



# Director's Written Report

Illustrating Elements of CRRL's Strategic Plan

**READ • LEARN • MEET • INNOVATE**

**December 1, 2022 - February 28, 2023**



# Director's Goals: Accomplishments December-February



## Public Relations:

- Gave interview to *Potomac Local News* reporter regarding the new strategic plan
- Gave interview to *Potomac Local News* and *The Free Lance-Star* on elimination of overdue fines
- Presented to the Chamber of Commerce Leadership Fredericksburg Class of 2023
- Selected for a second year as Rappahannock Goodwill Industries Board Chair
- CRRL has nominated staff and programs for four VPLDA awards
- Staff continue monthly radio interviews on *Town Talk* with Ted Schubel



## Public Relations: (continued)

- Article on Library of Things collection published on Library of Virginia blog
- Staff participated in three area holiday parades
- Staff contributed \$7,455 to the Rappahannock United Way's Annual Workplace Campaign



## Organizational Development:

- Board's decision to eliminate overdue fines incorporated into library policy and procedure
- Telehealth booth for Cooper Branch installed and in use
- Renovations from burst pipes at the LAC, Cooper, and Snow branches have been completed
- Held final meeting with strategic planner
- Presented FY24 budget request to Spotsylvania Board of Supervisors in December
- Focus and emphasis on three main themes from the Employee Survey continue (Compensation, Autonomy, and Stress)
- Attended PLA Leadership Development Committee meetings
- Satellite locations prepared to reopen in March and April



## Library Administration:

- Visited all branches at least once this quarter
- Attended the Capital Area Library Directors meeting
- Continued service on *Public Libraries* Advisory Committee
- Staff distributed 5,078 free COVID-19 testing kits to community members
- Staff member proposal to present at VLA's Professional Associates Forum accepted
- Building safety assessments completed by local police departments at 11 library buildings; LAC assessment to be scheduled
- VRSA safety assessments completed at two library buildings; other locations to be scheduled
- Health and retirement benefit webinars shared with staff
- New, streamlined performance review system implemented



## Financial Management:

- Annual audit for FY22 has been completed and will be presented by auditor at March 2023 Board meeting
- Attended one meeting with auditor and one with auditor and Board chair
- FY23 spending is on target, and projections are positive, even with a reduced budget
- E-rate funds are expected soon for approximately \$80,000
- The new direct and indirect expenses report, including branches, has been incorporated into FY24 budget request per Board feedback





## Board Relationship:

- Meetings held with both new Stafford County Library Board members
- Met with Board Chair to review March Board meeting agenda
- CRRL Board of Trustees Manual updated and distributed
- Maintained regular communication with Board Chair



# Additional Highlights



# Tech on the Go Grant

CRRL received a grant from the **Fredericksburg Savings Charitable Foundation Fund** for a second **Glowforge laser cutter** to be used by the public at **IdeaSpace**.



# Kindergarten Library Card Campaign

Between **January 17 and February 17**, kindergarten students in CRRL's service area received an application for a **library card**. Through **March 31**, kindergartners who visit any branch can pick out a **free book!**



# Area Holiday Parades

Staff represented  
CRRL at the  
Fredericksburg,  
Stafford, and  
Spotsylvania holiday  
parades.



## CRRL Goes Fine-Free

As of **January 3**, overdue fines are no longer charged, and all existing overdue fines on customers' records have been waived.





# CRRL's Strategic Plan

Our recently updated plan is a dynamic tool that will guide the library in the pursuit of key strategic goals:

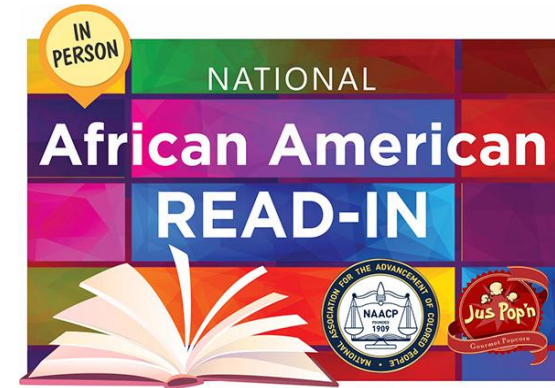
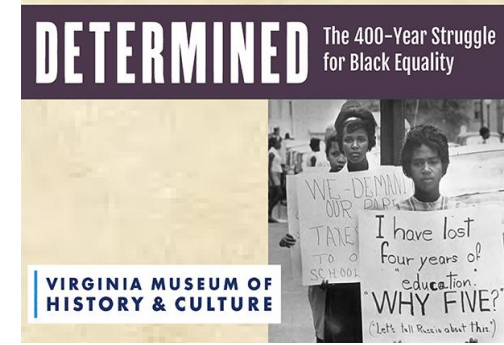
- **Community outreach**
- **Customer centricity & inclusion**
- **Staff training & development**
- **Ingenuity & innovation**
- **Meaningful partnerships**



# Celebrating African American History

CRRL hosted **“Determined: The 400-Year Struggle for Black Equality,”** a panel exhibition that explores the Black experience in Virginia from 1619 to 2020, at **Fredericksburg** and **Howell** branches.

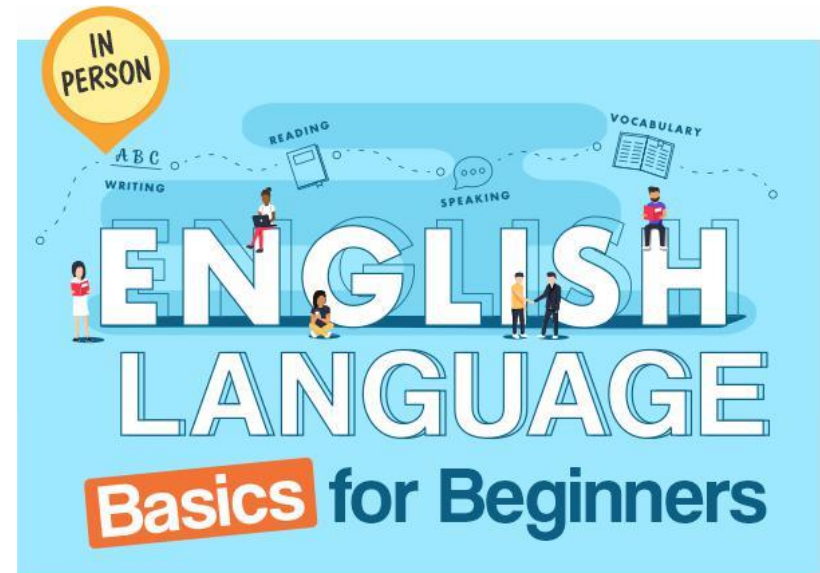
On February 11, **86 people** visited **Porter Branch** for the **African American Read-In**, held in partnership with the **Stafford NAACP Youth Council** and featuring a special performance by **AFROFlex**, **Gayle Middle School's African dance team**.





# Classes for English Language Learners

- **English Conversation Group**
- **English Language Learners Book Group** - sponsored by Rappahannock Area Regional Adult Education
- **TOEFL** (Test of English as a Foreign Language) **Exam Prep Group**
- **English Language Basics for Beginners**



# Winter Reading Challenge Warmly Received

The **Adult Winter Reading Challenge** has record participation so far: **7,535 books logged** by **1,134 participants**.

The challenge features:

- An easy-to-use app
- Personalized reading recommendations
- Monthly book chats with CRRL staff
- Fun, virtual activity badges
- Rewards for reading 5 books



# Civic Labs

Opportunities for customers to drop by the library to learn about important topics. Recent labs included discussions on:

- **Civil Discourse**
- **Media Literacy**
- **Mental Health**
- **Pollution Prevention**
- **Space Exploration**



# Sensory Time

Youth of all ages can enjoy **stories, songs, and activities** to support early literacy practices in an environment that adapts to **youth with autism or other developmental challenges**.



# Privacy Pods

Thanks to a grant from the **Institute of Museum and Library Services (IMLS)**, Westmoreland branches now have **privacy pods** for:

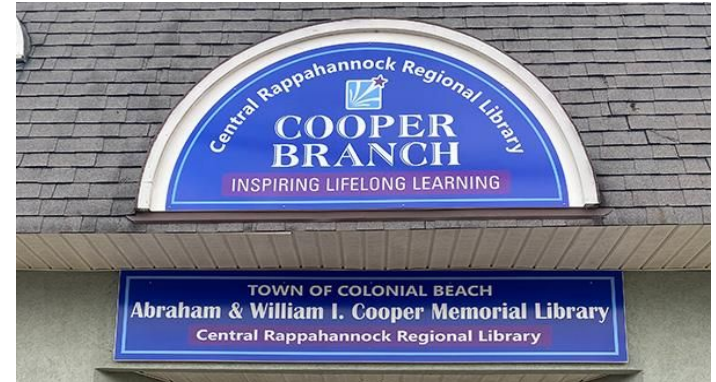
- **teleconference meetings**
- **telehealth appointments**
- **online interviews**





# Cooper Renovation

**Cooper Branch** now has a **new Customer Services desk** and **exterior sign**, along with **fresh paint and carpeting**.



**Director's Goal: Library Administration**

# OurSpace

This **teen space** at **Salem Church Branch** for **playing games, doing homework,** and **getting creative** is held after school, Mondays through Thursdays.



# Tax Clinics with Our Community Partners

**CRRL** works with **Rappahannock United Way** and the **AARP** to provide free, in-person help with tax preparation.





## Book Group Community Partners

- **Books and Beer at Colonial Beach Brewing and Strangeways Brewing**
- **Books & Wine at Zibibbo 73**
- **Civil War Book Group**, led by **National Park Service** staff
- **English Language Learners Book Group**, sponsored by **Rappahannock Area Regional Adult Education**
- **Hague Winery Book Group**
- **We the Readers Civic Book Group** featured a guest speaker from the **George Washington Foundation**



## DMV Connect

The **Virginia Department of Motor Vehicles'** portable office visits a CRRL branch each month to process **driver's licenses, ID cards, titles, and registration.**



# Time with a Therapy Dog

Customers **grade 7-adult with disabilities** can read or relax with a therapy dog. In partnership with **Blue Gray Therapy Dogs**.



Director's Goal: Library Administration

# Alzheimer's Caregiver Support Group

**Julie Burks** of the **Alzheimer's Association** has been leading these monthly meetings at **Cooper Branch**. Beginning in **March of 2023**, meetings will also be held at **Howell Branch**.



# Discover Stafford

CRRL is partnering with the **Stafford County Museum and Cultural Center** to celebrate local history. **From February 1 to May 1**, customers are invited to join the **Discover Stafford Scavenger Hunt**. Participants learn about the county's history as they visit as many as **30 historic sites** to qualify for fun giveaways and drawings.



**Director's Goal: Library Administration**



# Kudos

My adult child has severe medical issues and thanks to the library staff who helped me print out some very important documents, my child is going to get the help they need.

**Porter Branch Customer**

We love the library here. Such an amazing selection of books, and the librarians care so much and engage children in such positive ways in books and STEM activities.

**Fredericksburg Branch Customer**

I brought my grandchildren for their first visit; the librarian gave them special attention and they want to come back.

**Montross Branch Customer**

We lost a loved one and needed to scan documents. The staff here were so compassionate and professional in the midst of my emotional breakdown.

**Snow Branch Customer**

I mentioned how I dread going to the DMV and the staff told me about DMV Connect at the library and all the things I can do here. I am delighted!

**Salem Church Branch Customer**



