



TO: Plymouth District Library Board **DATE:** January 5, 2026
RE: 2026 Board Assignments **FROM:** Shauna Anderson,
 Director

It is customary for the Board to review its committees at the annual meeting to determine if they are still useful, and for the President to re-appoint members and fill vacancies. The function of the committees is to study issues and recommend action to the entire Board.

The following are the present committees:

Personnel	Sexton, Walsh, Yaser
Goals	George, Sexton, Burrows
Building	George, Pappas, Yaser
Director Evaluation	George, Khogali, Walsh
Finance	Khogali, Burrows, Walsh
VEBA	Khogali, Pappas, Sexton

There are typically up to three Board members on each committee, as more than three constitutes a quorum of the Board and meetings must operate as Board meetings. Be ready to indicate your interest in joining a committee or moving to a new assignment.

The Library Board elects three trustees to serve on the 5 member VEBA Board, which oversees the Trust fund to provide retiree medical benefits. These trustees serve indefinite terms 'at the pleasure of the Board, but only so long as they remain members of the Library Board. The other two members of the VEBA Board are myself and employee representative, Dana Bussard.

Finally, it is customary to assign Trustees to weekly check-signing duties (typically Friday afternoon – Monday evening). All Trustees except the Treasurer take responsibility for a four-month period. Two signers are assigned to each period. Trustees are responsible for arranging individually for cover when unavailable for this duty.

Current check signers are:

Jan – April	Yaser, Walsh
May – August	Burrows, Pappas
Sept – Dec	Khogali, George

Be ready to volunteer for a schedule that meets your needs.

2026 Committee Assignments

- Personnel -
- Goals -
- Building -
- Director Evaluation -
- Finance -
- VEBA -

2026 Check Signers

- Jan – April:
- May – August:
- Sept – Dec:

11.2



TO: Plymouth District Library Board

DATE: January 5, 2026

RE: Acceptance of Gifts, July-
December 2025

FROM: Shauna Anderson,
Director

Attached is a list of gifts received from July 1, 2025 – December 31, 2025. It includes general collection gifts, grants, adopt-a-magazine donations, annual memorial fund distributions and reimbursements from The Friends of Plymouth District Library.

Resolved by _____, Seconded by _____, to accept gifts received by the Plymouth District Library from July 1, 2025 through December 31, 2025 totaling \$36,555.89.

AYES

NAYS

Acceptance of Gifts: July – December 2025

Collection Gifts

Date of Gift	Donor	Gift Amount	NOTES
7/2/2025	Linda Manchester	\$ 1,000.00	Donation
7/30/2025	Laurie Bogart	\$ 100.00	Donation
8/2/2025	Friends of PDL	\$ 32.95	Book in honor of Judy Morgan
8/19/2025	DKG Gamma Gamma Chapter	\$ 100.00	Donation
9/27/2025	NSDAR Sarah Ann Cochrane Chapter	\$ 100.00	Books about the Constitution and founding of the United States
10/13/2025	Cheryl Hodges-Selden	\$ 35.00	Book for fellow theater lovers
10/15/2025	Martha Sheil	\$ 200.00	Donation
10/18/2025	Gary MacDonald	\$ 100.00	Donation
10/23/2025	ANONYMOUS	\$ 120.00	In thanks for Adobe Acrobat Pro
12/2/2025	Joe White	\$ 100.00	Donation
12/9/2025	Rita T. Furdak	\$ 136.05	Balance after Adopt-a-Mag subscription from \$200 donation
12/14/2025	The Stark Family	\$ 100.00	MeLCat Loans, LoT, as needed
12/18/2025	Huron Valley MISSAR c/o John Critchett, Treasurer	\$ 100.00	Donation
12/18/2025	Reading Between the Wines Book Club	\$ 200.00	Book Club Kit in Memory of Janet Doty

SUB-TOTAL \$ 2,424.00

Grants

Date of Gift	GRANTS	Gift Amount	NOTES
8/5/2026	CFSM Grant	\$ 4,800.00	CFCU Relentless Care Fund

SUB-TOTAL \$ 4,800.00

The Plymouth Express Subscriptions

Date of Gift	Donor	Gift Amount	NOTES
10/24/2025	Enda Reilly	\$ 20.00	The Plymouth Express Subscription
10/26/2025	Jessica Yaser	\$ 20.00	The Plymouth Express Subscription
11/6/2025	Kathleen Rossie	\$ 20.00	The Plymouth Express Subscription
11/19/2025	Sherrie Brindley	\$ 20.00	The Plymouth Express Subscription
12/15/2025	James Sebok	\$ 20.00	The Plymouth Express Subscription
SUB-TOTAL		\$ 100.00	

Adopt-A-Magazine

Date of Gift	Donor	Gift Amount
7/16/2025	John Schmidt	\$ 400.00
11/7/2025	Diane & Carl Anderson	\$ 67.95
11/10/2025	Larry Cooper	\$ 59.00
11/25/2025	Trailwood Garden Club	\$ 81.90
11/25/2025	Mary Margaret Ziobro	\$ 422.97
12/9/2025	Rita T. Furdak	\$ 63.95
12/15/2025	Schrader-Howell Funeral Home	\$ 572.81
SUB-TOTAL		\$ 1,668.58

Friends of the Plymouth District Library Gifts

Date of Gift	Friends Donations	Gift Amount	NOTES
7/31/2025	Friends of PDL	\$15,675.39	2nd Quarter programs and activities
10/23/2025	Friends of PDL	\$10,995.40	3rd Quarter programs and activities
SUB-TOTAL		\$ 26,670.79	

Memorial Fund Distributions 2025

2025	Memorial Funds	Gift Funds Spent	NOTES
annual	Anonymous Philosophy Fund	\$ 70.18	books on philosophy
annual	Margaret Dunning Memorial Fund	\$ 57.01	books on philanthropy, libraries, community
annual	Florence R. Hallam Memorial Fund	\$ 51.42	books on Travel to Wales, Scotland, Spain
annual	Joan F. Healy & Thomas Healy Memorial Fund	\$ 57.21	books on Law, Health, Social Justice
12/6/2025	Joan F. Healy & Thomas Healy Memorial Fund	\$ 300.00	Not spent but added to Fund from Thomas H. Healy Family
12/8/2025	Joan F. Healy & Thomas Healy Memorial Fund	\$ 200.00	Not spent but added to Fund from Eileen Healy McNulty
annual	Elizabeth Holmes Memorial Fund	\$ 45.87	cozy mysteries
annual	Ruby & Robert Rudnick Memorial Fund	\$ 53.06	books on gardening, WWII history
annual	Ann Springer Memorial Fund	\$ 57.77	books on history, current affairs, politics

SUB-TOTAL \$ 892.52

TOTAL OF ALL GIFTS RECEIVED

JULY 2025 – DECEMBER 2025

\$ 36,555.89



2025

ANNUAL REPORT

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Message from our director

2025 was a year of meaningful
transformation at the library.

With the completion of our interior renovations and the launch of our new integrated library system, we didn't just update our building and technology—we strengthened the way we serve our community. The refreshed spaces are updated, more welcoming, and better designed to support connection, learning, and discovery. Our new ILS is already helping us work more efficiently behind the scenes, so we can spend more time doing what matters most: supporting the people who walk through our doors.

These projects were not without challenges. Change rarely is. But thanks to the patience of our patrons, the resilience of our staff, and the support of our partners, we emerged better prepared, more flexible, and more focused. Every decision was guided by care—care for access, for experience, and for the vital role the library plays in daily life.

As we look ahead, we are excited to build on this momentum. Our renewed spaces and systems give us a stronger foundation to listen, to respond, and to grow alongside our community. Thank you for trusting us with that responsibility. We care deeply about this library and the people it serves, and we are proud to continue this work together.



Shauna Anderson
Library Director



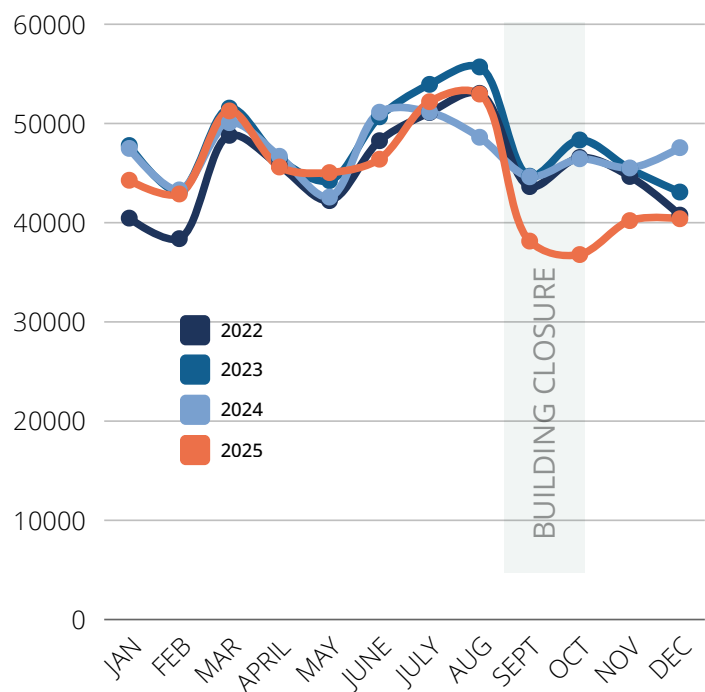
Circulation

Circulation of physical materials dipped with the closure of our building due to our interior renovation, as noted in the chart (right). Digital reading continues to grow, accounting for **30%** of our overall checkouts.

536,205 Physical Checkouts

175,440 Digital Checkouts

62,459 Database Uses



ILS MIGRATION

Migrating to a new Integrated Library System this year was not without its challenges. Patrons endured a significant outage in May while we transitioned systems, and staff continued to troubleshoot data issues after launching the new system. We are hopeful that the open source ILS we selected, Evergreen, will provide us greater flexibility, more consistent technology development, and a better business model than previous vendors.

REORGANIZED COLLECTIONS

With the interior updates this year, we took the opportunity to reconfigure the physical placement of our collections to align with publishing trends and public usage. This allows us to grow more popular collections and showcase more topical displays.

2025 Top Titles

My Friends by Fredrik Backman
Great Big Beautiful Life by Emily Henry
Atmosphere by Taylor Jenkins Reed
Nightshade by Michael Connelly

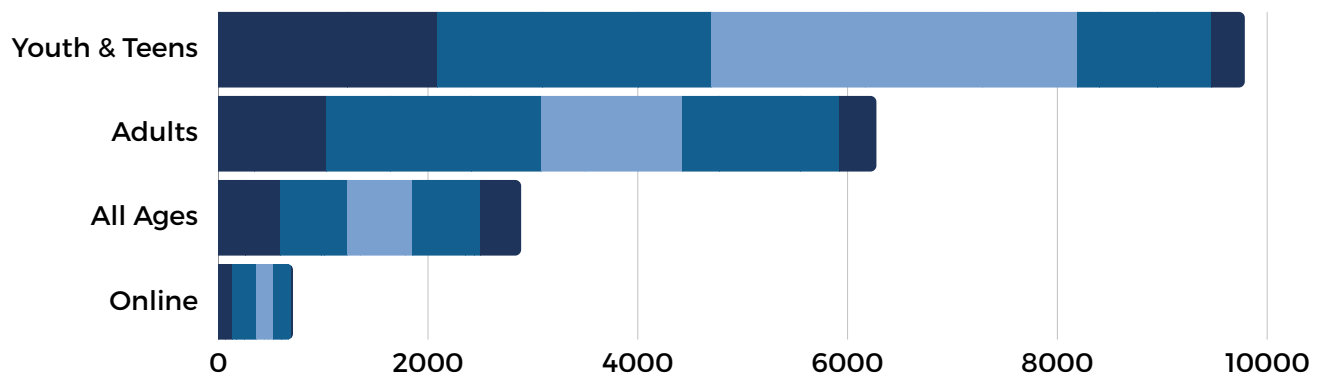


Participation

A focus on intergenerational opportunities

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 it's 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

From behind-the-scenes support to direct service with the public, our volunteers extend the library's reach in countless ways. Their dedication strengthens our programs, enhances our spaces, and helps us better meet community needs. We sincerely thank each volunteer for the difference they make.

3,158
Hours Volunteered



Community Engagement

Over the past year, our list of community partners has more than doubled—clear evidence of how the library is becoming increasingly connected, collaborative, and responsive to local needs. These partnerships extend the library's reach far beyond our walls, allowing us to support a wider range of programs, services, and community initiatives than ever before. We are grateful to the organizations, schools, and local groups who have chosen to work alongside us, and we look forward to continuing to build relationships that strengthen our community and reflect the evolving interests and priorities of the people we serve.

COMMUNITY PARTNERS

88.1 The Park WSDP Radio
AARP
Academic Gardens Preschool
American Red Cross
Arbor Brewing Plymouth
Taphouse
ARC Northwest Wayne County
Autism Alliance of Michigan
Cards for Hospitalized Kids
Charter Township of Plymouth
ChildTime Preschool
City of Plymouth
CFCU Relentless Care Foundation
Community Living Services
Compass Community
Collaborative
Detroit Disability Power
Disability Network, Wayne County
Disability Rights Michigan
Early On Michigan
Eastern Michigan University, School of Social Work
Elephant Ear Books
Friends of PDL
Gleaners
Greater Detroit Agency for the Blind

InterFaith Leadership Council of Metropolitan Detroit
Ivywood Academy
KinderCare Preschool
Kiwanis Club of Colonial Plymouth
League of Women Voters
Living & Learning Enrichment Center
MSU Extension
MI Alliance for Families
MI Bureau of Services for Blind Persons
MI Department of Civil Rights
MI Medicare Assistance Program/The Senior Alliance
Michigan Philharmonic
Michigan Statewide Independent Living Council
Miracle League of Plymouth
Northville HS Heart Club
Old Village Association
OLGC School
PARCLife
Friends of the Penn Theatre
Plymouth/Canton PFLAG
Plymouth Canton Community Schools

Plymouth Chamber of Commerce
Plymouth Council on Aging
Plymouth United Way
Plymouth DDA
Plymouth Foster Closet
Plymouth Goodfellows
Plymouth Pollinators
Plymouth-Canton Literacy Council
Plymouth Township
Rank MI Vote
Recovery Action Network of Michigan
Sun and Snow, Plymouth
State of Comics
Veterans Resource Network of Southeast Michigan
Vitrine at the Baker House
Wayne County Dept of Health, Human and Veterans Services
Wayne County Parks & Recreation
Wayne State University, Center for Behavioral Health and Justice

Service Highlights



INTERIOR RENOVATION

This year marked a major milestone in the life of our building. With fresh paint and new carpet throughout, added study rooms, and thoughtfully selected new furniture, the library is better than ever. These improvements have already changed how people use our spaces, creating better areas for collaboration, quiet study, and community connection.

CHECK OUT AN EXPERT

This year, we launched a program to connect community members with knowledgeable volunteers for one-on-one conversations and learning experiences. From practical guidance to personal interests, these sessions have created meaningful exchanges that reflect the strengths and generosity of our community.

BOOK DISPLAYS & MERCHANDISING

We experimented with new approaches to displays this year, emphasizing a more intentional presentation. Projects such as the *Civic Zone*, *Holiday Boutique*, and *Most Popular* collection invited patrons to discover materials in fresh, engaging ways. These efforts taught us a great deal about how people browse and what draws attention which we will expand on in the year ahead.

INTRODUCING *THE PLYMOUTH EXPRESS*

This year also saw the launch of a new community newspaper, created to highlight positive local stories and amplify voices from around town. The paper has provided a platform for connection, creativity, and civic pride, extending the library's role as a hub for local storytelling. We are proud of the enthusiasm it has generated and excited to help this project grow.

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 prototyping new ways to bring neighbors together for civic conversations on topics that matter to our community.

02 — Enhance communication and information sharing

We plan to spend the next year building internal tools that support better communication and preparedness at our public service points, particularly through an enhanced staff intranet.

03 — Contribute to the character of our community

We plan to celebrate the full reopening of our spaces once the Lower Level construction is completed. This event will commemorate the investment made by our community and acknowledge the work that went in to making our refreshed spaces possible.

Financials

This year, we made intentional, forward-looking investments in our physical spaces—improvements designed to ensure our building continues to meet the evolving needs of the community.

The interior renovations completed in 2025 were funded through the strategic use of the library's capital funds—savings reserved specifically for major projects and long-term improvements. Utilizing these funds allowed the library to move forward with essential updates while protecting the stability of our annual operating budget and day-to-day services.

We approached these projects with careful planning and fiscal responsibility, prioritizing improvements that will have lasting impact: safer and more welcoming spaces, more functional layouts, and infrastructure that better supports both patrons and staff.

This same approach will continue into the coming year as capital funds are again used to complete renovations to the lower level children's area. This next phase reflects our ongoing commitment to stewardship, transparency, and thoughtful investment in the shared public space our community trusts us to maintain.





Revenues

\$4,201,078	Tax Levy
\$101,485	Delinquent Taxes
\$25,838	Grants
\$44,504	State Aid
\$0	Penal Fines
\$3,999	Book Fines & Fees
\$8,342	Copier/Printing Fees
\$88,073	Donations & Contributions
\$165,428	Interest on Investments
<u>\$162,514</u>	<u>Other</u>
\$4,801,264	TOTAL

Expenditures

\$2,501.592	Salaries/Wages + Taxes
\$259,329	Medical/Dental/Vision Insurance
\$17,695	Life & Disability
\$287,169	Retirement
\$44,842	Operating Supplies
\$29,495	Building Supplies
\$237,715	Books & Materials
\$50,203	Databases
\$175,271	eResources
\$253,271	Contractual Services
\$20,019	Communications
\$75	Transportation
\$26,217	Conferences & Training
\$63,886	Community Promotions
\$37,688	Events (Sponsored by Friends)
\$72,515	Insurance/Bonds/Worker's Comp
\$140,119	Utilities
\$120,084	Repairs & Maintenance
\$1,287,428	Building Renovation
\$278,228	Furniture
\$127,813	Technology
<u>\$1,888</u>	<u>Prior Year Tax Refunds</u>
\$6,033,059	TOTAL

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.

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

Friends of Plymouth District Library
BOSCH Community Fund
Kiwanis Club of Colonial Plymouth
CFCU Relentless Care Foundation

Summer Reading Sponsors

Basket Kreations
Bigalora
Dairy King
Dairy Queen
Goldfish Swim School
Jimmy John's
Jungle Java

Kilwin's
McDonald's
P.S. Nutrition
Phoenix Theaters
Pita Way (adult)
Plymouth Dept of
Recreation

Radiant Fine Jewelry
Savvy Sliders
Scooter's Coffee
Skatin' Station
Tim Hortons
Westborn Market
Zap Zone/Glow Golf

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



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