



Report to: Library Board
From: Maggie Pearson
Date: December 5th, 2024

Synopsis of Report: Monthly Update on Operations and Projects

- Met with AN CEO and OLS consultant regarding strategic plan steering process and project timeline
- Created and submitted grant application for a 2025 L.E.A.F. Commonwell project for second branch assets including shelving, computers
- Attended working budget sessions with Municipal Treasurer for draft 2025 budget; explored staff options for library cleaning and maintenance through 2025
- Supported art gallery committee with webpage and artist application form creation (now live), news posting, and social media postings for fundraising auction and open house event
- Managed website content and social media accounts, promoting weekly programs and events; created monthly newsletters
- Facilitated program delivery including resuming Life Skills Program for community youth with special needs
- Completed winter 2025 fiction and non-fiction collection orders; managed collection including weeding as needed
- Developed January program calendar, staff schedule and staff work plans
- Managed Peterborough Social Services County Hubs room bookings and facilitated access