

**Staff and Volunteers:**

*Shibu Abraham* attended an all-day seminar for the New York State Retirement System on October 5.

The *Friends* group met on October 12 and are establishing a monthly practice of meeting to discuss organizational issues and fundraising ideas.

The director attended the *Library Innovators* Conference in Bellport, LI, October 17-19. It was presented by the Harwood Institute for Public Innovation, a nonprofit established in 1988 that teaches, coaches, and inspires individuals to lead community-centered conversations to inform strategic planning of both libraries and the communities they serve.

A quarterly, *all-staff meeting* was held on Friday, October 20. The new Person-in-Charge (PINC) manual was discussed, as well as concepts from the Harwood Institute seminar.

**Programs:**

The *Chain That Saved the Colonies* program presented by Doc Bayne, President of the Friends of Sterling Forest, drew an audience of over 50 people. The iron mines and forges of Sterling Forest played a pivotal role in the American Revolution.

Senior historian at Stony Point Battlefield Michael Sheehan spoke to a crowd of 25 about the *Storming of Stony Point*.

The *teen painting parties* continue to attract solid attendance. Thirteen teens attended this limited registration program in October.

**Building and Facilities:**

The switch to RCLS interlibrary loan *delivery through the Technical Services* entrance in the basement was accomplished smoothly due to the collaborative efforts of Support Services staff who re-configured the room for maximum efficiency and exhibited great flexibility in this major change to their work routines.

Due to the re-assignment of office space for Adult Services Librarians, a ***small study room*** has been created in the basement near the Speculative Fiction collections. Literacy Solutions, the volunteer group that assists ESL students and have office space in the library, are given preference for booking the room.

The ***Request for Proposals for a Master Plan*** was completed this month with the assistance of architect Donald MacDonald and posted on [newyorkbids.net](http://newyorkbids.net) as well as emailed individually to several architects with a specialty in library design.

**Technology:**

Nothing to report.

**Miscellaneous:**

The accounting firm of PKF O’Connor Davies completed our ***annual audit*** fieldwork mid-month.

Respectfully submitted,  
Marianne Silver, Director  
NEW CITY LIBRARY  
November 10, 2017

MS/kc