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**TO:** Plymouth District Library Board  
**RE:** 2024 Annual Report

**DATE:** January 10, 2025  
**FROM:** Shauna Anderson,  
Director

2024 was a year of growth and planning for PDL. We opened the Wilcox Amphitheater and completed the installation of the Centennial Gardens all while planning for a large interior renovation, upgrading our library catalog, and researching for an updated strategic plan. I would like to offer my sincere gratitude to the Staff of Plymouth District Library for another year of exceptional performance in service to our community. I have attached my annual report to this memo and will present on the highlights at our meeting.



2024

ANNUAL  
REPORT



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# Message from our director

Our accomplishments from this year reflect our commitment to growth, innovation, and service, and we look forward to building on this momentum in the year ahead.

This year was a memorable one for our library as we celebrated the opening of the beautiful Wilcox Amphitheater and transformed our exterior grounds into a welcoming space for connection, learning, and fun. These improvements have already become a favorite gathering spot for our community, and we're excited to continue enhancing your library experience with interior renovations planned for the coming year.

We were especially delighted by the overwhelming participation in this year's Summer Reading Program—the highest we've ever seen! Seeing our community come together to embrace reading and learning inspires us every day.

Thank you for being part of our story. Your support and engagement make everything we do possible, and we look forward to creating even more moments to share with you in the year ahead.



**Shauna Anderson**  
Library Director



*Thank you for being part of our story.*



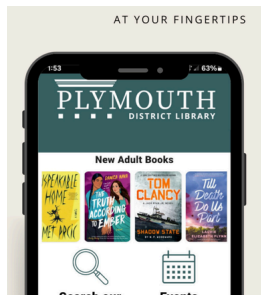
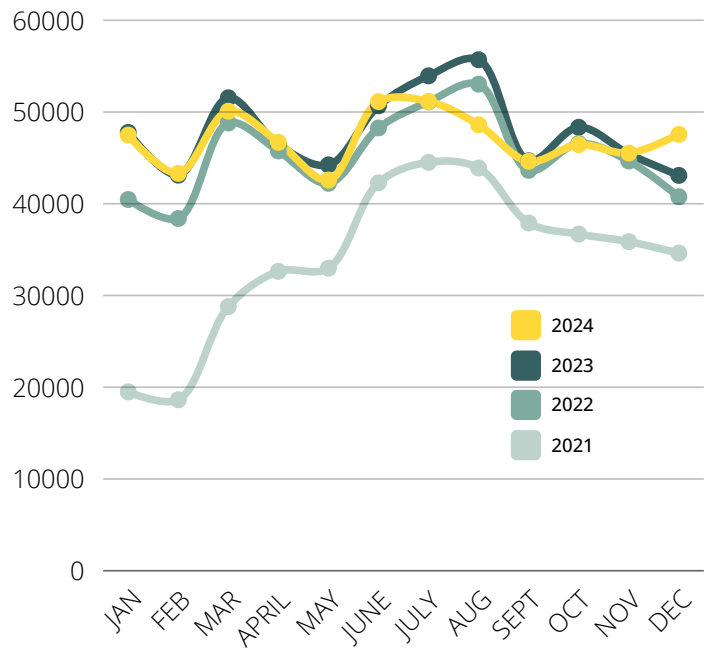
# Circulation

Circulation of physical materials continued to follow post-pandemic trends, as noted in the chart (right). Digital reading continues to grow, accounting for 20% of our overall checkouts.

**565,565** Physical Checkouts

**150,370** Digital Checkouts

**73,964** Database Uses



## NEW MOBILE APP

After a vendor issue left us without a mobile app for months, we worked with a new vendor to launch the latest version of the PDL Mobile App. The new app allows patrons to stay on top of their library accounts, get updates from the library, and even check out library materials right on their phone.



## UPDATED CATALOG

We also unveiled a new catalog for finding library items. The new interface is more intuitive and offers better search results. Community reviews and curated lists highlight our collection and make it easier to find niche materials.

## 2024 Top Titles

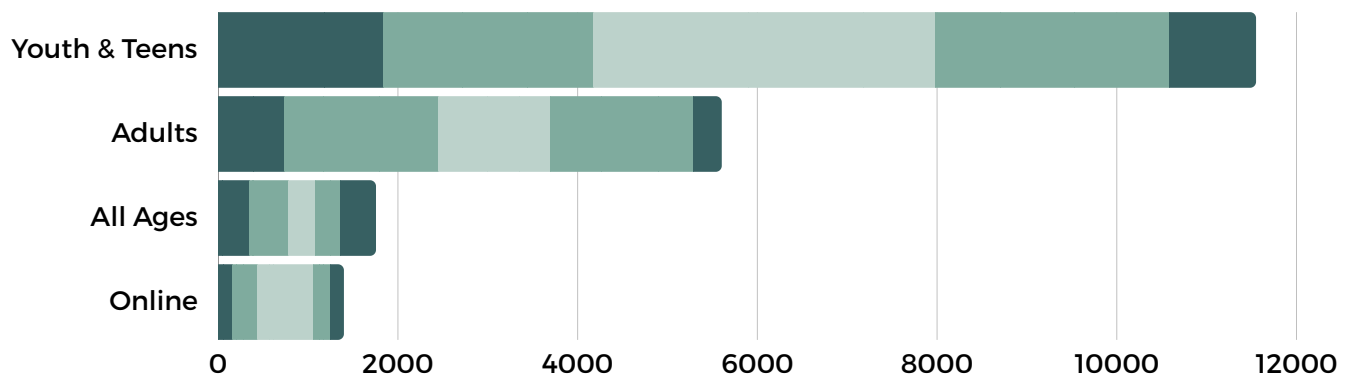
- The Women* by Kristin Hannah
- Funny Story* by Emily Henry
- The Heaven & Earth Grocery Store* by James McBride
- First Lie Wins* by Ashley Elston

# Participation

## Creating Opportunities for Connection and Growth

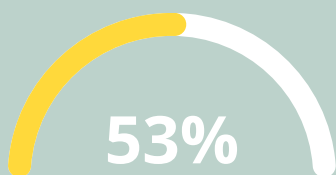
From book clubs to storytimes to big name author visits, PDL celebrated a culture of reading and learning throughout the year. The library continues to expand on its mission of sharing resources to create even broader opportunities for connection and growth-- including through our popular makerspace and STEM programs in the Lab, our growing community swap programs that encourage sharing with neighbors, and our gaming events that help community members connect with each other on a personal level-- demonstrating our dedication to enriching lives, building connections, and fostering lifelong learning across a wide spectrum of topics and interests.

### PROGRAM ATTENDANCE



## Volunteers

Our volunteers are an incredible part of our library family, dedicating **3,116** hours this year to support our mission. From shelving books and assisting with programs to delivering materials to homebound seniors and so much more, their contributions make a tangible difference every day. We are deeply grateful for their generosity, enthusiasm, and unwavering commitment to serving our community.



The majority of our programs are aimed at supporting adult learners though we see higher attendance at youth events.

# Community Engagement

This year, the library prioritized becoming a more visible and engaged presence in the community. Staff participated in numerous local events, including festivals, farmers' markets, and school outreach programs, to connect with residents and share library resources. Additionally, we enhanced our social media strategy and strengthened partnerships with local organizations, ensuring the library remained a trusted and accessible hub for everyone.

Project	Outcomes
Enhanced Visibility of Library Services	<ul style="list-style-type: none"> <li>Had a presence at Farmers Markets, PCCS Mental Health Fair, Chamber Showcase, Old Village Pride, Music in the Park, 4th of July Parade, Steps Against Suicide, PCCA Senior Picnic, Fall Fest, Downtown Days, and Pumpkin Palooza</li> <li>These events, along with class visits, resulted in 4,414 interactions outside of our building</li> </ul>
Offering Free, High-Quality Community Meeting Spaces	<ul style="list-style-type: none"> <li>PDL hosted 621 individual meetings</li> <li>197 community groups came together as a result of the library's spaces</li> </ul>

## COMMUNITY PARTNERS

Red Cross  
 United Way  
 Goodfellows  
 Wayne County Health Department  
 Wayne State University  
 Plymouth Chamber DDA  
 MI Medicare Assistance Program  
 Veteran's Resource Network of SE Michigan  
 PCCS  
 InterFaith Leadership Council of Metro Detroit  
 Plymouth-Canton PFLAG  
 League of Women Voters  
 Penn Theatre  
 Plymouth Community Council on Aging  
 PARCLife  
 SCORE  
 Gleaners  
 Human Services Collaborative  
 First Step  
 AARP Tax Aide  
 88.1 WSDP  
 Friends of Plymouth District Library

# Service Highlights



## WILCOX AMPHITHEATER GRAND OPENING

This year, we proudly unveiled the new Wilcox Amphitheater to an enthusiastic crowd of over 300 attendees. The amphitheater offers a versatile outdoor space for performances, programs, and community gatherings, marking a significant milestone in our commitment to enhancing cultural and recreational opportunities for our patrons.

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## CENTENNIAL GARDENS INSTALLATION

The installation of the Centennial Gardens transformed our library grounds into a fully native, pollinator-friendly landscape. This project not only celebrates sustainability and biodiversity but also provides an educational and serene space for visitors to learn about and enjoy Michigan's natural beauty.

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## TEEN STEM PROGRAM

We were thrilled to host another cohort of teen interns through our STEM programs, generously supported by the BOSCH Community Fund. These programs offered hands-on learning opportunities in science and technology, empowering teens with valuable skills and inspiring the next generation of innovators.

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## UPDATED CATALOG

This year, we launched a new public catalog powered by Bibliocommons software, designed to offer a more user-friendly and engaging experience. With intuitive search features, personalized recommendations, and enhanced interactivity, the new catalog is a game-changer for how our patrons discover and access library materials.



# Next Steps

We continue to celebrate a culture of reading while investing in community aspirations.

Our strategic planning process identified three areas of we will be investing our attention over the next four years. These goals are outlined below along with specific activities that the library will undertake next year.

## 01 — Foster connections between residents

In the coming year, we will be working on incorporating more intergenerational activities in our offerings. We are also launching a “Checkout an Expert” program to help community members grow their networks and highlight our individual experts.

## 02 — Enhance communication and information sharing

We plan to expand on our role as information providers by prototyping a community-created newsletter for local news and curating more topical displays of resources in our building.

## 03 — Contribute to the character of our community

Next year, we will undertake an interior renovation with more meeting spaces that highlight the historic charm of our downtown neighborhood.

# Financials

Our accomplishments from this year reflect our commitment to growth, innovation, and service, and we look forward to building on this momentum in the year ahead.

This year, the library saw significant growth in its financial portfolio, marked by a notable increase in investment earnings, grants, and donations. These gains provided vital support for our operations and allowed us to move forward with several impactful projects. Among the most significant were the completion of the Wilcox Amphitheater and the Centennial Gardens, both of which enhance community engagement and sustainability on our grounds.

Looking ahead, we've laid the groundwork for transformative changes in the coming year. Plans are underway for major interior upgrades, including new furniture, paint, and carpeting, designed to create a more welcoming and functional space for patrons. Additionally, we've begun setting up staffing structures to support expanded weekend hours and the introduction of a new drive-thru service point in 2025, ensuring we continue to meet the evolving needs of our community.

This year also brought important updates to our financial processes, particularly in how we handle acquisitions. These changes streamline operations and provide greater transparency and efficiency, ensuring that we remain good stewards of public funds. With these financial and operational advancements, the library is well-positioned to continue delivering exceptional services while embracing innovation and growth.



# Revenues

\$4,067,576	Tax Levy
\$18,572	Delinquent Taxes
\$47,150	Grants
\$38,075	State Aid
\$33,204	Penal Fines
\$6,763	Book Fines & Fees
\$8,262	Copier/Printing Fees
\$128,892	Donations & Contributions
\$186,025	Interest on Investments
\$170,025	Other
<b>\$4,704,544</b>	<b>TOTAL</b>

# Expenditures

\$2,125,167	Salaries/Wages
\$160,637	Taxes
\$221,589	Medical/Dental/Vision Insurance
\$17,710	Life & Disability
\$291,210	Retirement
\$55,730	Operating Supplies
\$26,378	Building Supplies
\$234,129	Books & Materials
\$57,353	Databases
\$166,146	eResources
\$243,942	Contractual Services
\$17,675	Communications
\$485	Transportation
\$34,420	Conferences & Training
\$55,223	Community Promotions
\$32,226	Events (Sponsored by Friends)
\$62,279	Insurance/Bonds/Worker's Comp
\$153,173	Utilities
\$98,630	Repairs & Maintenance
\$172,688	Building Renovation
\$63,647	Furniture
\$149,291	Technology
\$64	Prior Year Tax Refunds
<b>\$4,439,801</b>	<b>TOTAL</b>

# Acknowledgements

We would be remiss if we failed to recognize the contributions of the people who work tirelessly to make the projects mentioned within possible.

The dedicated **staff** who are our library's greatest resource.

Our committed **volunteers** who make this institution possible.

The generous support of **individual donors** across the community.

**Michael Pappas**, Library Board President  
**Jean Walsh**, Library Board Vice-President  
**Yasir Khogali**, Library Board Treasurer  
**Beth Sexton**, Library Board Secretary  
**Jacqueline George**, Library Board Trustee  
**John Morrison**, Library Board Trustee  
**Jessica Yaser**, Library Board Trustee

Friends of Plymouth District Library  
The Wilcox Foundation  
BOSCH Community Fund  
Kiwanis Club of Colonial Plymouth  
Penn Theatre  
CFCU Relentless Care Foundation

**We thank you for your continued support in our efforts to serve the community.**



223 S Main Street  
Plymouth, MI 48170  
734-453-0750

[plymouthlibrary.org](http://plymouthlibrary.org)  
[info@plymouthlibrary.org](mailto:info@plymouthlibrary.org)