



**Director's Report
July, 2020**

Payroll Protection Act Funds

We have now spent all of the funds we received through the CARES Act Payroll Protection Program. We will submit an application to TD Bank to have our loan forgiven as soon as we are able to do so.

If the loan is forgiven, and if we receive all of our outstanding receivables for 2019-2020, we may end 2019-2020 with a positive balance. This may allow us to consider an unbudgeted project for 2020-2021. I would like to talk to the Board about some projects I have been costing out.

Migration to QuickBooks

Elisa and I have now both been trained in QuickBooks. She ended the fiscal year by entering data into both systems and will start the new fiscal year using QuickBooks only. She has made this migration seem easy although I know how much work it has been. We are fortunate to have her!

Activity Report:

New items added	10397
Bib records added by LMxAC	2
New bib records added	3159
New user records added	1578
Brief records upgraded to full MARC	781
Duplicate records merged	179
API reports and transactions	5
Authority records added	0
Authority records modified	1
RBdigital Mag new users/checkouts	47/5123
SMS Hold/Overdue/bill notices	434/-/-
App Usage –new devices/uses	201/6018

Monthly Ticket Reprt (160)

LMxPRESS PLUS
Email and Web Hos..
Reports

Cataloging

PR, Marketing, and ..

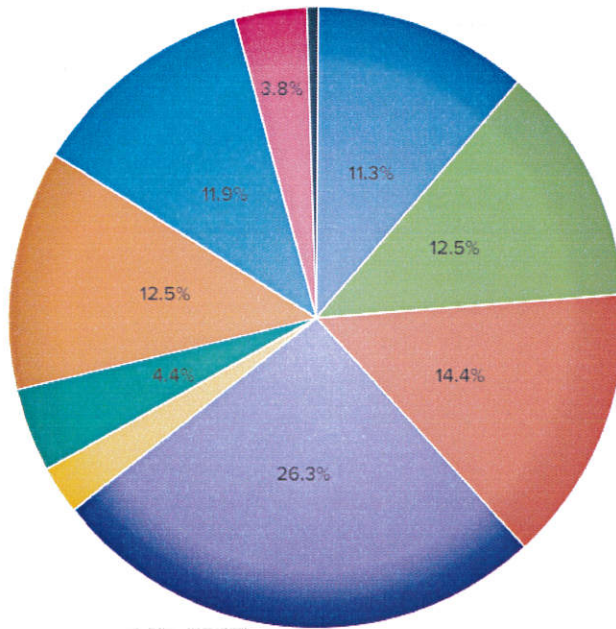
PC Support, Hardw..

WorkFlows

Administration, Bill..

Enterprise Catalog

Digital Content



Department Name

- Administration, Billing and Purchases (18)
- Enterprise Catalog (20)
- Digital Content (23)
- WorkFlows (42)
- PC Support, Hardware and Software (4)
- PR, Marketing, and Social Media (7)
- Cataloging (20)
- Reports (19)
- Email and Web Hosting (6)
- LMxPRESS PLUS (1)

New items added	2905
Bib records added by LMxAC	33
New bib records added	564
New user records added	1561
Brief records upgraded to full MARC	755
Duplicate records merged	314
API reports and transactions	6
Authority records added	0
Authority records modified	0
RBdigital Mag new users/checkouts	75/5839
SMS Hold/Overdue/bill notices	0
App Usage –new devices/uses	100/3513

Respectfully Submitted,

Eileen M. Palmer
Executive Director