

Director's Report

October 13, 2026

Reporting period: September 15 through October 13, 2026

Administration Finance and Board Governance

- **Baker Count Assessor annual TAV report.** The Baker County Assessor's annual report shows Total Assessed Valuation **growth of 8.3% for FY 2026–27**, compared with the 3.0% growth assumed in the District's budget. The difference is projected to generate approximately \$80,000 more in tax revenue than originally budgeted.
- **Annual reporting.** The FY 2025-26 statistics report for the State Library is in progress; to be completed by Oct 30.
- **Audit visit.** New auditor John Zwygart is scheduled for an on-site visit October 21–22 and may meet with selected staff about financial practices.

Personnel and Training

- **EveryLibrary training.** The Director and one administrative staff will be traveling to training by the library advocacy non-profit, EveryLibrary, in Maupin on Oct 15-16. The event will focus on effective public relations strategies and is sponsored by Libraries of Eastern Oregon.
- **Staffing and training follow-up.** Grace Tracy has joined as a high school intern. A substitute storyteller is covering StoryTime programs during Missy's vacation.

Facilities Vehicles and Energy

- **Completed Baker Library work.** Carpet cleaning, installation of solar motion lights along the boardwalk, repair of the Meeting Room's south door sill, and replacement of the public VoIP phone handset are complete.
- **Northwest curtain wall.** Planning continues for an insulated exterior wall serving the IT Storage and Garden Room area. The latest preliminary cost estimate is approximately \$10,000, down from the early estimate of \$40,000.
- **Other building projects.** Parking lot restriping remains unscheduled. Other pending work includes refinishing trim on the south wall outside the Meeting Room, replacing the bike repair station's air pump hose head, and repairing restroom partition door latches or replacing the partitions.
- **Heating and cooling.** The north rooftop HVAC unit failed because of a faulty motherboard; a replacement is on order. Facilities is also exploring replacement of all three rooftop units. The door sill repair and rooftop unit replacement may be eligible for Strategic Energy Management rebates.
- **Bookmobile and seasonal maintenance.** Facilities reported bookmobile radiator repair, and replacement of the mobile cabinet drawer latches. Sprinkler lines have been cleared by the contractor and the system deactivated for the season. The front fountain is expected to remain active for another couple of weeks.

Programs Services and Outreach

- **NewsBank database expansion.** The subscription has expanded by 938 titles and 257 image editions, including 10 additional Oregon news sources. Three new Oregon image editions include the Albany Democrat-Herald, The Bulletin, and Herald & News.
- **Sumpter community recognition.** The McCulley Fire Incident Management Team presented the Sumpter branch with a certificate of appreciation for serving as a fire information hub.
- **Public feedback and regional visibility.** A patron thanked the library for purchasing Ted Lasso on DVD, noting that borrowing DVDs through Sage provides access without a streaming subscription or television. Libraries of Eastern Oregon Executive Director Stephanie Chase was featured among librarians in an October 1 New York Times article.

Circulation and Service Operations

- **Evergreen catalog update.** With assistance from a software support contractor, Sage system administrators installed a significant Evergreen catalog update on Tuesday morning, October 13. The update appears to have gone smoothly overall; minor functionality issues are being addressed as reported. Staff prepared by saving grid configurations and templates, with offline checkout and delayed check-in procedures available during the outage.
- **Fine forgiveness.** September fine forgiveness totaled \$1,316.58.

Collections and Technical Services

- **Ready Reference location.** A new Ready Reference collection is housed in the wooden case near the East Reference Desk. It includes Memory Care Kits, Alzheimer's support materials, auto repair manuals, and related resources. New spine labels will use the code RR; existing labels will remain unchanged. Items awaiting reshelving go in the Special Collections bin.

Measure	Recent month	Prior month	Two months ago
Collection total	142,203	142,011	141,893
Items in repair	219	223	204
Items cataloged	581	565	588
Items processed	524	518	518

Safety and Security

- **Aquarium flood.** An aquarium filter failure flooded the Baker Library lobby on Sunday, October 4. Heather and other staff contained the water, and Ed completed cleanup. The incident exposed an electrical hazard; corrective solutions are in development.
- **Security access.** Staff desk access to problem areas on the tablet display of security camera views needs adjustment.

Technology

- **Meeting Room equipment update.** A new 65-inch television has been purchased for the Meeting Room's mobile stand; installation is pending.
- **IT support and network configuration.** Scott reported closing more than 30 IT tickets covering routine work and projects, including CrowdStrike installation on staff workstations. About one-quarter of staff workstations are on the public network, creating barriers to shared-drive access; corrective network configuration work is in progress.
- **Branch and bookmobile connectivity.** Sumpter experienced a temporary eight-hour internet outage. Following a bookmobile ride-along, Scott is evaluating a vehicle modem to improve hotspot connectivity.

Upcoming Dates

Date	Event
October 16	Staff Halloween party
November 11	District closed for Veterans Day holiday
November 26-37	District closed for Thanksgiving holiday