

Another quick month since our last meeting. I had some more time off and then we hit the ground running hard in January. The last several weeks have been a blur of time software testing and helping with issues related to the Coldwater painting project.

Weather Closing

We closed on December 23 on account of the severe wind chills on top of the snow.

Staffing

Nicole Ball will be joining us as our Teen Services Coordinator on Monday, January 16. Nicky brings a wide background of talents and will be a great addition to the team. She's also the 200th person hired at BDL since 1991!

One of our Coldwater clerks, Haila Omer, a student in the radiology program at KCC, left us for a position in her area of study. We wish her all the best!

Coldwater Maintenance

The selected company for the Coldwater interior painting project was able to get started sooner than we expected, taking advantage of the holiday lull. Staff at the Coldwater Branch have been amazing and very busy for weeks, moving books, furniture, and more to allow for the painting, and then putting it all back again and dusting. All of the damaged plaster and drywall from water or other happenings over the last 15 years have been repaired and look great. Work finished this morning, and everything should be put back in place soon. See photos in Christina's report.

The accessible door approved last month has also been installed, and was the same price as originally quoted in July. Once the electricians can be scheduled, the door will be fully functional.

Grant Application

At the end of last month, a collective effort of many staff to apply for a competitive grant from T-Mobile for the bookmobile was completed. This effort was spearheaded by Cheryl Lawrence, Kimberly, and Jessica. We'll find out in March if we were successful for all or part of this \$50,000 opportunity.

New Staff Time and Attendance Software

After weeks of prep, we went partially live with our new software for staff time and attendance tracking, UKG. The scheduling component is taking a little longer to dial in, but we are working with the vendor to finish this and should be done soon.

Meeting Attended

I joined Teresa at the Algansee Township meeting on January 9 where they again had a public hearing on the possibility of using ARPA funds to possible move the library to a new facility at the township hall. As before, there was no public opposition to the proposal. It's still hard to say if this will happen or not, as there are a number of factors at play. Stay tuned! Also attended the Library of Michigan Directors meeting.

Submitted by John Rucker

Technical Services

This department receives all new materials and catalogs them for our library users. In my opinion, this department is the hardest to work in. You get to see the new books but not get to read them! In 2022, our two person department cataloged 9,822 items. This was a slight decrease from the year before. With multiple new team members ordering items, this was to be expected.


InterLibrary Loan

This department processes the Coldwater MeLCat requests. It is also the main contact for MeLCat and works with other libraries in the state to resolve issues. MeLCat is Michigan's statewide library catalog and interlibrary loan system. If patrons can't find a title in BDL libraries they have access to over 41,000,000 items from other libraries in Michigan. Our library patrons place requests through the MeLCat system. The items are then brought to Branch County for them to pick up. With five days a week delivery from MeLCat, this process can take anywhere from three to fifteen days. Statewide in 2022, more than 1 million items were requested by patrons. Last year BDL patrons borrowed 6,802 items from MeLCat to supplement the 81,982 items borrowed from BDL.

OverDrive Digital Library Service



OverDrive has announced it will discontinue the use of its legacy App called OverDrive. All library users will transition to their newer, and much improved, Libby App in April of 2023. This digital library service provides free access to audiobooks, ebooks, and magazines. It has over 33,000 items that can be borrowed. At BDL we have been preparing our staff for the transition, since February of last year. Around that same time, we started offering "Getting to Know Libby" training for our patrons. I anticipate some users to not make the switch until they are forced to in April so patron training will be ongoing.

The OverDrive app has been discontinued.



Upgrade to Libby to continue using your library's digital collection.

In Libby, you'll find the same great titles from your library, in a beautiful, modern, easy-to-use app. Your loans, holds, and wish list items will be waiting for you in Libby. [Learn more about this change.](#)

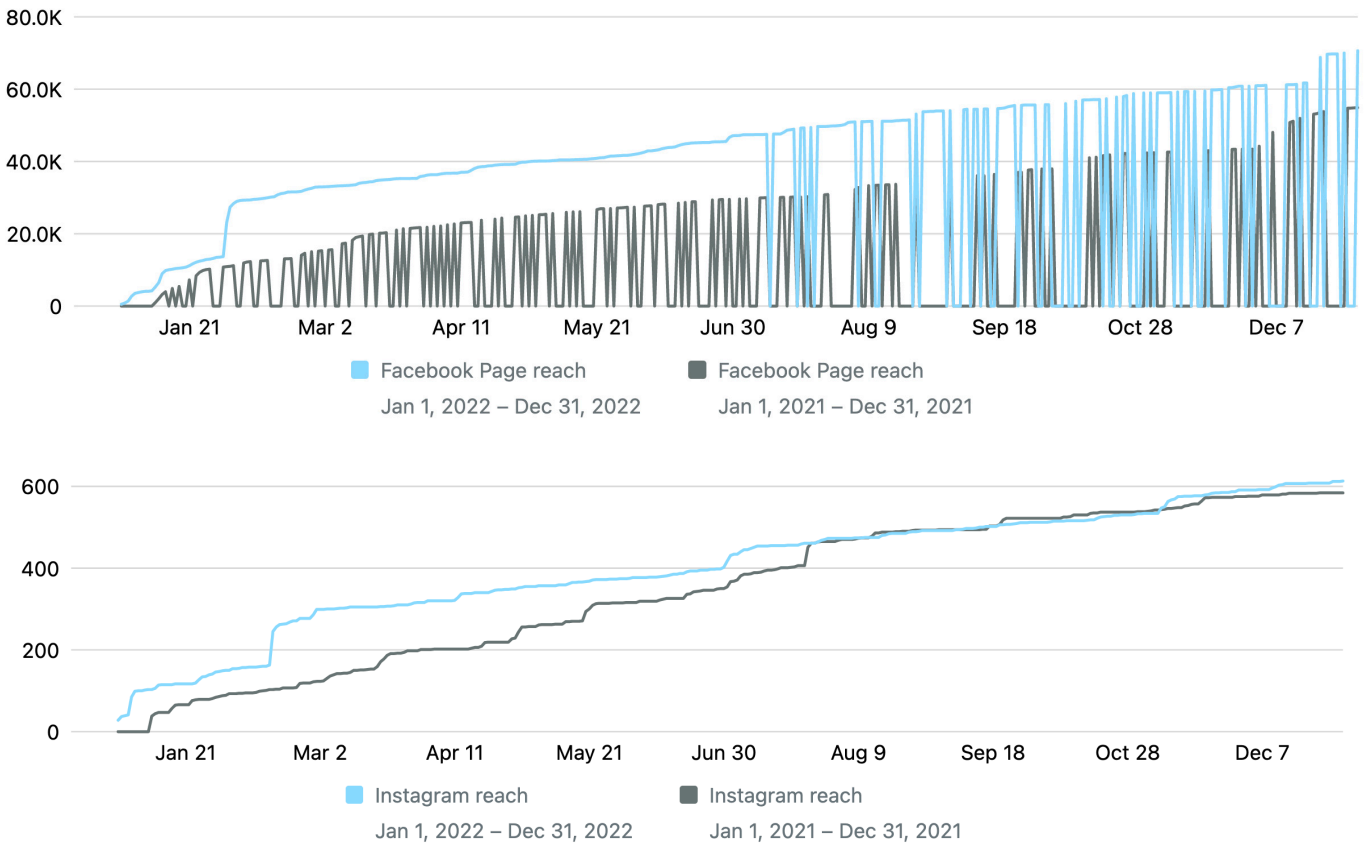
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Or, go to libbyapp.com in your browser

Marketing

At the end of 2022, our newspaper contact at The Daily Reporter left before a company-wide lay-off. This leaves us, like many other organizations in the county, trying to reestablish a connection to the newspaper.

As a supplement to the library website and event calendar, we continue to use Facebook and Instagram. Social media is just one of the tools we use to promote the library. For the 2022 year, our Facebook page reach was up 28.7% and Instagram was up 5%. BDL added 306 new followers to Facebook and 59 to Instagram.

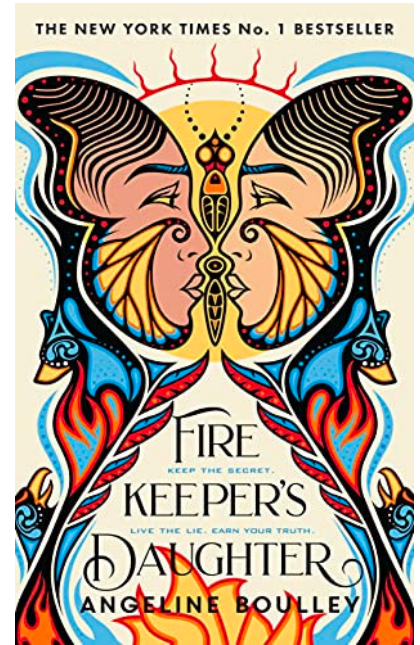


As I have mentioned before social media is a fickle beast. What worked for BDL in 2022, most likely will not moving forward.

Our email newsletter currently has 4,291 contacts. The newsletter contains library announcements, program information, and new items. Last year, we sent fifteen campaigns. The open rate for the year was 26%. After attending the Library Marketing Conference I learned that an open rate above 22% is ideal.

Submitted by Kimberly Feltner

- National Bring Your Child to the Library Day is happening at BDL on February 4! We'll have crafts and sweet treats available at every branch.
- One Book One County is upon us! Jeanne Berg and I will be leading the discussions for FireKeeper's Daughter at all branches (and twice in Coldwater) during the last two weeks in March.
- The first Summer Reading 2023 planning meeting has been scheduled for February 6. While it's certainly a more difficult theme to decorate for than last year, we are going to have fun figuring it out!
- Attended the second programming committee meeting for the Community Center on January 6. I am grateful to be partnering with them!
- I am in the early stages of planning for Staff Training Day on April 3. The first half of the day will be training and the second half will consist of True Colors training for the 13 staff that need it while the rest of the staff will go do some Spring cleaning and their branches.



Best,

Jessica Tefft