

**Leland Township Public Library**  
**Director's Report November 2019**  
**ACTIVITY and COLLECTIONS: Attached**

**PROGRAMS:**

November 20, Let's Talk About Great Writing with Anne-Marie Oomen (11)  
November 20, Deer Camp Widow Night (11)  
November 22, Storytime (22)  
November 22 at 1:00pm Library closed for carpet cleaning  
November 23, Library closed for carpet cleaning  
November 28, Library closed for Thanksgiving  
November 29, No Storytime due to Holiday  
November 30, Friends Puzzle and Game Sale (75)  
December 6, Storytime (21)  
December 11, Money Series: "Unlocking Your Charitable IRA"  
December 13, Storytime  
December 18, "Talk About Great Writing" with guest author Lynne Rae Perkins  
December 20, Storytime  
December 24, Library Closed for Christmas Eve  
December 25, Library Closed for Christmas  
January 1, Library Closed for New Year's Day  
January 10, Storytime  
January 15, "Eyes on the Forest" with Kama Ross, Conservation District Forester (tree diseases)  
January 17, Storytime  
January 22, Money Series, "Socially Responsible Investing"  
January 24, Storytime  
January 31, Storytime

**FRIENDS & VOLUNTEERS**

The minutes for the November 14, meeting of the Friends are attached.  
The Friends annual fundraising letter has been sent out and they are starting to receive contributions.  
There were about 75 people who came to the Puzzle and Game Sale held on Nov. 30 and they made about \$345.00.

**BUILDING & GROUNDS**

Carpet cleaning was completed on November 22, by Diversified Carpet Cleaning.  
Christmas decorations are up.

**BUDGET INFORMATION:**

Reports for end of November 2019 are included in your Board packets. With 66.6% of the FY elapsed, we have spent 62.2% of the budget.

**MISCELLANEOUS:**

We have received the following donations: Jim Carpenter and Becky Reynolds, \$1436.25. Leelanau Summinars, \$1750.00. Gershon and Suzanne Berkson in honor of Jennie Berkson, \$1000.00  
Attached are Staff performance evaluations. Also attached is the old Assistant Director position description with duties that the Circulation Clerk has already been performing highlighted in yellow along with an updated Assistant Director PD.

Submitted by Mark Morton