



# DIRECTOR REPORT

To: Plymouth District Library Board  
From: Shauna Anderson, Library Director  
Date: February 12, 2026

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Circulation is still down over prior year, but eResources are in high demand.

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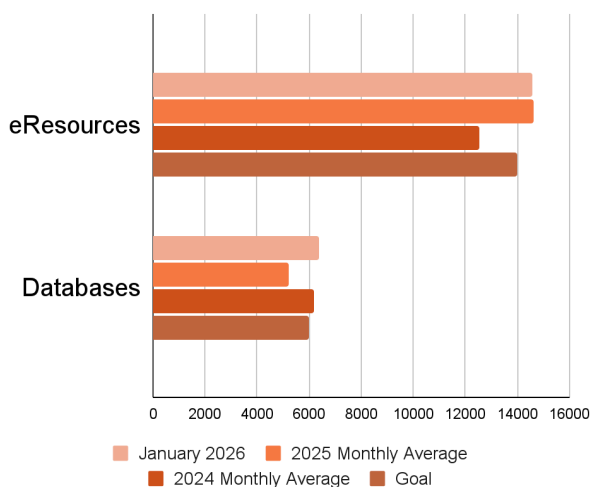
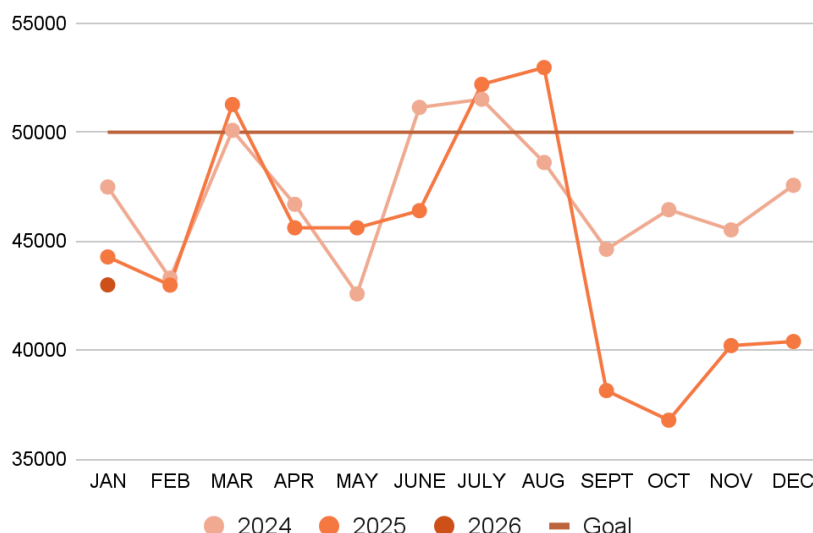
**Personnel 7**

Open page position due to upcoming retirement.

# CIRCULATION

## PHYSICAL COLLECTIONS

Circulation is still low compared to previous years. We see this trend showing up most acutely in our youth collections which have not yet recovered from the closure in September. Our collection utilization is slowly increasing, now at 12%.



## DIGITAL COLLECTIONS

eResources went up significantly, likely due to New Year's resolutions- we saw a ton of usage in Hoopla. We set new daily budgets to help us stay within our allotted spending. Database usage went up slightly.

We ended the month with a combined circulation of just under 64k, which is 91% of our monthly goal.

Our collection size is 164,586 with 2,676 new items added this month and 1,228 withdrawn.

## JANUARY'S MOST POPULAR TITLES

*My Friends* by Fredrik Backman  
*The Secret of Secrets* by Dan Brown  
*Twice* by Mitch Albom  
*The Widow* by John Grisham  
*Buckeye: a novel* by Patrick Ryan

# PARTICIPATION



LEGO Club participants build exceptional creations..

## PROGRAM HIGHLIGHTS

- 281 community members attended our first *Local Clubs Expo*. It was great to connect people with organizations and activities in the community, and we look forward to bringing this back again next year.
- We opened the Storytime Room and put games out for families to play on the days it was too cold for school. We had over 75 participants come through to shake off their cabin fever.
- *ASL Club* is turning into a strong, intergenerational experience, with 20 regular members spanning all ages.

↑18,123

Library Visits\*

*\*Estimate due to a technology issue that disrupted our count.*

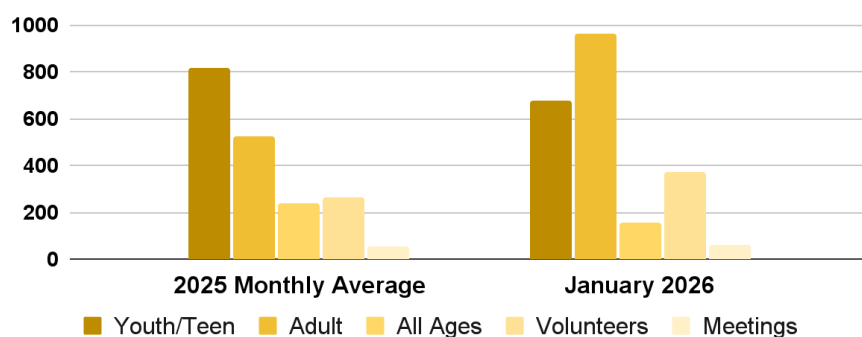
↑3,931

Questions Answered

↑82

Total Programs

Participation increased across all spheres of the library- particularly for adults, who we saw a significant increase in average participation throughout all of last year.



# COMMUNITY ENGAGEMENT

## PROJECT UPDATES

### Community Collections

The library hosted the annual *Seats & Feets Drive* to support PCCS Clothing Bank with new socks and underwear. We also hosted a single-day drop off for all items for the PCCS Clothing Closet and the generosity of our community was overwhelming!

### School Outreach

Library staff hosted two groups from OLGC at the library for special activities. Teen staff also attended Starkweather School for a classroom visit.

### Chamber Support

Heather Pacheco and I attended the Plymouth Community Chamber of Commerce Kickoff Breakfast. As a result, we are looking to increase our participation in this year's 4th of July Parade in coordination with other local businesses.


## MARKETING DATA

eNewsletters	82,915 sent (52% open rate)
Top Links Clicked	Monthly event calendar & New Year's blog post
New Cardholders	266
Social Media Reach	28,748
Engagements	2,631
New Followers	93

**Plymouth District Library**  
Published by Later · January 13 at 3:12 PM · 🌐

Thank you to everyone who joined us this past Sunday for the Local Clubs & Activities Expo! And a special thank you to all of the local organizations who hosted tables and introduced themselves to our community members. We had 40+ participating clubs and 300 attendees who helped make this new event a great success!

For the complete list of the clubs and organizations who took part in this event, visit <https://plymouthlibrary.org/~Local-Clubs-Expo-2026...>



99 Likes · 11 comments · 1 share

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**Pam Wong**  
Thank you for creating a more collegial community. Together, We're Better!  
4w · Like · Reply · Hide · 5 🌟

**Angela Nolan**  
It was an amazing opportunity to meet with our fantastic community members! I hope you will host this event every year!  
4w · Like · Reply · Hide · 4 🌟

**Kara Gavin**  
At the Miller Woods Plymouth MI table we met several young couples, new to the area, who were so happy to have this event to go to! And newly retired people too. Kudos to all involved in planning the event.  
4w · Like · Reply · Hide · 5 🌟

**Christine Champness**  
It was a great event! I've lived in Plymouth for 33 years and discovered some groups I'd never known about! I hope this will be repeated again.  
4w · Like · Reply · Hide · 5 🌟

**Alea Lynn**  
Bummed I forgot about it!  
4w · Like · Reply · Hide · 1 🌟

**Michelle Bracey**  
Well Done & thank you! Kiwanis Club of Colonial Plymouth enjoyed the chance to meet so many in the community & share information about our club.  
4w · Like · Reply · Hide · 2 🌟

**Sandra Raymond**  
It was great to be able to speak to members of each club or organization to learn about them. Having the print out of the participants made it easy to further consider when I got home.  
4w · Like · Reply · Hide · 2 🌟

**Char Wolvin Tavarozzi**  
Thank you to the PDL for once again proving we have the very BEST Library!  
4w · Like · Reply · Hide · 2 🌟

**Jill Natalini**  
Thank you so much for doing this. It is a great idea and I think everyone learned about a new organization  
4w · Like · Reply · Hide · 1 🌟

**Maggie Zakem**  
Karen R. Ludwig and I enjoyed meeting people and describing the BaseLine Folk Society. The event was well organized. We hope to participate again.  
3w · Like · Reply · Hide · 3 🌟

**Erika Hampstead**  
Thank you for hosting and posting the info! I couldn't attend last weekend.  
3w · Like · Reply · Hide · 1 🌟

*Thank You*

# TECHNOLOGY

## SPECIAL PROJECTS

### IT Recabling Projects

The IT team is preparing for another recabling project on our Upper Level that will occur during our Staff Day closure on 2/16.

IT staff also prepped the ceiling on the Lower Level to ensure that all cables were dealt with before significant work was completed in the new playspace.

### MeLCat Success

We are now seeing successful delete files being uploaded to MeLCat from our vendors at Equinox. This makes the requesting process seamless for our users while also simplifying work on the staff end.

### ILS Updates

I started hosting a Catalog Development Working Group to help us make progress on stabilizing our ILS and optimizing the system for various aspects of library work flows.

↑15,4.9

WiFi Sessions

↓1,240

Computer Sessions

↑512,899

Website Hits

↓13,891

Mobile App Uses

# FACILITIES

## **Work Orders Processed**

Facilities staff worked through a total of 66 work orders this month (35 of which are still open). Support was regularly requested this month related to repairs and maintenance along with extra cleaning needed outside of regular maintenance schedules.

## **Maintenance Projects**

Our HVAC vendor completed our semi-annual snow melt system maintenance. This included glycol replacement, relief valve replacement, and tuning of the new glycol feeder.

PDL recycled over 100 used/burnt-out fluorescent light bulbs and a large collection of used batteries.

Facilities supported the installation of appropriate backflow system pieces and reviewed with HydroCorp for compliance.

Facilities staff also replaced the p-trap on the Upper Level that was causing slow drainage in the women's restroom sink, and installed a new dome light cover and reinforced the fasteners on a large overhead ML light fixture that fell from the frame and shattered earlier this month.

## **Building Renovations**

Construction continues on the Lower Level playscape. Due to the recent large donation to the library, we are considering a few updates provided by our designers that we postponed due to budget constraints. This will be presented at a future board meeting.

# PERSONNEL

## Open Positions

Library Page

## New Hires

London Harfoot	1/19/26	Contracted Social Work Intern
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## Promotions

None

## Terminations, Retirements, Resignations

Lisa LeBlanc	2/19/26	Library Page ( <i>thank you for 12 years!</i> )
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## Employee Anniversaries

Loreen Graham	2/5	2 years	Facilities Coordinator
Dee Beaver	2/10	6 years	Adult Librarian
James Berghofer	2/10	1 year	Facilities Technician
Kendra Miller	2/13	18 years	Clerk
Esther Rogers	2/13	7 years	Clerk
Vickie Betz	2/16	3 years	Clerk

**January FTE Count: 44.4**