



# DIRECTOR REPORT

To: Plymouth District Library Board  
From: Shauna Anderson, Library Director  
Date: July 17, 2026

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**Circulation** 2  
Circulation skyrocketed to 58k thanks to the Lower Level excitement.

**Participation** 3  
Participation was the highest I've ever seen this month!

**Community Engagement** 4  
380 new library cards were created and 486 new followers joined us on social media.

**Technology** 5  
Copier maintenance and paging system reconfiguration.

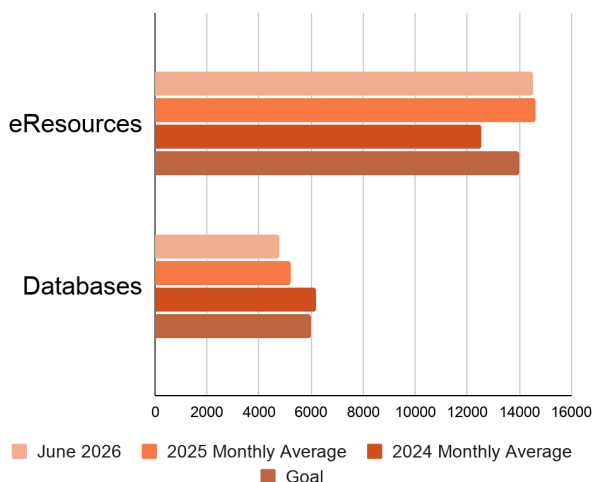
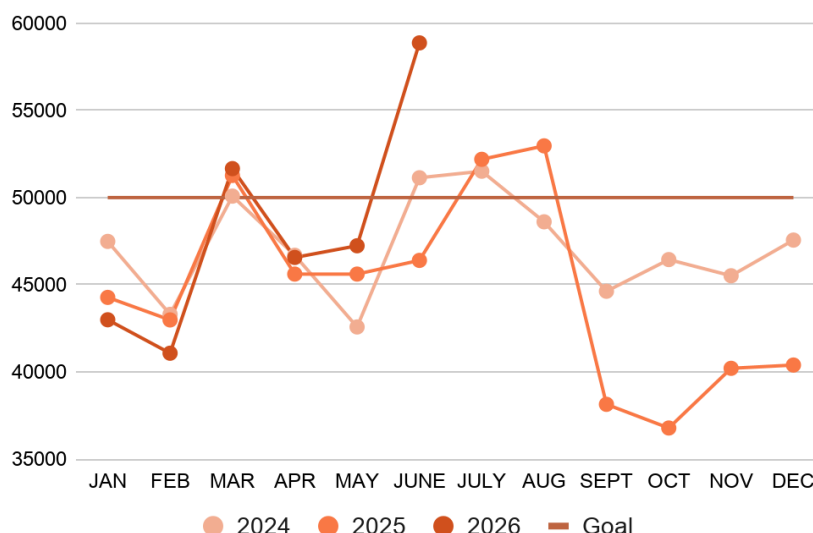
**Facilities** 6  
HVAC repair needed. New artwork installed by facility staff.

**Personnel** 7  
Visual Design Specialist brought on full time to help on the Tech Desk.

# CIRCULATION

## PHYSICAL COLLECTIONS

Collection usage skyrocketed to the highest figure I have seen at PDL. Enthusiasm over the Lower Level play area brought out many more people than we even anticipated. Our collection utilization increased to 14.5%.



## DIGITAL COLLECTIONS

eResources increased slightly while Database usage decreased. We are considering the removal of one of our business/investment databases to support a popular digital news subscription for the community which we expect to increase database usage significantly.

We ended the month with a combined circulation of over 409k, which is 97% of our monthly goal.

Our collection size is increasing once again to 172,328 with 2,467 new items added this month and 903 withdrawn.

## JUNE'S MOST POPULAR TITLES

*Yesteryear* by Caro Claire Burke  
*Ironwood* by Michael Connelly  
*The Correspondent* by Virginia Evans  
*Theo of Golden* by Allen Levi  
*The Night We Met* by Abby Jimenez

# PARTICIPATION



Attendees at the Ribbon Cutting listened to a performance by the Plymouth Ukulele Club before the ribbon was cut.

## PROGRAM HIGHLIGHTS

- Almost 3,000 people attended the Grand Reopening Celebration held on June 10, including 284 teens who came through to celebrate their last day of school.
- We have had a fantastic lineup of authors this year. 328 patrons came out to the Penn to see author Ruta Sepetys speak. Additionally, picture book author Emmy Kastner participated in Supersize Storytime (with 93 attendees) and a writing workshop for kids.
- Amphitheater events so far this season have included a jazz concert from RJ Spangler Band, a magic show from Ming the Magnificent, and a Juneteenth celebration with Motor City Street Dance.

↑**33,079**

**Library Visits**

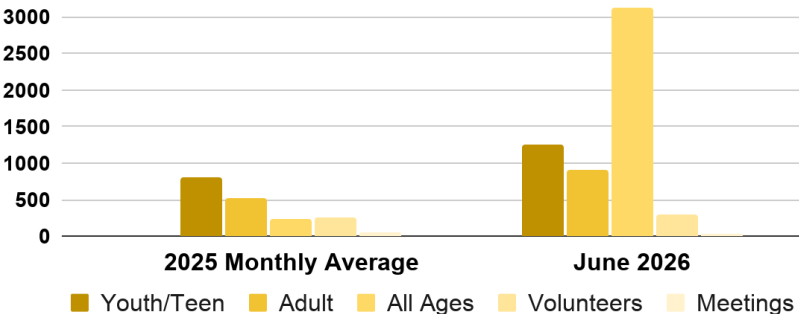
↑**6,654**

**Questions Answered**

↑**95**

**Total Programs**

Participation increased significantly in all categories. This was the biggest month for public engagement since before COVID.



# COMMUNITY ENGAGEMENT

## PROJECT UPDATES

### America 250 Celebrations

PDL was pleased to be invited to join in the Historical Museum's semiquincentennial event. 100+ adults and kids tried their hand at writing with a feather pen at the library's table.

### Plymouth Pride

Over 300 people visited the library's booth at Pride in Old Village, despite rainy weather. Visitors to the library's booth made beaded bracelets and learned about library resources.

### Additional Outreach

The first of 3 summer Popsicles in the Park programs was a success with 90 Ridgewood Hills residents joining library staff for popsicles, stories, and activities. PDL staff also attended two Farmers Markets, and four summer camp/daycare visits.

## MARKETING DATA

|                    |                              |
|--------------------|------------------------------|
| eNewsletters       | 101,224 sent (45% open rate) |
| Top Links Clicked  | Monthly Events & Homepage    |
| New Cardholders    | 380                          |
| Social Media Reach | 24,683                       |
| Engagements        | 8.91%                        |
| New Followers      | 486                          |

**Plymouth District Library**  
Published by Litter · June 22 at 6:00 PM · 🌐

Introducing...Honeydew the dragon 🐉

We asked our patrons who joined us at the Grand Reopening earlier this month to suggest names for our new addition to the Youth area, and your contributions were incredible! Our staff came together to pick a favorite, and we are so pleased to announce that Honeydew was chosen as the winner 🎉

Next time you visit the library, say hello to Honeydew the sleeping dragon!



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**PLYMOUTH DISTRICT LIBRARY UNVEILS  
MAGICAL NEW CHILDREN'S AREA WITH  
TREEHOUSE & DRAGON DEN**

# TECHNOLOGY

## SPECIAL PROJECTS

### **Copier/Printer Maintenance**

Our public copy machines required maintenance this month, and they were swapped to account for the higher use on the Upper Level. This necessitated additional reconfiguration of the machines on our network, but all is currently in working order.

### **Adobe Licensing**

Adobe software products account for a significant expenditure for the library. To make the best use of resources, we minimized the number of full Creative Suite accounts between staff members and began offering Adobe on select PCs in the maker area of the Technology Commons.

### **Correction of Paging Zones**

After some snafus with the paging system during our Grand Reopening, we reached out to Sound Planning to ensure that our system was configured correctly. After troubleshooting the issue, there was additional work that needed to be performed so that audio can be supplied to specific areas of the building.

### **ILS Updates**

We are working with Bibliocommons to address indexing and syncing issues between our catalog and the Bibliocore OPAC. We are also in the midst of auditing our permissions within our catalog to ensure that staff have the access they need to the proper modules.

↑15,397

WiFi Sessions

↑1,626

Computer Sessions

↓404,421

Website Hits

↑13,329

Mobile App Uses

# FACILITIES

## **Work Orders Processed**

Facilities staff worked through a total of 92 work orders this month (26 of which are still open). Support was regularly requested this month related to general maintenance and additional bathroom cleaning with all of the additional people coming through the building.

## **Maintenance Projects**

Facilities staff successfully installed artwork specified by our designers on the Lower Level above the study booths and on the Main Level above the readers' advisory desk. Maintenance also power-washed the amphitheater seating, main street patio, and furniture to address seasonal wear and food staining. They also pressure-washed the main entrance steps and walkways to clear a large amount of chalk graffiti discovered during morning inspection.

## **HVAC Repairs**

BCTen Air completed our semi-annual HVAC filter changes alongside quarterly preventative maintenance. During the filter replacements, a minor RTU discrepancy was noted, quoted, and scheduled to be repaired in July.

## **Lighting Replacements**

Seven lights on the Main Street porch were replaced with LED fixtures after numerous ballasts went out. The front of the library is now fully illuminated at night.

## **Building Renovations**

We are addressing a few punchlist issues on the Lower Level to ensure that the space is complete and useable for the long term. We have some significant chipping on the Tree Fort as well as pieces of vinyl that did not attach properly. The wrong fabric was also installed on the bench by the baby area. Vendors have been brought back to address these issues.

Additionally, we are still waiting for the delivery of a number of mushroom stepping stones and a log crawler donated by the Friends of the Library to add to the playscape. These pieces took a while to coordinate with the vendor, but they should be installed by August.

# PERSONNEL

## Open Positions

None

## New Hires

None

## Promotions

|             |      |                                      |
|-------------|------|--------------------------------------|
| Megan Wolan | 7/13 | Visual Design Specialist - Full Time |
|-------------|------|--------------------------------------|

## Terminations, Retirements, Resignations

None

## Employee Anniversaries

|               |      |         |                       |
|---------------|------|---------|-----------------------|
| James Edwards | 7/22 | 2 years | Facilities Technician |
|---------------|------|---------|-----------------------|

**June FTE Count: 45.6**