



**Report to: Library Board**  
**From: Maggie Pearson**  
**Date: October 1<sup>st</sup>, 2024**

**Synopsis of Report:** Monthly Update on Operations and Projects

- Ontario is changing the platform through which all libraries complete borrower and lender requests for interlibrary loans. Completing admin training for platform migration; configuring new accounts and system, facilitating staff training
  
- Attended regional CEO networking meeting and policy workshop facilitated by the Ontario Library Service; OLS Training session Navigating Public Library Finances Part 2: The Nuts and Bolts
  
- Managed website content and social media accounts, promoting weekly programs and events; created monthly newsletters
  
- Held seasonal staff meeting, designed program and staff work plans
  
- Managed facilities maintenance including completion of capital project channel lettering signage, furnace maintenance
  
- Administered Community Feedback Survey
  
- Conducting review of licensing, subscription use in advance of provincial and supplemental licensing renewal