

Monthly Report- July 2026

Submitted by: Nancy Mousseau
Department: Technology
Date: 8/12/2026

Summary of Progress

Project Highlights in July

Normal routine maintenance and firmware updates on equipment and website, update Event Calendar on website, Tech Help, staff tech support, and Open MakerLab/Tinker Tuesday. Create network analytics for July. Equipment maintenance in the MakerLab. Adminstrated the Contact Us email account. Adminstrated the tech for the Zoom meeting for the Library Board of Trustees monthly meeting. Configured and installed new microphone system for the conference room. Oversee ordering equipment for the Telehealth booth for the 1st Floor. Oversee the hotspot account with ATT. Vacation

Meetings Attended/Held

Impromptu meetings with staff, leadership meeting, attended the June meeting of the Library Board of Trustees. Attended monthly staff meeting. Met with Brian Hoppe from True North Threads in preparation for August MakerCamp. Met with Aimee Arbour from Scrapbook Anonymous regarding August scrapbook event.

Issues Discussed & Decisions Made

Makercamp will be held on August 10th at True North Threads. Summer Senior computer classes will be held August 11,12,18,19.

Anticipated Tasks/Projects for August

Typical hardware and network maintenance, staff tech support, Tech Help, weekly programming, monthly analytics. Attend staff meeting, leadership meeting and Library Board of Trustees monthly meeting. MakerCamp 2026 at True North Threads. Teach senior series computer classes. Begin planning the Fall computer class series. Host the Scrapbook Anonymous group for their August crop. Meeting with Scrapbook Anymous to plan 2027 events. Vacation

Problems that Need Resolution

None at this time.