2017 was a fantastic year at the Branch District Library!

Digital services to use in the library or on our patrons’ own devices were a big focus, and people really loved them. We were especially excited to offer hoopla, with its deep catalog of music, movies, books, and more.

BDL was one of the first public libraries in Michigan to go fine-free in 2017. In addition, we forgave all past overdue fines for all our patrons. At BDL we believe in removing barriers to library service wherever possible, and removing financial barriers will help many more people take advantage of library services.

BDL added free fax and notary public services to our offerings. We rolled out the ability to print from your own mobile devices to library printers at all branches.

In 2017 BDL increased our focus on teens by creating a new Teen Services department and hiring Jessica Tefft as Teen Services Librarian. As a result, BDL offered more teen programming than ever before and attendance across the district increased dramatically over 2016.

Improvements were made to our branches in Bronson, Union Twp., Quincy, and we renovated our main branch in Coldwater to include a dedicated Teen Space for the first time.

Long overdue, BDL undertook a Strategic Planning process in 2017. With input from our community through in-person meetings, interviews, and surveys, the Library has charted a positive plan for continued improvement over the coming years.

Read on in this report to get a closer look at all of these amazing successes.
STRATEGIC PLAN HIGHLIGHTS

Our **mission** is to provide the people of our communities with library collections and services to meet their educational, informational, and recreational needs.

Our **vision** is to provide vibrant resources and inclusive spaces for people to thrive through innovation, education, and entertainment.

CORE VALUES

- We are **Forward-Thinking**
- We are **Involved**
- We are **Trustworthy**
- We are **Community-Focused**
- We provide **High-Quality and Diverse Programs**
BOARD OF TRUSTEES

Oversight of BDL is provided by a Board of Trustees, representing all the communities of Branch County. Monthly board meetings are always open to the public.

Board Members as of December 2017

- **President**
  Benjamin Jewell
  Representing the City of Coldwater

- **Vice President**
  Susan Smith
  Representing Quincy Twp.

- **Secretary**
  Martha Watson
  Representing the County-at-Large

- **Margaret Clemens**
  Representing Bronson Twp.

- **Daniel Gordon**
  Representing the City of Coldwater

- **Dolores Huffman**
  Representing the County-at-Large

- **Marilyn Johnson**
  Representing Union Twp.

- **Linda Lyshol**, Library Director

www.BranchDistrictLibrary.org/library_board
LEADERSHIP TEAM

The team that leads the way in support of BDL policies and the Strategic Plan.

Linda Lyshol
Library Director

John Rucker
Asst. Director / Director of Technology

Kimberly Feltner
Director of Public Services

Jessica Tefft
Teen Services Librarian

Antonia Dauster
Financial Manager

Laura Sachjen
Technical Services Manager

Gina Horn
Executive Assistant
OPERATING BUDGET
REVENUE

<table>
<thead>
<tr>
<th>2017 Operating Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes</td>
</tr>
<tr>
<td>$1,322,442</td>
</tr>
<tr>
<td>Penal Fines</td>
</tr>
<tr>
<td>$184,242</td>
</tr>
<tr>
<td>State Aid</td>
</tr>
<tr>
<td>$30,680</td>
</tr>
<tr>
<td>All Other Sources</td>
</tr>
<tr>
<td>$62,477</td>
</tr>
<tr>
<td>Total</td>
</tr>
<tr>
<td>$1,599,841</td>
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</tbody>
</table>

Undesignated Fund Balance

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2016 Year End Fund Balance</td>
<td>$1,098,693</td>
</tr>
<tr>
<td>2017 Year End Fund Balance</td>
<td>$1,080,333</td>
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</tbody>
</table>

The average household in Branch County pays about $82 per year for library services.
## Operating Budget Expenditures

### 2017 Operating Expenditures

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries, Benefits, etc.</td>
<td>$1,183,294</td>
</tr>
<tr>
<td>Books, Media, and Digital Materials</td>
<td>$170,710</td>
</tr>
<tr>
<td>Utilities, Building &amp; Equipment Maintenance</td>
<td>$128,434</td>
</tr>
<tr>
<td>Programs</td>
<td>$40,124</td>
</tr>
<tr>
<td>All Other Library Expenditures</td>
<td>$160,019</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,682,581</strong></td>
</tr>
</tbody>
</table>

The average household in Branch County gets more than **$132 per year** in library benefits.

* The Undesignated Fund Balance was used to cover the difference of expenditures over revenues.
BY THE NUMBERS

In 2017...

... we forgave $174,202 in overdue fines.

... 193,922 visits were made to the library.

... we circulated 157,623 physical books, movies, and more, saving our patrons $2,135,671 if they had bought all these items.

... 1,288 programs were put on for kids, teens, and adults. 24,935 people attended.
B D L  T R E N D S
2017 compared to 2016.

Free Wifi use **up 4%**
425,714 total 1-hour sessions

Physical item checkouts **up 2%**
157,623 total circulations

Teen program attendance **up 276%**
3,797 total teen attendees

Reference questions answered **up 14%**
20,990 total questions answered
ORGANIZATIONAL STRUCTURE

It all starts with YOU!

Tax Payers

Library Board

Library Director

Financial Manager

Collections and Overdues

Technical Services Manager

Technical Services Clerks

Interlibrary Loan / Delivery

Executive Assistant

Director of Technology

I.T. Assistants

Director of Public Services

Teen Services Librarian

Teen Services Clerks

Children’s Services Coordinator

Children’s Services Clerks

Heritage Room Coordinator

Heritage Room Volunteers

Adult Programming Coordinator

Branch Managers

Public Services Clerks

Friends of the Library Groups

Branch Advisory Boards

Volunteers
YOUR HOMETOWN LIBRARY

You’re never more than a few minutes away from your library.

www.BranchDistrictLibrary.org/branches
COLDWATER BRANCH TEEN SPACE

A bright new space for teens to learn, have fun, or just hang out.

BDL saw a need to create an area for teens, with access to computers, safe hangout and homework space, a spot for programs, and more room for Young Adult materials.

We worked closely with teens on the design, and with help from a grant from the Branch County Community Foundation the Teen Space was opened in July 2017.

“Before…

The community needed a space for us to go that was fun, safe, and accessible. BDL gave us that.” - Victoria

“… and after!

Thanks for letting us eat, be loud, and have fun!” - Tiana

www.BranchDistrictLibrary.org/teens
A LOOK AROUND THE DISTRICT

With 6 library branches, there is something for everyone.

Whether it is checking out books or attending a program, lots of things are happening at the library. Because of your support, BDL is able to offer our popular Summer Reading Program, craft classes, educational programs, and special family days like Take Your Child to the Library.

With 6 Library Branches, there is something for everyone!
MORE THAN BOOKS

At your libraries, we are so much more than just books. Check out these new great collections added in 2017.

STEAM Kits

Our Bronson and Union Twp. Branches added kits to help teach important and fundamental Science, Technology, Engineering, Art, and Math skills. From steam trains to snap circuits, children will use these kits to gain experience with innovation, imagination, problem solving, and critical thinking skills.

Seed Saver Exchange

In March, the Coldwater Branch introduced the Seed Saver Exchange. Library users are able to check out seeds, and are encouraged to bring back some of their own seeds after harvest.
FABULOUS STAFF

BDL’s staff are dedicated to providing a high quality of service to residents of Branch County.

Renee Hardy (Quincy Branch) celebrated 30 years with BDL in 2017. She enjoys working with the public and seeing people excited about coming to the library.

BDL staff are excited and ready for our 2017 Summer Reading Program: Build a Better World.