



DIRECTOR REPORT

To: Plymouth District Library Board
From: Shauna Anderson, Library Director
Date: January 10, 2023

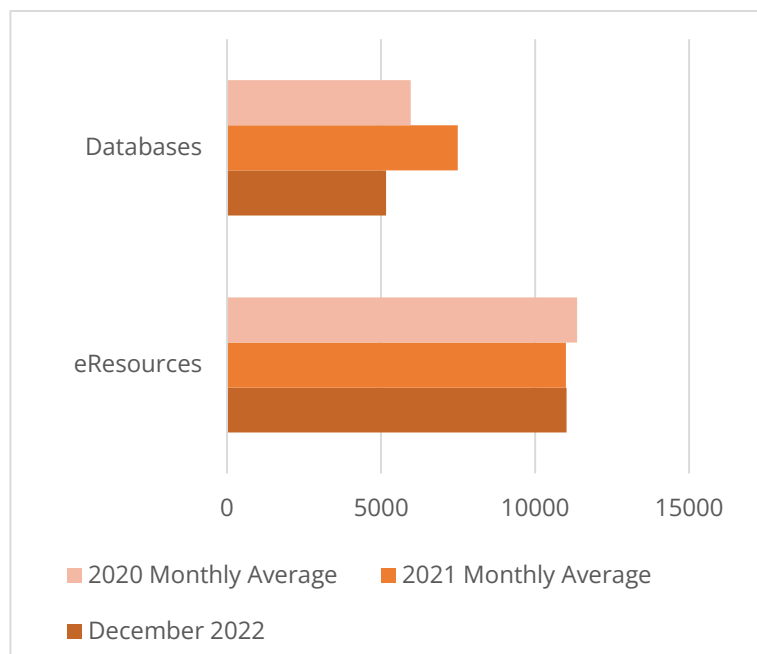
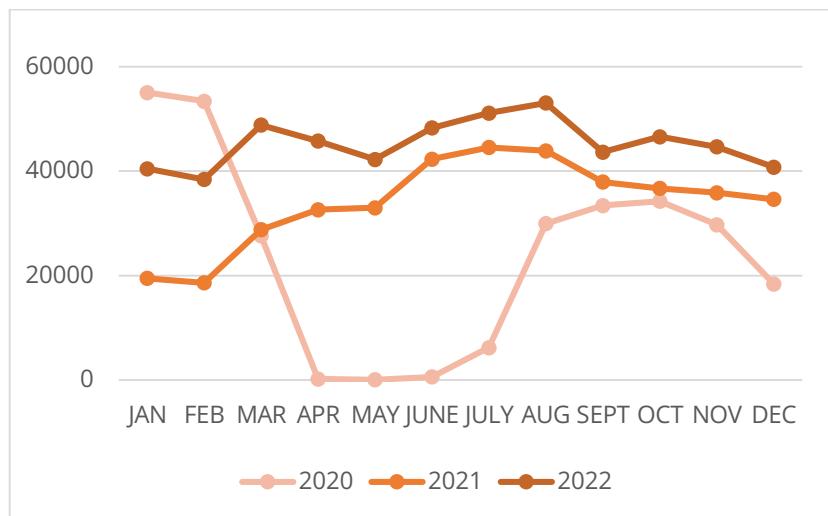
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Decreased usage all around, but still higher than 2021.		A new mobile laptop cart for programs, issues with public faxing and bandwidth	
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PDL celebrates the holidays through giving			

CIRCULATION

PHYSICAL COLLECTIONS

Collection usage dipped slightly in December, as expected during the busy holiday season. We expect a significant increase in January with patrons tackling their new year's resolutions.



DIGITAL COLLECTIONS

We saw increases in both eResources and database use over the previous month, demonstrating the increasing preference toward digital reading for many community members. It appears that the increased technology use, especially around media consumption, stuck around after many patrons have reintegrated to a more normal experience outside the home.

DECEMBER'S MOST POPULAR TITLES

Long Shadows by David Baldacci

The Boys from Biloxi by John Grisham

No Plan B by Andrew Grant and Lee Child

It Starts with Us by Colleen Hoover

A World of Curiosities by Louise Penny

PARTICIPATION



English Language Learners meet in-person for conversation supported by volunteers (above). This program is made possible thanks to a partnership with the Plymouth-Canton Community Literacy Council.

ONLINE AUTHOR TALKS

This year, we joined the Library Speakers Consortium, a group that pools together public library resources to provide high-quality online author experiences. Our community has enjoyed the programs since the partnership began. This month, over 70 live participants from our community joined in for authors like Geraldine Brooks and Frederik Backman.

TAX SUPPORT

Every new year, the library braces itself for an influx of tax questions. We hand out thousands of tax forms in a few short months. As we wait for our stock of forms to arrive, we presented a Year-End Tax Planning program that was viewed by 84 attendees, both live and recorded. This year, unfortunately, our AARP partnership to support senior tax prep is no longer up and running. Therefore, we are providing many referrals to other similar programs.

↓ 15,694

Library Visits

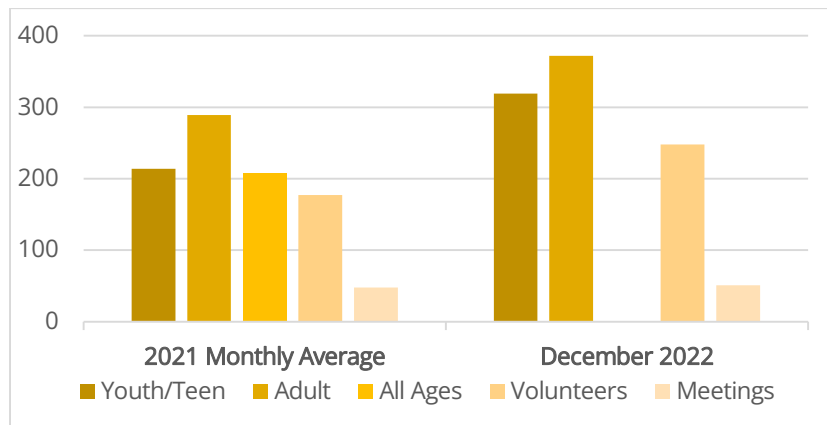
↓ 2,126

Questions Answered

↓ 49

Total Programs

While we offered fewer programs, due to the holiday, attendance was higher than average. We offered a number of passive programs and activity kits for the holidays. Approximately 300 kits were given out to youth and teens, and 84 kits were given out to adults.



COMMUNITY ENGAGEMENT

PROJECT UPDATES

Holidays in Plymouth

PDL celebrated the holidays with a number of opportunities. We hosted a blood drive with the Red Cross that surpassed its goals for participation. We also hosted a winter wear collection drive for the United Way that received fantastic support. Additionally, our staff sponsored a family through Goodfellows for the holidays; many colleagues came together to create a special Christmas for a local family in need. Many thanks to all who gave this year.

Preschool Resource Fair

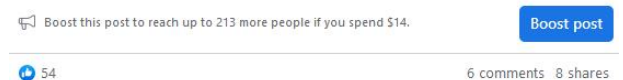
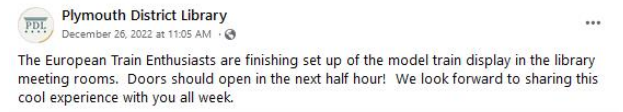
Librarian, Jessica Keeler, participated in the PCCS Preschool Special Education Family Resource Fair on December 2 to help families learn more about the support we can provide.

Newsletter Updates

As we prepare for our transition to OrangeBoy, a data-driven marketing platform that connects with our library catalog, we are cleaning up our email lists. Through this effort, we increased our open-rate from 31% to 43%.

Star Library Status

PDL has received a lot of love from our community with the announcement of our Star Library status. It's been wonderful to hear the ways that community members are impacted by the services we offer, especially as we enter in to our centennial year.



TECHNOLOGY

SPECIAL PROJECTS

Mobile Laptop Cart

To support the growth of the Creative Lab, PDL purchased a cart with 10 laptops, that will allow computer classes to take place anywhere in the library. This will free up additional space and capacity for recently purchased tools such as the laser cutter and sewing machines.

Bandwidth Issues

For the past few months, PDL has experienced bandwidth issues. Recently, the IT team upgraded our firewall to allow for better reporting. The associated updates are helping our bandwidth issues, however we still plan to upgrade our service with Comcast, through TLN as our e-rate provider.

Fax Services Disrupted

Due to a longstanding issue with our public fax machine, we are in the process of reevaluating how best to provide that service. We are hoping to include a digital scan to fax option in the upcoming fiscal year, but until then, we cannot provide faxing for the public.

↓ 10,970 ↓ 1,124 ↓ 139,540 ↓ 4,588

WiFi Sessions

Computer Sessions

Website Hits

Mobile App Uses

PERSONNEL

Open Positions

Circulation Clerk

Applications due Friday, January 20 at 4pm

New Hires

None

Terminations

Keron Kroll

Effective 1/17

Best wishes to a longtime employee!

Employee Anniversaries

Kim Butterbaugh	1/11/2017	6 years	Tech Services Clerk
Susan Grybb	1/11/2016	7 years	Page
Yong Heo	1/10/2022	1 year	Facilities Supervisor
Colleen Kingsbury	1/10/2022	1 year	Teen Librarian
Bruce Koldys	1/9/2017	6 years	Tech Assistant
Rachel McNamara	1/9/2017	6 years	Tech Services Clerk
Heather Pacheco	1/24/2012	11 years	Community Relations Specialist
Tim Sherman	1/6/2009	14 years	Adult Librarian

December FTE Count: 44.91