

DIRECTOR'S REPORT October 16, 2017

Wow! I am writing this right after two solid days of training and learning. Kimberly Feltner did a fantastic job of planning and scheduling; Gina took care of the food (North Woods Coffee Shop and El Cerritos), and I took care of giveaways. We had talks from Mango Languages, had Stewards of Children training, Library of Michigan walked us through the wonderful aspects of MeL Databases and Patron Privacy and Service Animals in the Library, and First Aid/CPR/AED training. We also heard from Bonnie Sherman in the Holbrook Heritage Room, John walked us through internet filtering, new phone system, Hoopla and Overdrive, and Jessica taught us about teens in the library using role play.

Quick mention: I forgot to inform you that I made it to the Gilead Township meeting last week. My GPS took me the long way around but it was all good, because I love exploring. Anyway, some township meetings are more interesting than others—in this one I learned that there will be some kind of facility which will take care of sick hogs. It's a rendering facility and the "finished product" will be returned to Coldwater. Really, I don't understand it all but it was interesting.

Several of us, including myself, will be attending the Michigan Library Association's Annual Conference in Lansing, October 18-20. I will have my cell with me and John and Kimberly will be in Coldwater. I have one session I am in charge of and that is called "New Kid on the Block." A panel of directors will address some of the surprising elements of being a director and we will hopefully give up-and-coming librarians a view into the world of being the director. I love these smaller conferences (compared to ALA or PLA) because we share a common place (Michigan).

Michelle Bradley and David Votta of MCLS will be meeting with the management team on Monday, 10/16, for a face-to-face meeting about the Strategic Plan. Gina has been busy setting up locations and time for the Community Conversations. Community conversations present a chance for us to better understand people's aspirations for their community, the concerns they have, and what they believe might make a difference in strengthening the community. We'll take what we learn from these conversations and use it as part of the strategic planning process to help make the work of the library in the community more effective. These meetings will all be held in the township's hall, except for Union City, which will be held in the library.

- Alganssee, November 18 (Saturday), 2:15-4:15 PM, Township Hall
- Bronson, November 28 (Tuesday), 10 AM to 12 PM and 6-8 PM, Township Hall
- Coldwater, November 14 (Tuesday), 10 AM to 12 PM and 6-8 PM, Township Hall
- Sherwood, December 2 (Saturday), 10 AM to 12 PM, Township Hall
- Quincy, November 15 (Wednesday), 10 AM to 12 PM and 6-8 PM, Township Hall
- Union City, December 16 (Thursday), 10 AM to 12 PM and 6-8 PM, library

Please plan to attend at least one of these meetings.

Submitted by Linda Lyshol



- This past August, the Institute of Museum and Library Services (IMLS) published their survey of public libraries in the United States for 2014, the most recent data available:
<https://www.ims.gov/sites/default/files/publications/documents/plsfy2014.pdf>

Below my report is a comparison of national averages to BDL in categories for which we have statistical numbers available in 2014. I have made some adjustments to our statistics collection to facilitate a more thorough comparison in the future. BDL data on the graphs below come from our statistical report and the 2014 audit report.

Note: Our 2nd millage started in 2015, so the next such comparison would show our funding closer to the national average. And our other numbers would be even higher.

New categories being tracked on our monthly report are:

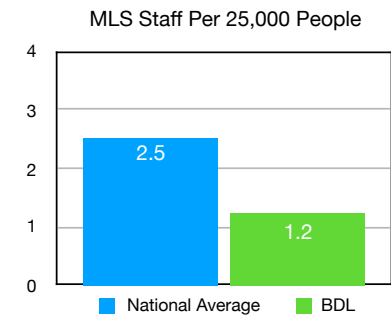
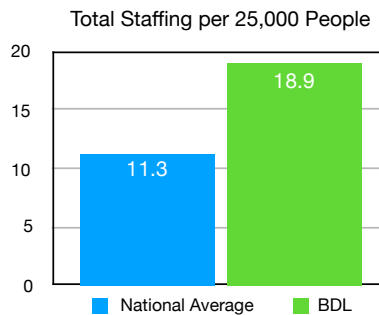
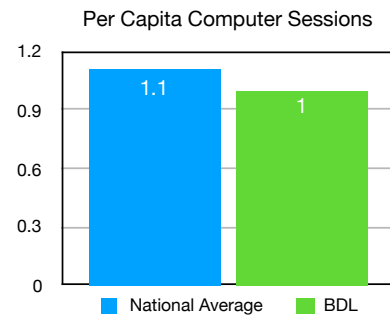
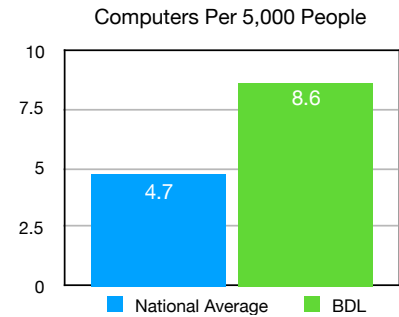
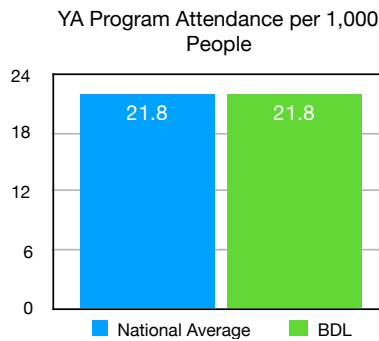
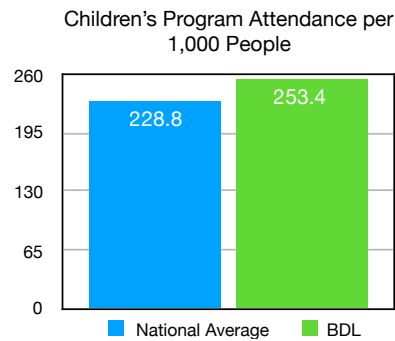
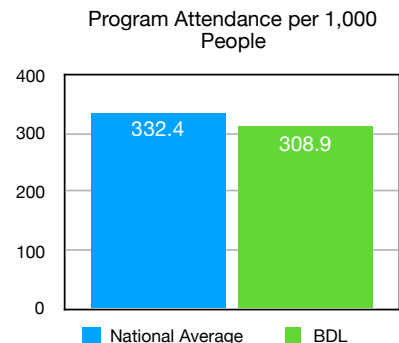
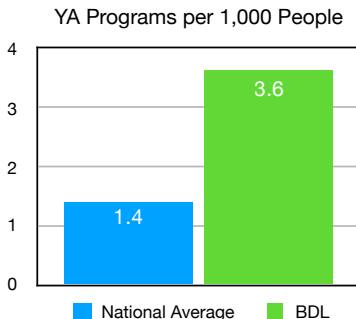
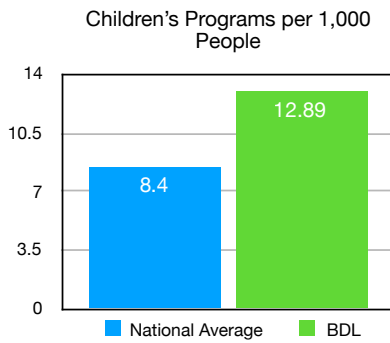
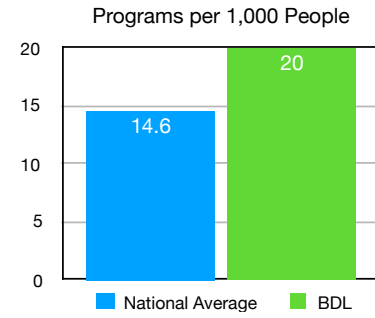
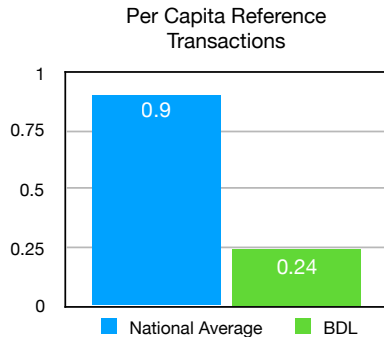
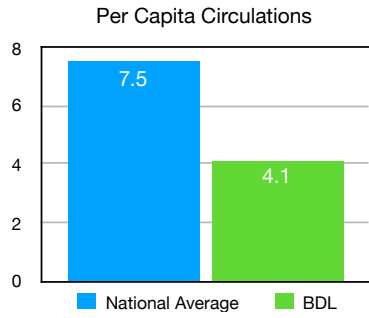
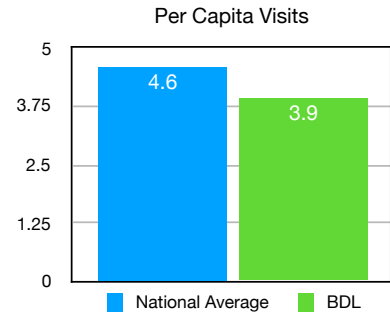
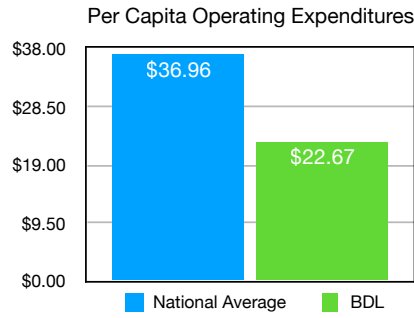
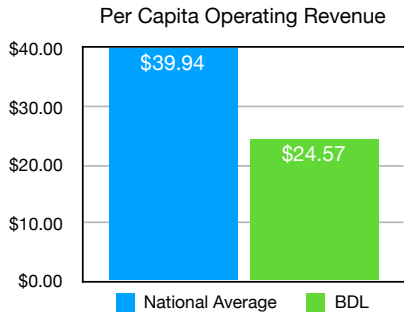
- Audiovisual holdings as a portion of the collection
- Staffing
- Number of computers
- Digital collection numbers

Notice that our digital services increase the size of our collection by more than 5 times!

- I got everything ordered that was approved last month. The final total was \$39,819.66.
- We have signed the agreement with Equinox Software, Inc., to move to a solo hosting arrangement and have informed our Michigan Evergreen Partners and the Midwest Collaborative for Library Services, who are both the fiscal agent for Michigan Evergreen and operate the MeLCat resource sharing system we participate in.
- On the equipment maintenance side of things, I had a spate of repairs to make with some monitors dying, along with memory chips, hard drives, keyboards to replace, and a printer. You'll see equipment maintenance bills from Amazon, eBay, and MacSales/OtherWorldComputing, totaling about \$1100. Also, a software licensing bill from Apple for \$317.99 for the video editing software we used for the summer reading program cardboard boat race, teen programs, and all future video production work.

- Minor plumbing repairs were conducted at the Coldwater Branch by M&K plumbing. We also had electrical work done at Bronson, Coldwater, and Union Twp. to replace ballasts and fixtures, adjust some wiring, add some network wiring in places I could not manage, and repair some minor vandalism. Haven't received the bills yet for either of these, but they'll be in a future packet under building maintenance.

Submitted by John Rucker



Summer Reading Program (SRP) 2017

- The results from the Summer Reading Programs surveys have been collected using the national data tool Project Outcome. Surveys were handed out in person and collected online. The surveys focused on children/teen, caregivers, and adults in order to gauge the overall impact of participating in SRP. The results of the survey have been distributed among the branch managers of all six locations.
- Several interesting things came out of the 159 surveys collected across the county including:
 - Participants of SRP learned about the program from library staff and library flyers. It goes to show that library staff are our biggest cheerleaders in getting out our program information. However, this also brought up a concern that we are only reaching out to our current library users. More marketing needs to be done to reach out to the whole county!
 - The surveys reflected a lot of repeat participants for the program, which goes to show the value of these programs with such a high repeat occurrence.
 - From the surveys, all age groups reported an increase in knowledge, confidence, new skills, and awareness of library resources from participating in SRP.
- The 2018 Summer Reading Program planning process is already underway. A task force has been created including all Branch Managers, Children's Service Coordinator, Coldwater Adult Programmer, and Teen Services Librarian. The goal of the task force is to focus on keeping children/teens engaged and reading during the Summer months. Staff will be working with local schools to try and align our program expectations with the schools to make it easier on both parents and children.

Staff Training Days

Two full days of training is in the books for BDL. We took full advantage of having the staff's attention for both days and jam packed the schedule! Training included presentations from BDL Staff and outside organizations including:

- Library of Michigan: Deb Renee Biggs spoke to staff regarding the MeL Databases (www.mel.org). This is a collection of vetted information that is available to all Michigan residents. Next was Clara Membiela who presented on Service Animals in the Library and Patron Privacy.
- CPR/AED: Jim Cook from the Branch, Hillsdale, St. Joseph Community Health Agency showed staff how to operate an AED machine, use an EpiPen and perform CPR.
- BDL Staff took over training Tuesday morning and we reviewed topics such as: the Holbrook Heritage Room, Hoopla vs. Overdrive, the Phone System,

Teen Services, and gave a Strategic Planning update.

- Stewards of Children: BDL worked with the Child Abuse Prevention and Awareness of Hillsdale County to discuss this difficult topic. Takeaways for the library staff are more awareness and strategies that we can use to keep children safe in all our library buildings.
- Our last presenter was a representative from Mango Languages. This is a resource that BDL purchases for our library users. It is a conversational language based instruction covering 60+ languages online and on a convenient on-the-go application.

Submitted:

Kimberly Feltner

Director of Public Services