Not much else can be said about 2020, other than it was mostly all about the COVID-19 Pandemic. The library started the year with the prospect of coronavirus problems on the horizon, but by the end of March we were forced to close and would remain so for the next three months.

What followed was a rapid education about dealing with the pandemic on a variety of levels, and a change of focus toward online programming and even more digital services.

BDL staff learned a new language of video production as we put out nearly 400 original video programs from March through the end of the year. Videos about crafts, story times, and important life skills, like folding a fitted sheet!

Engagement online with BDL programs was a big hit, with attendance up over 80%. The pandemic could not stop our annual One Book, One County community read, however. Our virtual conversation with author and Holocaust survivor, Irene Butter, saw a full house online to hear her story.

We increased funding to our digital collections to allow for increased usage, and even added an unplanned new service, RB Digital Magazines (now part of our Libby service), to make sure patrons still had access to materials from home.

Even while the library was closed, we continued to remotely register new patrons, increasing our patron count by about 4%.

By the end of June, we were able to resume in-person library services, starting with curbside pickup, and letting our patrons back inside a couple weeks after that. A federal CARES Act grant helped with acquiring personal protective equipment, disinfection supplies, and more.

The rest of the year was a mix of outdoor activities, take-home activity kits, digital programs, and doing whatever it took to get library materials to our patrons, including by mail and via at-home delivery.

BDL staff did not let a pandemic stop them from providing excellent service to our patrons, and our patrons were supportive and understanding throughout. It might not have been the year we expected, but it was still a great year at BDL!
NEW SERVICES
BDL Steps It Up to Provide Even More Remote Services

Downloadable Magazines

Branch County Yearbooks Online

100s of Original Videos

Take-Home Activity Kits

Curbside Pickup

Print from Home

Library Card Registration & Renewal from Home

www.BranchDistrictLibrary.org/services
On March 2, even before the lockdowns started, BDL had already started disseminating trusted, authoritative information on how to approach the novel and ever-changing situation brought on by the pandemic. We instituted new cleaning protocols, and then canceled in-person gatherings out of an abundance of caution.

After the state-mandated closure on March 16, the BDL Board of Trustees began holding its public meetings over both Zoom and YouTube for maximum accessibility, and in May passed a comprehensive COVID-19 Response and Reopening Policy to guide the library as safely as possible through the tumultuous months ahead.

Personal protective gear for staff and patrons was acquired, plexiglass barriers were installed in all branches, and quarantine protocols were instituted for library materials. BDL’s programming moved online and was popular with all ages. We added additional online resources to help bring the library to our patrons’ living rooms—or wherever they might be!

On June 19, all BDL branches reopened for curbside service, and two weeks after that we opened our doors again to the public, with reduced capacity and with requirements for physical distancing and wearing face coverings. Weather-permitting, we took our programs outside.

Over the remainder of the year, the specifics changed from time to time—different capacity limits, different quarantine requirements, and so on—but our goal was always to find a way to safely and effectively provide library services to our community.
AROUND THE COUNTY

Bronson Story Time

Plexiglass Barriers Ready!

BDL Staff, smiling behind those masks!

Author Irene Butter takes Questions from BDL Patrons for our One Book, One County Event

Video Production

Union Twp. Story Time

www.BranchDistrictLibrary.org/branches
October was “Library Appreciation Month”...

Karen Anne
More than just books, activities, groups and online storytelling and activities. Great summer program!

Helen Bergeleen Fadness
Books can transfer you anywhere! The best place for adults & children!

Jen Solano de Araujo
Bronson library is wonderful in our community. The people there are super helpful and friendly. I really appreciate their commitment to serving us.

Jolene Rumsey
My Daughter and I love to go to the library for books. My daughter loves to read books.
PATRON FEEDBACK
...here’s what our patrons had to say.

**Tiffany King**
I love the Library cuz there’s something for me and Something for the kids to do all the time

**Ashley Serrano**
My kids and I love to do all the summer library activities, crafts and summer reading logs 😊

**Audrey Tappenden**
I learn SO MUCH from the library books I check out. For ex: I read on on home buying and it was beyond helpful as a first time home buyer.

**Loretta Carpenter**
They are helpful and Angie who helps with the computer’s she is awesome
BY THE NUMBERS

A focus on online programming and materials...

904,336 digital items available for checkout.

60,106 in-person visits to the library when we could be open to the public.

947 programs, including over 400 original video programs and hundreds of take-home kits. Thanks to all these at-home participants, we had 44,784 people in “attendance”.

1,720 curbside pickups made during the months of June, November, and December, when we were closed to in-person visits.

www.BranchDistrictLibrary.org/stats
Free Wifi use:

284,892 total 1-hour sessions.

74,587 checkouts of physical items.

We circulated physical books, movies, and more 74,587 times—saving our patrons $823,000 if they had bought all these items.

34,861 uses of digital resources.
YOUR HOMETOWN LIBRARY

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

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**
ORGANIZATIONAL STRUCTURE

It all starts with YOU!

Tax Payers

Library Board

Library Director

Assistant Director

Director of Public Services

Branch Managers

Public Services

Friends of the Library Groups

Branch Advisory Boards

Volunteers

I.T. Department

Interlibrary Loan & Delivery

Local History Services

Technical Services

District Teen Services

Bookkeeper
BDL LEADERSHIP

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.

Trustees of the BDL Board as of December 2020

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

- **Vice President**
  Thomas Lowande
  Representing Union Twp.

- **Secretary**
  Martha Watson
  Representing the City of Coldwater

- **Vice President**
  Kimberly Langworthy
  Representing the City of Coldwater

- **Secretary**
  Karen Smith
  Representing Bronson Twp.

- **Secretary**
  Susan Smith
  Representing Quincy Twp.

BDL Management Team as of December 2020

- **Library Director**
  John Rucker

- **Assistant Director**
  Kimberly Feltner

- **Director of Public Services**
  Jessica Tefft
OPERATING BUDGET REVENUE

2020 Operating Revenue

<table>
<thead>
<tr>
<th>Source</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes</td>
<td>$1,684,769</td>
</tr>
<tr>
<td>Penal Fines</td>
<td>$152,464</td>
</tr>
<tr>
<td>State Aid</td>
<td>$37,552</td>
</tr>
<tr>
<td>All Other Sources</td>
<td>$62,362</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$1,937,147</strong></td>
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</table>

The average household in Branch County in 2020 paid about $60 per year in library taxes.

Unassigned Fund Balance

<table>
<thead>
<tr>
<th>Year End Fund Balance</th>
<th>Amount</th>
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<tbody>
<tr>
<td>2019</td>
<td>$939,353</td>
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<tr>
<td>2020</td>
<td>$1,119,957</td>
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www.BranchDistrictLibrary.org/audits
2020 Operating Expenditures

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>$1,246,071</td>
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<tr>
<td>Materials</td>
<td>$165,172</td>
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<tr>
<td>Programming</td>
<td>$30,690</td>
</tr>
<tr>
<td>Facilities</td>
<td>$244,732</td>
</tr>
<tr>
<td>All Other Library Expenditures</td>
<td>$132,465</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,819,130</strong></td>
</tr>
</tbody>
</table>

The average household in 2020 got about $131 of value from library materials and services.