



DIRECTOR REPORT

To: Plymouth District Library Board
From: Shauna Anderson, Library Director
Date: April 8, 2026

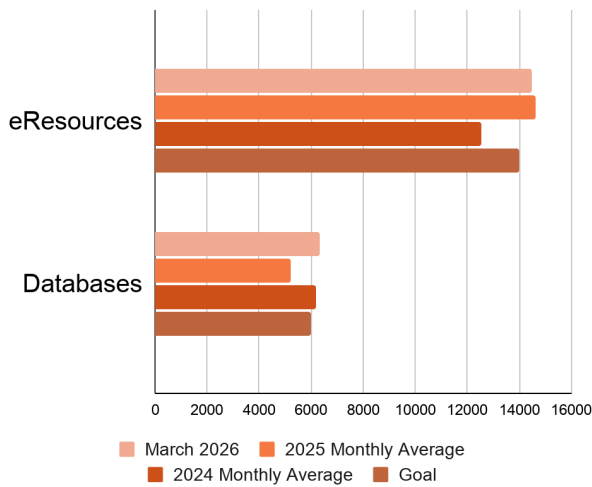
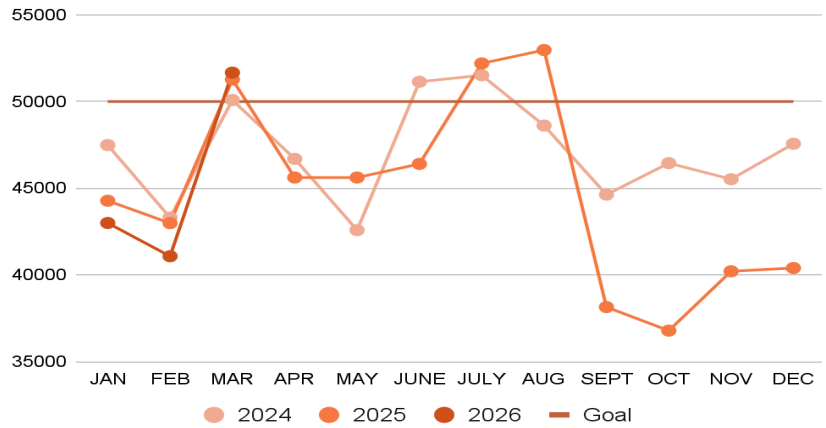
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Circulation is climbing above prior year numbers. Libby wait times are decreasing significantly.		IT staff performed an audit and finalized a Disaster Recovery Plan.	
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Library visits and event participation were exceptionally high this month.		The play area is ready for millwork install this month, after requiring additional work to pass a fire inspection.	
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Lots of community connections and excitement over new plants and the seed library on social media.		New Adult Librarian starting soon.	

CIRCULATION

PHYSICAL COLLECTIONS

Circulation is just beginning to climb higher compared to previous years. Over the past month alone, we saw a 25% increase in physical checkouts. Our collection utilization increased to 13%.



DIGITAL COLLECTIONS

eResources and database usage climbed once again. Our average wait times on Libby have decreased from 72 days in January 2025 to 50 days this past month. This is due to the significant work that Adult Librarians have put in place to provide high-interest titles in ways that work for our budget.

We ended the month with a combined circulation of just under 196k, which is 93% of our monthly goal.

Our collection size is 167,619 with 2,765 new items added this month and 1,076 withdrawn.

MARCH'S MOST POPULAR TITLES

- My Friends* by Fredrik Backman
- Buckeye: a novel* by Patrick Ryan
- The Widow* by John Grisham
- The Correspondent* by Virginia Evans
- Theo of Golden* by Allen Levi

PARTICIPATION



(Above) Participants enjoy this year's Puppet Extravaganza Storytime featuring performances from our youth librarians. (Below) Our Super Springtime Craftapalooza brought together a packed room full of families to help us use up leftover craft supplies.

PROGRAM HIGHLIGHTS

- We hosted several programs in partnership with other community organizations. Author Megan Schikor was in conversation with Ellen Elliot from Friends of the Penn Theatre in partnership with Elephant Ear Books. Our first ever Adult Battle of the Books was presented in collaboration with Northville District Library. Additionally the AARP Tax Aid events served 89 seniors.
- The library hosted a strong lineup of Spring Break programs– including the puppet show and Craftapalooza featured to the left.
- Youth staff facilitated a reading tracking program for March is Reading Month. 344 Youth participants collectively read almost 3000 books in one month. We had many comments from adults hoping to join in next year.

↑23,247

Library Visits

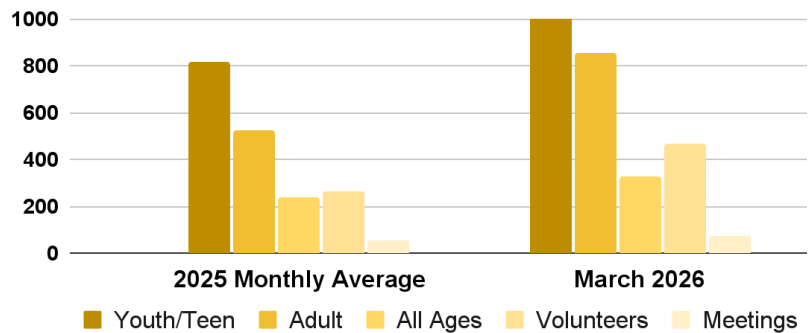
↑4,506

Questions Answered

↑106

Total Programs

Participation exploded this month! We saw higher rates in all areas over the previous month and prior year averages. We also saw a 30% increase in library visits and the highest number of visits in one day for 2026 on Wednesday, March 4 with 1052 visitors.



COMMUNITY ENGAGEMENT

PROJECT UPDATES

Girl Scouts Collaboration

PDL Page, Michael Schlott, prepared a thoughtful presentation and demonstration regarding book repair for a small group of girl scouts working on a book restoration badge.

School Outreach

Youth staff welcomed a Plymouth homeschool group for a tour, storytime and scavenger hunt. We also welcomed a group of 4 yr olds from Allen Early Learning for a Spring-themed Storytime.

Community Connections

PDL hosted a Red Cross Blood Drive, continued offering AARP TaxAide appointments, and supported a cleaning supplies drive sponsored by our partners at EMU School of Social Work.

Plymouth District Library
Published by Later · March 22 at 11:00 AM · 🌱

It may not feel like it just yet, but Spring has officially sprung! 🌸🌻 Celebrate by visiting the Seed Library on our Upper Level for new seeds and gardening tips.

Anyone is welcome to take a free packet of seeds to start learning how to grow their own food or flowers! 🌱 At the end of the growing season, collect seeds from your plants and send them back to the library so our collection can continue to grow! You can also send us pictures of your growing garden at marketing@plymouthlibrary.org for a chance to be featured on our Seed Library wall.

Happy Spring! 🌸



👍 136 🗨️ 4 🔄 20

Most relevant ▾

Kimberly Manson Shelby Nicole
2w Like Reply Hide 1👍

Jennifer Jacobowitz Campo
I need to check this out!
2w Like Reply Hide 1👍

Heidi Sheffield
Too coooooo!!!
2w Like Reply Hide 1👍

Renda N Dale Boomer
Very impressive! Such a wonderful idea 🌱🌻🌸🌿
2w Like Reply Hide 1👍

MARKETING DATA

eNewsletters	102,888 sent (50% open rate)
Top Links Clicked	Homepage & Monthly Events
New Cardholders	219
Social Media Reach	37,573
Engagements	7.6%
New Followers	85



plymouthdistrictlibrary 1w
Celebrate the start of Spring with a good book, cozy atmosphere, and beautiful plants in our library 🌱🌻🌸

👍 67 🗨️ 1 🔄

March 26

hansonssj 1w
Plants look amazing
1 like Reply

TECHNOLOGY

SPECIAL PROJECTS

IT Disaster Recovery Plan

The IT team finalized a formal plan to support recovering technology and services after significant disruptions. This is the culmination of a few years of work behind the scenes, and it sets the whole institution up for success going forward.

2025 Audit of IT Systems

This year's audit included a massive documentation project to measure the use of IT best practices for our library. It was a 20 page report with over 30 pages of additional documentation to support. Through this process, we were able to identify areas where we are performing well and areas where we could easily tighten up our internal processes.

Staff Intranet

This month, we announced a new intranet modeled on Google Sites. This site was built by the Leadership Team and will continue to be refined over time. The new format will allow for safer offsite access to our internal procedures and reporting functionality while integrating with our current Google Workspace setup.

ILS Updates

We are continuing to test OpenProjects as a platform for ticketing and bug reporting going forward. This quarter, we are planning to conduct a permissions audit to ensure that the right people have the right credentials in our ILS. Additionally, we will be working on standardizing collection procedures and providing more solid report templates for staff use.

↑16,261

WiFi Sessions

↑1,514

Computer Sessions

↑505,305

Website Hits

↑14,727

Mobile App Uses

FACILITIES

Work Orders Processed

Facilities staff worked through a total of 69 work orders this month (14 of which are still open). Support was regularly requested this month related to general repairs/maintenance and additional janitorial help outside of normal duties.

Maintenance Projects

Facilities staff performed a full replacement of all existing T8 fluorescent lamps in the Cooper Room to ensure uniformity. The new LED bulbs have matching color temperature (Kelvin) and luminous flux (Lumens) to eliminate flickering and color mismatch.

H V Burton completed Boiler chemical maintenance testing and treatment - no discrepancies.

Facilities staff straightened and secured the handicap sign on the south side of the building that was damaged by a patron vehicle last month.

Facilities also recarpeted over 12 decommissioned floor cores and finished the flooring around three structural columns within the new Play Area.

Additionally, staff repaired a leaking urinal in the LL men's restroom.

Building Renovations

Construction continues on the Lower Level playscape. The majority of this work is happening offsite by the millwork team, who are assembling and preparing pieces for installation in April. Our contractor has promised that the space will be ready for our Grand Reopening weekend on May 16.

The new play area initially failed its fire inspection due to a pre-existing, non-compliant alarm wiring. Facilities identified and onboarded a new vendor to perform technical cleanup and rewiring that resulted in 100% compliance/passed inspection with about a 40% lower than quoted final cost.

PERSONNEL

Open Positions

Library Page
Technology Assistant

New Hires

Leigh Schoberth	Starting 4/20	Adult Librarian
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Promotions

None

Terminations, Retirements, Resignations

None

Employee Anniversaries

None

March FTE Count: 43.2