



TO: Plymouth District Library Board **DATE:** July 8, 2025
RE: 2nd Quarter Objective Review **FROM:** Shauna Anderson,
Director

GOAL 1: Foster connections between residents

OBJECTIVE 1: Facilitate at least 8 intergenerational opportunities before the end of the fiscal year in varying formats with over 50% of participants reporting enhanced sense of community as a result of participation.

COMPLETED: We have facilitated 14 events during the first half of the year, and we continue to create more intergenerational opportunities going forward, due to the success of these initiatives. Highlights for this quarter include Juneteenth activities and an international storytelling event. Upcoming events include “Active Games for Seniors” in which teens plan and facilitate “minute to win it” games for seniors and “Save Your Parents—Escape Room” where kids have to work together on challenges to get to their parents by the end of the program.

OBJECTIVE 2: By year-end, launch a "Checkout an Expert" program at the library, offering at least five different topics for community members to explore. Achieve a minimum of 20 participants in the first three months and gather feedback to improve the program, aiming for a satisfaction rating of 85% or higher.

COMPLETED: While the Checkout an Expert program continues to grow, we have already surpassed our goal for the project. We continue to troubleshoot technology issues to make scheduling even easier, but eventually, we plan to embed this model for other resources like eBook support, tech help, and individualized demos with our maker equipment.

GOAL 2: Enhance communication and information sharing

OBJECTIVE 3: Prototype a community-created newsletter for local news and information sharing. Publish at least 3 newsletters by the end of fiscal year 2025.

IN PROGRESS: We are beginning meetings for our Community Journalism Club in July. We have reached out to WDIV to include some of their staff in future meetings. We have put together the initial technology that will support public submissions, online publishing, and easy layouts for the eventual print publication.

OBJECTIVE 4: Implement a system of rotating topical displays throughout the library, with a primary focus on civic engagement. At least 12 displays will be produced throughout the year to support a 5% increase in overall circulation.

IN PROGRESS: Recently, we moved Adult Nonfiction browsing displays down from the Upper Level to support access to that collection during the closure. We also began the "Most Popular" circulation model, which utilizes a truncated circulation timeline to ensure that popular copies are rotated out more frequently. Those who want a longer checkout period can continue to wait in line for their turn at a full 3-week circulation. This has proven extremely successful, and we are constantly having to pull additional titles from the larger collection to satisfy the demand.

In terms of our circulation numbers, the timing of building renovations has limited our growth in this area. We now recognize that a goal of 5% increase is likely unattainable with the current closure schedule in place.

GOAL 3: Contribute to the character of our community

OBJECTIVE 5: Enhance the library's interior (including more meeting spaces to foster deeper community connections) in ways that highlight and celebrate the historic charm of our downtown neighborhood.

IN PROGRESS: We are now well underway with our Upper Level updates. Painting is almost completed, and construction on additional study rooms will take place this week. Carpeting will be installed and furniture moved into place throughout August. The Lower Level fish tank will be installed this month, and the columns outside of the Teen Zone will be removed by the end of August.

We plan to close the library during the first 2 weeks of September for paint/carpeting and then re-open the Upper/Main Level for full services. The Lower Level will receive paint/carpeting afterward and then open for collection access while the playscape is under construction.

OBJECTIVE 6: Facilitate at least 6 initiatives offsite, throughout the community centered on place-making-- creating vibrant, inclusive environments that foster social interaction and community engagement—with a goal of at least 50 participants per session.

IN PROGRESS: This summer, we have hosted pop-up events in local parks, garnering significant participation (over 60 people) despite intense heat. We also have set up the Wilcox Amphitheater as a hangout space with activities during Art in the Park and as an impromptu reading room on Friday afternoons.



TO: Plymouth District Library Board **DATE:** July 8, 2025
RE: CFCU CD Maturation, Approval **FROM:** Shauna Anderson,
Director

The library currently holds 3 CD's at Community Financial Credit Union (CFCU) totaling \$825,232.45 that recently matured. We were given a short window to decide what to do with the cash, so I invested it in a 90 CD on 4/29/25 to give us more time to decide what to do. This will mature on July 28, 2025. With the current building projects planned to dip into our savings, it is essential that we migrate a significant portion of these funds to a more liquid situation.

If we want to maintain a local, FDIC-insured investment account, I would suggest either migrating to a Money Market setup (where rates are currently hovering above 3%) or making use of a special 8 month certificate of deposit with a 4.19% dividend rate. With a Money Market account, we expect our rates to fluctuate, and this positions our investments in a situation more apt to the whims of a volatile market. The shorter-term CD, keeps our investment stable with an opening every few months. However, this does require that we keep adjusting our strategy at each maturation interval.

If we are amenable, I would like to suggest investing a significant portion of these funds in MI Class. Despite market fluctuations, our MI Class account continues to earn over 4% and provides us with same-day liquidity.

Liquidity and reliability are two priorities for our funds, but I also recognize the role that CFCU plays in our community and the value in leveraging tax-payer funds in support of local institutions. I ask that the board weigh these suggestions and determine next steps for this money.