PLYMOUTH
DISTRICT LIBRARY

DIRECTOR REPORT

To: **Plymouth District Library Board**
From: **Shauna Anderson, Library Director**
Date: **March 15, 2022**

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6.1.1

CIRCULATION

PHYSICAL COLLECTIONS

Our collections are continuing to follow pre-pandemic circulation trends while demonstrating an increase over the previous year.
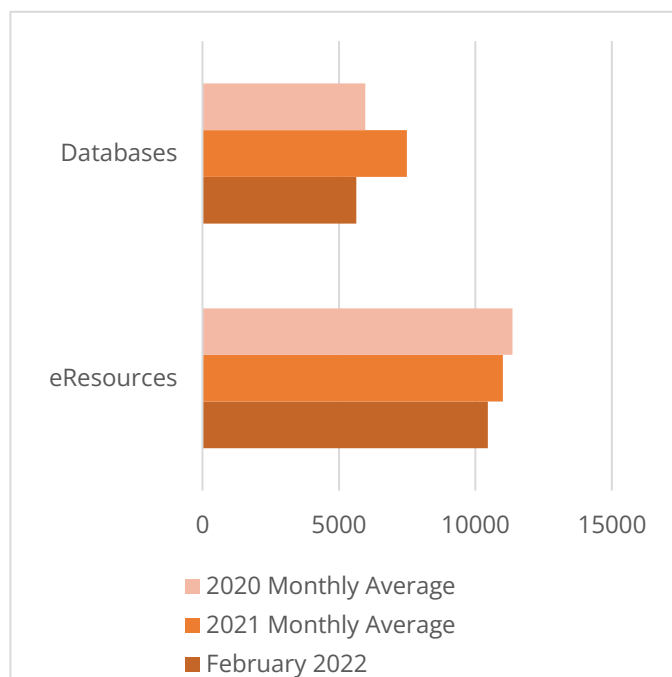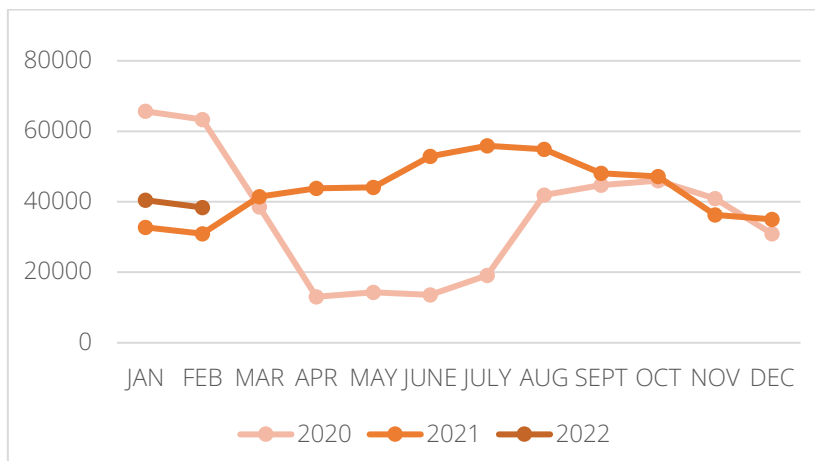
DIGITAL COLLECTIONS

This month, we requested support from the BOSCH Community Fund to continue to provide *LinkedIn Learning*. Last year, patrons viewed over 700 courses on this platform, totaling thousands of hours of video content. We also requested support to provide two new databases: *Creativebug* and *Lerner Maker Lab*. This month, we launched a new database for kids called *LOTE* which provides videos of storybooks in languages other than English.

FEBRUARY'S MOST POPULAR TITLES

Apples Never Fall by Liane Moriarty
The Last Thing He Told Me by Laura Dave
The Extraordinary Life of Sam Hell by Robert Dugoni
Made in China: A Prisoner, an SOS Letter, and the Hidden Cost of America's Cheap Goods by Amelia Pang
The Lincoln Highway by Amor Towles

PARTICIPATION

Leap Into Science Week was celebrated the last week of February with a photo booth and take home science kits. Over 60 kits were distributed.

READ HARDER CHALLENGE

Adult Librarian, Sarah Vargas, shared Book Riot's 2022 Read Harder Challenge as an adult passive program. 60 book lists have been printed since January. Read Harder is "a set of 24 tasks that invite readers to expand their worldview through books."

PARADE OF PRESCHOOLS

Our ever-popular *Parade of Preschools* event was held in-person for the first time since the pandemic. This event showcased several local preschools to support families in researching options while forming important relationships with community partners in education.
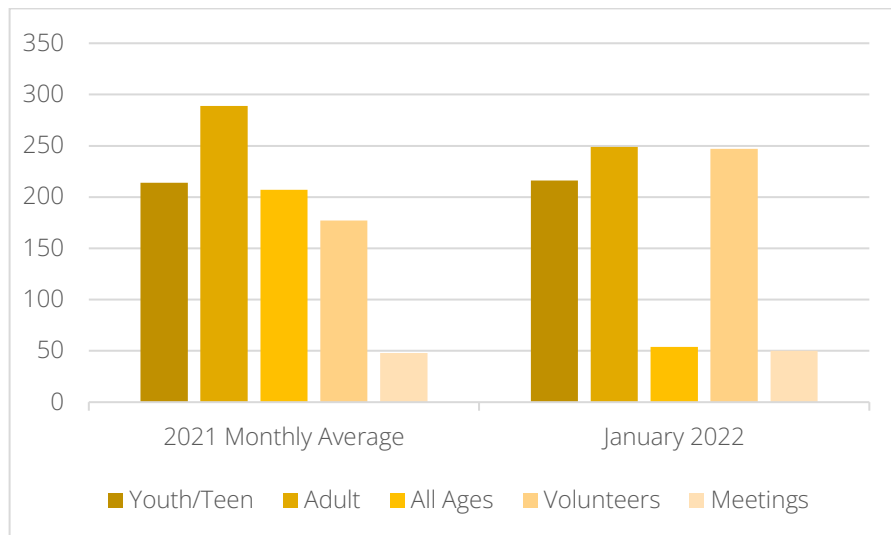
11,248
Library Visits

1,938
Questions Answered

38
Total Programs

We saw an increase in volunteerism this month. Volunteer applications have increased recently, and we are evaluating opportunities to expand our current offerings so more community members can foster a personal connection to the life of the library.

TECHNOLOGY

SPECIAL PROJECTS

Creative Lab Re-Opening
The Creative Lab opened its doors for public use once again. We also started offering print-from-home services using the library's 3D printers and large format printer. The space currently includes computers with content creation software, such as Adobe Creative Suite and Audacity, and Cricut vinyl cutters. We received donations of an embroidery machine and serger, which will be added to the space in the coming months. We also submitted a grant application to the BOSCH Community Fund this month to support the addition of a laser cutter and heat press to the space. Traditional computer classes continue to be held in the space on days not open to the public.

Server Maintenance
Two servers were retired this month, as we continue to lessen our reliance on on-site servers. This helps us reduce maintenance costs, with the added bonus of producing less load on the HVAC system in that space.

New Phone Service Provider
Our long-term phone line provider, TDS, is going out of business in May. In anticipation of that, Melanie Bell researched all of our available options. We just signed a new contract with WOW to support the continued support of our necessary landlines.

11,904	676	144,087	4,901
WiFi Sessions	Computer Sessions	Website Hits	Mobile App Uses

COMMUNITY ENGAGEMENT

ONLINE AUDIENCE

Legend:
- eNewsletter
- Facebook
- Twitter
- Instagram

PROJECT UPDATES

New Volunteer Groups
PDL welcomed two new volunteer groups back to the library—STEP (Services To Enhance Potential) and PCCS Post-Secondary students—for the first time since 2020. Heather Pacheco has been working with librarians to develop a positive experience for both groups.

School Outreach Visits
Youth staff made new connections with local preschools and initiated an outreach campaign to support early literacy. Librarians provided five school visits which served 78 kids and teachers.

Print Newsletter
The Spring Newsletter was prepared for printing this month. Costs for printing our quarterly newsletter are rising. We are in the process of evaluating new paper options and formats to continue to provide this important community service.

TOP SOCIAL MEDIA POSTS

Plymouth District Library
Published by Later · February 21 at 4:00 PM ·

Librarian. Dee wants you to know that the publisher's don't do the plot of this book justice with their summary. Check out Cloud Cuckoo Land by Anthony Doerr for a story that spans generations and pays homage to books, libraries, and librarians (but we're not biased, I swear!). #PDLPicks

| 1,102 People reached | 79 Engagements | – Distribution score | Boost post |

41   3 Comments

Plymouth District Library
Published by Later · February 22 at 5:01 PM ·

We're so excited to kick off National #LeapIntoScience Week! Come check out all the fun STEAM activities we have on the Youth floor this week. Share a picture from our photo booth and play a game with someone! You can even play our oversized Jenga set before you go!

| 823 People reached | 79 Engagements | Boost post |

22   2 Shares

FACITIES

LED Upgrades in Storytime Room
A number of ballasts needed to be replaced in the Storytime room, so we took the opportunity to upgrade/retrofit the entire room to LED fixtures.

Snow Melt Repairs
Tempco addressed the excess air noise coming from our snow melt system. They also discovered further repair needs related to expansion tanks. We are evaluating the repair and will likely move forward with the project in the fall.

HVAC Contract Updates
Yong Heo facilitated a renewal of our HVAC monitoring contract with BASS Controls for 6 months. Heo is currently reviewing quotes for changes to our HVAC mechanical preventative maintenance contract.

Humidifier Repair
A distinctive noise was recognized on the upper level during routine building walkthroughs. We brought in a different HVAC servicer to handle expected repairs needed to the library's humidifier. BC Ten Air diagnosed and resolved the issue quickly.

Door Security Request for Proposal
PDL will be releasing a request for proposal for the door security project outlined in the 2022 budget within the next few weeks. We hope to have bids ready for board review by the May meeting.

PERSONNEL

Internal Transfers

Rachel McNamara	02/16/22 Start Date	Technical Services Clerk

Employee Anniversaries

Dee Beaver	02/10/20	2 years	Adult Librarian
Kendra Miller	02/18/08	14 years	Circulation Clerk
Dorothy Mulroy	02/08/07	15 years	Library Page
Esther Rogers	02/13/19	3 years	Circulation Clerk

February FTE Count: 39.75

CONFERENCES & TRAINING

PDL is supporting staff and board members in attending the following conferences in March: Public Library Association, PLA Virtual, Computers in Libraries Virtual, Michigan Historical Society, and Michigan Library Association Youth Services Spring Institute. Additionally, select staff will be taking a collection diversity course as a group from Library Journal. Others will be attending the Virtual Millage Series supplied by the Library of Michigan.

LIBLEARNX CONFERENCE REPORT

Melanie Bell, Head of IT

Sessions Attended

Once Upon a Time: Practical Tips for Gathering Stories to Promote Your Library
OverDrive: Update from Overdrive
Voices of Asian American in History and Today
ALA President in Conversation with US Senator Mazie K. Hiono
Trauma in the Library
Theater Speaker Angeline Boulley
Creating Interactive Timelines for Outreach and Education
When Library and XR Collide
Hosting a Repair event in Your Library
Making Our Spaces Accessible: Makerspaces that Include Patrons with Disabilities
Theater Speaker Molly Shannon
Broadband 101
3 Reasons Your DEI Programs are not Working
Innovative Approaches to EDI in Texas Libraries
Flexible and Equitable: Utilizing Universal Design in Online Instruction and Instruction Materials

Pop-Up Makerspaces Academic Library Outreach and Programming to Bridge a Digital Divide
Theater Speaker Cicely Lewis
Augmented Reality: Immersive Learning and Virtual Community Building
Be Here Now: Presenting Library Resources at the Moment of Need

What did you learn? How do you think this conference will influence your work going forward?

There was a lot of focus on DEI in this conference and I found it really helpful as a reminder of how important it is to be thoughtful and active in searching out ways to include all our patrons and staff in library activities and services. I think one of the important facts was that we should be designing services so that there are no barriers instead of making accommodations for individuals to get around barriers.

There were also a lot of free resources that I'll be looking into for gathering data about what our patrons need and new ways to interact with our patrons online. For example:

> 1) [Knight Lab Storytelling Toolkit](#) - Lets you create interactive timelines and maps. I was very impressed with this and it uses Google Sheets to pull the data.
> 2) Mozilla Hubs which is a browser based VR tool for creating virtual rooms. Free open source and relatively easy to use but a fairly large time commitment.
> 3) storymaps.arcgis.com for interactive map community exhibits

Anything we should consider implementing at PDL?

We could implement Repair Café—a really cool program where patrons bring in their own things that need repair and we have people who train them how to repair. Suggestions for initial focus, bikes, sewing machines. Need tools and repair coaches to start. Might be able to partner with local organizations for expertise.

Another idea was searching out stories from our patrons to help tell the library's story. For example we could launch a #whatsyourstory campaign and then post that on our social media. The Ebsco session was really inspiring.

Using Google Ads to market our collection and databases. Specifically if you work with a company called Koios they'll help to pull out specific keyword information for your different resource. This sounded very interesting.

One of the sessions was interesting as they talked about ways to find the talents of your staff to better deploy those skills. Two pieces that came out of that session were

> 1) having staff update their resume's before their evaluation so their manager is more familiar with new skills they may have acquired.
> 2) Using software like skill type or strength finder to track staff's earned expertise.

Finally one session came up with the idea of contacting your local HVAC or plumbing, or vocational skills to see if they'd be willing to teach course like "How to get into HVAC".