

Monthly Report- September 2026

Submitted by: Nancy Mousseau
Department: Technology
Date: 10/5/2026

Summary of Progress

Project Highlights in September

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 September. Equipment maintenance in the MakerLab. Administered the Contact Us email account. Administered the tech for the Zoom meeting for the Library Board of Trustees monthly meeting. Fall computer class series began. Created and presented "Spotting Health Misinformation Online" as part of a grant fulfillment for our Telehealth booth. Attended UPRLC Annual Meeting Sept 21-24. Overseen installation of new large format scanner in the MakerLab as part of the MI Digitization Hub grant. Gave MakerLab tour for Light of Hope Clubhouse. Rearranged MakerLab to accommodate new scanner.

Meetings Attended/Held

Impromptu meetings with staff, leadership meeting, attended the September meeting of the Library Board of Trustees. Attended monthly staff meeting. Met with Scrapbook Anonymous to plan craft project for the October crop. Attended Digitization Hub meetings as part of the MI Digitization Hub grant. Attended UPRLC Annual Meeting in Marquette.

Issues Discussed & Decisions Made

Anticipated Tasks/Projects for October

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. Teach fall computer classes. Maintenance on Glowforge and large format printer in Makerspace. Host scrapbook crop for Scrapbook Anonymous on October 9-10. Give tours in Makerlab. Attend mandatory De-Escalation training on Niche Academy. Attending webinar, *Talking to Patrons about AI*. Planning winter MakerLab project for the community.

Problems that Need Resolution

None at this time.