sponsorship of two Lunch & Loop meals
Kim Kapteyn	$20.00	School supplies
Jim and Elaine Crandall	$500.00	Improving library accessibility
Pauline Laprade	$20.00	Programming
Charlene Langtry	$60.00	School supplies
Holly Rigby	$40.00	Food pantry
Martha Robertson	$100.00	Sponsorship of the Loon Presentation

At our last meeting, I proposed using a portion of our donation and book sale proceeds to purchase a coffee station and a glider for the children's room. The coffee station has been completed. I have not yet purchased a glider, as I have not found one that I feel is the right fit for the space. I would rather wait for the right piece than purchase something simply to fill the need.

Staffing

At our last meeting, I proposed reducing my Tuesday hours and having Sandy take over Family Activity Hour. That change did not take place because Brenda requested a schedule change from Tuesday to Saturday. She was looking to reduce her hours and have more flexibility for weekday travel. Brenda and Sandy exchanged shifts, and Sandy and I now work together on Tuesdays. Sandy has done a wonderful job taking on Family Activity Hour, and the program continues to be a success.

Volunteer Hours

Beginning in November, we have decided to track volunteer hours. We feel it is important for both the trustees and the public to have a better understanding of the additional time our staff willingly contributes to keeping the library running and providing programs for the community.

These hours include time spent arriving early or staying late, as well as preparation outside of scheduled work hours, such as planning, shopping, cooking, and professional development related to library events. Volunteer hours also include the large amount of time contributed to Friends of the Library activities.

Although we are just beginning to formally track these hours, our unofficial estimate is that, collectively, staff contribute an average of **16 volunteer hours per week**. This represents a significant commitment to the library and our community.

Staff Evaluations

I will submit staff evaluations to the trustees by December 1, 2026 for review.

Local Library Collaborative

We have established a new local library collaborative with directors from Lempster, Goshen, Antrim, Bradford, and Hillsborough. Our first meeting will be held here at Shedd Free Library on Thursday, November 12.

The purpose of this group is to create opportunities for nearby library directors to share ideas, ask questions, exchange resources, and develop stronger working relationships. While all of these libraries are already part of a larger regional group, the distance and size of that group can make regular, meaningful collaboration challenging. We believe a smaller, more geographically convenient group will allow us to build stronger connections and accomplish more together.

We have already enjoyed opportunities to work with the libraries in Hillsborough and Goshen, and I look forward to expanding those relationships and finding new ways to collaborate.

Topics for Trustee Discussion

- **Sharing Shelves:** Clarifying the distinction between Sharing Shelves and a traditional food pantry, including plans for holiday baskets.
- **Oak Hill Campground:** Proposed donation and potential use of funds.
- **Friends of the Library:** Proposed annual donation agreement.
- **Staffing:** Proposed staffing changes and scheduling for 2027.