

NOTICE

WARREN PUBLIC LIBRARY COMMISSION
Warren Civic Center Library
Mark Twain Room
1 City Square, Suite 100
Warren, MI 48093

PLEASE TAKE NOTICE THAT there has been a change, there will be a regular, in-person meeting of the Warren Public Library Commission on **Thursday, September 21, 2023 at 6:00 p.m.**

CONTACT/ACCOMMODATIONS INFORMATION:

If you have any questions, concerns, or require disability-related accommodations for the meeting, please call the Library Administration Office at 586-574-4564.

WARREN PUBLIC LIBRARY COMMISSION
REGULAR MEETING
WARREN CIVIC CENTER LIBRARY- MARK TWAIN ROOM
1 CITY SQUARE, SUITE 100
WARREN, MI 48093
September 21, 2023
6:00 p.m.

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Minutes**
– Regular Meeting of May 18, 2023
- 5. Financial Reports**
 - a. Monthly Line Item Budget Report
 - b. Suburban Library Allocation Account
 - c. Branch Income Report
- 6. Director's Report**
 - a. Statistics/Output Measures**
 - Unique Management report
 - b. Current Projects**
 - Modular library project relocated to 13700 Sidonie, AKA Underwood Park. Request for architectural firms placed on BidNet, closes on Sept. 20,2023.
 - Mark Twain Room, new AV equipment installed, project completed
 - 12 Barrel chairs in Civic Center, Main Reading, reupholstered, project completed.
 - Regal Construction was awarded the Miller branch conversion project to build out 2 study rooms. Project is near completion.
 - NorthStar Painting was awarded the Miller library project. Painting time frame is slated for October 16.- 31, 2023. Library Design has been contracted to move shelving away from walls and pillars. Planning for an Open House in late Fall.
 - Curb Appeal Concepts, Inc., contracted to install (EMC) marquee for Miller library.

- 36 new rollaway chairs were purchased for staff and patrons at the Miller library, replaced worn out chairs.
- Purchased Percussion Play instruments: Drum and xylophone with music book containing 4 songs, to be installed in the Children's garden.
- Walk-up ballot boxes were installed at Burnette and Busch.
- Sun-Shade Window Tinting contracted to install window film at Busch library on September 22 - 23, 2023. Library will be closed to the public.

c. Services

- Received checks from SLC in amounts of 1,696.08, 1,890.11, and 709.43 for ProPay credit card transactions for the months November 2022 to June 2023, totaling \$4,295.62.
- Miller branch closed early on July 20, 2023 due to power outage and reopened for service July 21, 2023.
- Miller branch closed August 25, 2023 due to power outage. Power was stored and branch reopened for regular hours on August 26, 2023.
- Online access to The Macomb Daily, purchased and access started August 29, 2023. See: Databases on library webpage.
- Civic Center closed for staff in-service on September 9, 2023.
- New AP WiFi devices installed at all WPL branches.

d. Staffing

- Hired Branch Librarian Substitute, T. Staller; Library Technician Substitute, A. Swierczynski, and Library Pages: E. Swan, S. Laskar, C. Owens, and F. Raheem.
- A. Ali hired as Office Assistant; 6 month probation at Civic Center started on June 28, 2023
- Rotation of staff members will take place after the New Year. (see current organizational chart)

e. Marketing/Outreach

- eNewsletter update: All programs listed in the eNewsletter for children, teens, and adults.
- Library Programs: double sided sheet (8.5" X 14") inserted in water bill, mailed to 45,600 residences in Warren.
- Outreach program focused on Warren residents; home delivery of materials to persons with disabilities and homebound.
- Giveaway seed packets program at Civic Center and Maybelle Burnette branches was well received by library patrons.

- Friday StoryTime at Licht park (Common Rd. and Campbell) was well attended by patrons.
- Library of Michigan awarded WPL a grant Improving Access to Information in the amount of \$17,563.00 for preserving oral history of Warren and digitizing pertinent historical artifacts. Patrons interested in preserving their stories can receive kits to record their family history.
- Library applied for the Michigan Community Center Grant program which supports Gov. G. Whitmer's economic vision of "lifting 100,000 families out of working poverty during the next five years." It also supports the recommendation of the MI Poverty Task Force, whose goal is to address disparities that affect Michiganders abilities to afford necessities such as housing, child care, food, health care, and transportation." Funds requested : \$501,104.00; Project cost: \$579,914.00.
- Summer Reading Club, "Read Beyond the Beaten Path" statistics (see attached).
- 3 staff members attended ALA annual conference in Chicago (reports attached).
- 2 staff members attended OverDrive (Digipalooza), August 2023 in Cleveland, OH (reports attached).

f. Discussion items:

- Construction of City Hall Emergency Egress project located in Children's Garden.
- Security Guard: Busch

7. Audience Participation

Members of the audience who would like to address the Library Commission this evening may do so under the audience portion. Patrons have 3 (three) minutes to speak.

8. Action Items

- Closure dates for 2024
- Library Commission Meeting Schedule for 2024
- Miller Branch will close for a two week period, starting October 16 - 31, 2023; NorthStar Painting Co., awarded the project to paint interior and repair ceiling in Children's area.

9. Friends of the Warren Public Library

10.S.L.C. Report

11. Commissioner's Comments

12. Next Meeting Date – November 9, 2023

13. Adjournment

WARREN PUBLIC LIBRARY COMMISSION

Regular Meeting

May 18, 2023

1. Call to Order:

The regular meeting was called to order at 6:01 PM by Frank Pasternak.

2. Roll Call:

Commissioners Present: Frank Pasternak, Don McIntosh, Annette Majka, Zosia Ladak, Richard Palmer, and Lorie Barnwell.

Also Present: Oksana Urban, Warren Library Director and Cecil St. Pierre Jr., City of Warren Attorney.

3. Approval of Agenda:

Majka moved to approve the agenda with the requested revision to move the **f. Discussion Item** to be the first item of the **Director's Report**, supported by McIntosh; motion carried.

4. Approval of Minutes: Regular Meeting of March 16, 2023 and Special Meeting of April 25, 2023: Ladak moved to approve the Minutes of the Regular Meeting of March 16, 2023 and the Special Meeting of April 25, 2023, supported by Majka; motion carried.

5. Financial Reports:

a) **Monthly Line Item Budget Report:** The Monthly Line Item Budget Reports of 3/31/2023 and 4/30/2023 were reviewed. It was noted that spending is occurring through the budget year and the goal of meeting the budget should be met.

b) **Suburban Library Allocation Account:** The Suburban Library Allocation Accounts of April 3 and 27, 2023 were reviewed. As of April 27, 2023 the balance in the account was \$60,723.23. It was noted that 39 computers will still be purchased for the four branches.

c) **Branch Income Report:** The Branch Income Report from July, 2022 through April, 2023 was \$48,022.97. It was stated that the income from the copy machines are producing good income.

Palmer moved to receive and file the Monthly Line Item Budget Reports, the Suburban Library Allocation Account, and the Branch Income Report, supported by Majka; motion carried.

6. Director's Report:

f. Discussion Items:

- Representative from Hubbell, Roth, & Clark, Inc. explains location selection for the City Hall Egress Stair: Three options were reviewed with no issues on their selection for the third and fourth floors. Potential issues with selection of the second floor include that there are three departments sharing the floor with security locked doors between them. This resulted in the potential selection of the library courtyard egress as the best choice. Barnwell proposed that the Police, Fire and Engineering departments review the selections and related issues. Majka made a motion to table the Library's approval of the plan until the Police, Fire, and Engineering departments have met and reviewed the plan, related issues, and any recommendations, supported by Barnwell; motion carried.

a. Statistics/Output Measures:

- Unique Management Report: The Unique Management Services Report, through 5/01/2023 was reviewed. Since 7/1/2015, 10,558 accounts have been submitted with a total recovery (including "waived" amounts) of \$348,171.19. Expenditures totaled \$92,908.25.

b. Current Projects:

- The Modular library project relocated to 13700 Sidonie, also is known as Underwood Park. The current property of approximately 4500 sq. ft. is being evaluated to determine the best location of the library building. The house at the previous project location will be cleaned and sold and the property developed.
- The new AV equipment has being installed and is awaiting programming of equipment and staff instruction.
- The 12 barrel chairs are being reupholstered by Unique Short Tree. With the company reupholstering three chairs at a time the project should be completed in June.
- The Miller Branch has a 20'2" x 14'6" vacant room that can be converted into two study rooms. The library put the project on BidNet for RFP. The contractor is to be approved by the City Council, which could be at the next Council meeting.
- Painting of the Miller library was placed on BidNet, with the color palette selected by colorist, Carol Haldane, from Living in Color.
- Magazine Subscriptions Service Agency was awarded the periodical order for the branches. They have worked with the library over the last two years.

- D/A Central will update one security camera in the Main Reading area of the library and install a camera to record activity in the delivery area at the Civic Center.
- Burnette and Civic Center libraries will participate in the Warren Wheels/ Cruisin'53 on June 3, 2023. Burnette will have Rosco the Clown perform magic tricks and create balloon animals. Also, Friends will have a Book Sale at Burnette. Civic Center will feature Howell Nature Center—Alexandria's Nature Bus; Spin Prize Wheel for Kids + Crafts + Treats; and promote Summer Reading Club at branches.

c. Services:

- The Busch branch closed April 27, 2023 due to a gas leak in the area and reopened for service at 12pm.

d. Staffing:

- Hired a Branch Librarian Substitute, J. Salerno and Library Page, I. Brooks.
- Newly hired Office Assistant resigned on May 8, 2023 just after finishing their mid- term evaluation.
- Three staff members will attend the American Library Association annual conference in Chicago, IL June 23-27, 2023.
- Four staff members attended the MLA Spring Institute (their reports were available).
- Two staff members attended the MLA Advocacy Day on April 25, 2023 which was held in Lansing at the Michigan State Capitol Building.

e. Marketing/Outreach:

- eNewsletter update: All the programs listed in the eNewsletter are for children, teens, and adults. The eNewsletter goes out every month.
- Library programs: double sided 8.5" X 14" sheets are inserted in the Warren water bill mailings. This reaches 45,600 residences to provide more interest in available library programs.
- The library Outreach program is delivering library materials to Warren residents with disabilities and to homebound.
- Summer Reading Club, "Read Beyond the Beaten Path", will start June 3, 2023 and end on August 12, 2023.
- Seed garden packets are now available at the Civic Center and Burnette branches.
- Monitor installed at the Civic Center to run promotional information about library programs and services.

Palmer moved to receive and file the Director's Report, supported by Barnwell; motion carried.

7. Audience Participation:

- It was stated that the Macomb Daily was still not on-line.
- It was asked whether the Egress Stair Plan considered library patrons that were in the building.

8. Action Items:

- Barnwell made a motion to close all branches on December 23, 2023, supported by Majka; motion carried.
- Construction of the City Hall Emergency Egress Stair location was discussed in the Director's Report, item f., where a subsequent tabling action was taken.

9. Friends of the Warren Public Library:

- It was noted that the Friends had a Mini Book Sale at the Busch Branch making \$200. Because of the success of the sales, the Friends are planning book sales on a continuing basis.

10. S.L.C. Report

- Pasternak indicated that library trustees of the S.L.C. libraries dinner May 16, 2023 held at the Shelby Township Library was successful and interesting.

11. Commissioner's Comments:

- Barnwell stated that in regards to the emergency planning, all city department staff members have being trained in emergency situations which included consideration for patrons.

12. Next Meeting Date: September 21, 2023.

13. Adjournment: McIntosh moved to adjourn the meeting at 7:27 PM, supported by Barnwell; motion passed.

Donald J. McIntosh, Secretary

SUMMARY STATEMENT OF BUDGET, EXPENDITURES, AND ENCUMBRANCES

CITY OF WARREN-LIBRARY

PERIOD 07/01/22 - 06/30/23

as of 6/30/2023

	BUDGETED	CURRENT	YTD	YTD	YTD	YTD	%
		BUDGET	EXPENDITURE	ENCUMBERED	UNENCUMBERED	REMAINING	
9271 70300	110,296.00	110,296.00	110,290.77	0.00	5.23	0.00%	
9271 70600	1,442,917.00	1,442,917.00	1,392,149.67	0.00	43,067.33	2.98%	
9271 70714	220,000.00	220,000.00	150,913.80	0.00	69,086.20	31.40%	
9271 70900	20,000.00	20,000.00	316.60	0.00	19,683.40	98.42%	
9271 71000	15,500.00	15,500.00	9,909.75	0.00	5,590.25	36.07%	
9271 71302	17,800.00	17,800.00	17,900.00	0.00	0.00	0.00%	
9271 71303	1,500.00	1,500.00	7,650.00	0.00	1,450.00	-100.00%	
9271 71500	146,957.00	146,957.00	131,794.22	0.00	15,162.78	10.32%	
9271 71900	432,047.00	432,047.00	335,612.10	0.00	96,434.90	22.32%	
9271 71904	182,696.00	182,696.00	182,696.00	0.00	0.00	0.00%	
9271 71905	25,783.00	25,783.00	24,036.66	0.00	1,746.34	6.77%	
9271 71906	2,178.00	2,178.00	1,978.50	0.00	199.50	9.16%	
9271 72100	41,794.00	41,794.00	38,094.58	0.00	3,699.42	8.85%	
9271 72101	51,205.00	51,205.00	18,732.67	0.00	32,452.33	63.38%	
9271 72200	373,308.00	373,308.00	373,308.00	0.00	0.00	0.00%	
9271 72201	155,027.00	155,027.00	144,342.34	0.00	10,684.66	6.89%	
9271 72401	300.00	300.00	0.00	0.00	300.00	100.00%	
9271 72700	90,000.00	90,000.00	58,320.67	0.00	31,679.33	35.20%	
9271 72702	20,000.00	20,000.00	8,976.24	0.00	11,023.76	55.12%	
9271 80100	263,950.00	263,950.00	204,845.98	11,793.53	68,310.49	25.88%	
9271 80117	212,000.00	212,000.00	166,112.77	0.00	45,887.23	21.64%	
9271 80130	65,000.00	65,000.00	70,674.22	0.00	(5,674.22)	-8.73%	
9271 80200	3,000.00	3,000.00	215.29	0.00	2,784.71	92.82%	
9271 80301	125.00	125.00	0.00	0.00	125.00	0.00%	
9271 82201	16,100.00	16,100.00	16,099.92	0.00	0.08	0.00%	
9271 82202	101,000.00	101,000.00	100,999.51	0.00	0.49	0.00%	
9271 82207	21,500.00	21,500.00	19,291.33	0.00	2,208.67	10.27%	
9271 85300	25,000.00	25,000.00	18,849.17	0.00	6,150.83	24.60%	
9271 86100	200.00	200.00	33.48	0.00	166.52	83.26%	
9271 86300	3,000.00	3,000.00	992.61	0.00	2,007.39	66.91%	
9271 86400	15,000.00	15,000.00	7,218.26	0.00	7,781.74	51.88%	
9271 90200	100.00	100.00	0.00	0.00	100.00	100.00%	
9271 91000	46,900.00	46,900.00	46,900.00	0.00	0.00	0.00%	
9271 92000	215,000.00	215,000.00	215,900.94	0.00	(900.94)	-0.42%	
9271 93000	72,500.00	72,500.00	18,720.24	24,791.00	18,988.76	26.19%	
9271 95000	269,100.00	269,100.00	269,100.00	0.00	0.00	0.00%	
9271 96470	105,308.00	105,308.00	105,305.58	0.00	2.42	0.00%	
9271 96471	0.00	0.00	0.00	0.00	0.00	0.00%	
9271 97400	248,000.00	248,000.00	188,832.48	23,000.00	36,167.52	14.58%	
9271 98000	94,900.00	94,900.00	25,783.81	0.00	69,116.19	72.83%	
9271 98100	28,000.00	28,000.00	27,106.00	0.00	894.00	0.00%	
9271 98200	315,000.00	315,000.00	314,999.80	0.00	0.20	0.00%	
9271 98500	2,000,000.00	2,000,000.00	0.00	0.00	2,000,000.00	100.00%	
9271 98501	0.00	0.00	0.00	0.00	30,068.48	0.00%	
TOTAL	7,469,991.00	7,469,991.00	4,825,023.96	59,584.53	2,626,450.99	35.16%	

SUMMARY STATEMENT OF BUDGET, EXPENDITURES, AND ENCUMBRANCES

CITY OF WARREN-LIBRARY

PERIOD 07/01/23 - 06/30/24
as of 7/31/2023

	BUDGETED	CURRENT BUDGET	YTD EXPENDITURE	YTD ENCUMBERED	YTD UNENCUMBERED	% REMAINING
9271 70300	113,605.00	113,605.00	8,028.83	0.00	105,576.17	92.93%
9271 70600	1,491,091.00	1,491,091.00	107,609.67	0.00	1,383,481.33	92.78%
9271 70714	300,000.00	300,000.00	10,950.08	0.00	289,049.92	96.35%
9271 70900	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%
9271 71000	15,500.00	15,500.00	0.00	0.00	15,500.00	100.00%
9271 71302	26,500.00	26,500.00	0.00	0.00	4,500.00	16.98%
9271 71303	8,400.00	8,400.00	0.00	0.00	400.00	4.76%
9271 71500	158,537.00	158,537.00	12,463.81	0.00	146,073.19	92.14%
9271 71900	465,290.00	465,290.00	27,463.38	0.00	437,826.62	94.10%
9271 71904	182,696.00	182,696.00	15,225.00	0.00	167,471.00	91.67%
9271 71905	26,977.00	26,977.00	2,268.20	0.00	24,708.80	91.59%
9271 71906	2,328.00	2,328.00	167.56	0.00	2,160.44	92.80%
9271 72100	43,755.00	43,755.00	9,713.64	0.00	34,041.36	77.80%
9271 72101	53,228.00	53,228.00	0.00	0.00	53,228.00	100.00%
9271 72200	343,668.00	343,668.00	28,639.00	0.00	315,029.00	91.67%
9271 72201	171,579.00	171,579.00	14,555.23	0.00	157,023.77	91.52%
9271 72401	0.00	0.00	0.00	0.00	0.00	0.00%
9271 72700	97,600.00	97,600.00	1,928.00	36,092.00	59,580.00	61.05%
9271 72702	20,000.00	20,000.00	0.00	11,100.00	8,900.00	44.50%
9271 80100	310,700.00	310,700.00	21,999.68	96,038.18	192,662.14	62.01%
9271 80117	219,000.00	219,000.00	35,656.45	0.00	183,343.55	83.72%
9271 80130	69,000.00	69,000.00	0.00	0.00	69,000.00	100.00%
9271 80200	3,000.00	3,000.00	3.15	200.00	2,796.85	93.23%
9271 80301	800.00	800.00	0.00	0.00	800.00	100.00%
9271 82201	16,100.00	16,100.00	0.00	0.00	16,100.00	100.00%
9271 82202	101,000.00	101,000.00	0.00	0.00	101,000.00	100.00%
9271 82207	22,000.00	22,000.00	0.00	0.00	22,000.00	100.00%
9271 85300	30,000.00	30,000.00	246.66	0.00	29,753.34	99.18%
9271 86100	200.00	200.00	0.00	0.00	200.00	100.00%
9271 86300	3,000.00	3,000.00	64.11	0.00	2,935.89	97.86%
9271 86400	15,000.00	15,000.00	425.00	249.00	14,326.00	95.51%
9271 90200	100.00	100.00	0.00	0.00	100.00	100.00%
9271 91000	48,700.00	48,700.00	4,059.00	0.00	44,641.00	91.67%
9271 92000	220,000.00	220,000.00	13,019.10	0.00	206,980.90	94.08%
9271 93000	61,500.00	61,500.00	0.00	52,781.00	8,719.00	14.18%
9271 95000	277,100.00	277,100.00	23,092.00	0.00	254,008.00	91.67%
9271 96470	107,289.00	107,289.00	0.00	0.00	107,289.00	100.00%
9271 96471	0.00	0.00	0.00	0.00	0.00	0.00%
9271 97400	85,000.00	85,000.00	0.00	23,000.00	62,000.00	72.94%
9271 98000	67,000.00	67,000.00	0.00	0.00	67,000.00	100.00%
9271 98100	0.00	0.00	0.00	0.00	0.00	0.00%
9271 98200	315,000.00	315,000.00	0.00	2,586.53	312,413.47	99.18%
9271 98500	0.00	0.00	0.00	0.00	0.00	0.00%
9271 98501	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL	5,512,243.00	5,512,243.00	367,577.55	222,046.71	4,922,616.74	89.30%

**SUBURBAN LIBRARY COOPERATIVE
CENTRALIZED PURCHASING EXPENSE FORM**

LIBRARY NAME: Warren Public Library
BALANCE AS OF : August 9, 2023

\$ 55,720.69

VENDOR	PURPOSE	AMOUNT
Deposit- Sale of 9 Optiplex Dell computers		\$ 810.00
Purchase of 2 new Dell Optiplex 7410 for Civic Center (SLC invoice # 204168)		\$ (2,516.50)
		\$
		\$
		\$
		\$

TOTAL EXPENSE REQUESTS

\$ (1,706.50)

NEW BALANCE AS OF : Aug 10, 2023

\$ 54,014.19

PLEASE ATTACH INVOICES OR SUPPORTING DOCUMENTATION OF EXPENSE REQUESTS

DIRECTOR'S SIGNATURE

Chadana Urban

DATE 8/10/2023

BRANCH INCOME REPORT

2022/2023 Fiscal Year

INCOME	July	August	September	October	November	December	TOTAL
Copy Machine	\$ 1,796.69	\$ 2,438.18	\$ 2,648.43	\$ 2,162.38	\$ 1,641.41	\$ 2,337.44	13,024.53
Video/DVD	\$ 152.51	\$ 142.32	\$ 224.94	\$ 124.10	\$ 134.53	\$ 100.00	878.40
Non-resident Fee	\$ 226.00	\$ 274.00	\$ 301.26	\$ 253.02	\$ 173.00	\$ 174.00	1,401.28
Fines	\$ 2,288.52	\$ 1,030.24	\$ 1,057.49	\$ 1,282.66	\$ 986.16	\$ 671.67	7,316.74
Lost Materials	\$ 1,066.47	\$ 691.65	\$ 768.39	\$ 670.11	\$ 538.95	\$ 187.20	3,922.77
Miscellaneous	\$ 472.25	\$ 628.00	\$ 478.75	\$ 612.05	\$ 387.60	\$ 482.05	3,060.70
Room Rental	\$ 158.05	\$ 10.00	\$ 100.00	\$ 80.00	\$ 100.00	\$ -	448.05
Referral Fees	\$ 292.55	\$ 145.00	\$ 165.49	\$ 168.18	\$ 153.50	\$ 85.00	1,009.72

INCOME	January	February	March	April	May	June	TOTAL
Copy Machine	\$ 1,742.13	\$ 2,365.84	\$ 2,629.36	\$ 2,137.59	\$ 1,908.21	\$ 2,500.54	26,308.20
Video/DVD	\$ 109.00	\$ 106.00	\$ 96.00	\$ 104.00	\$ 78.00	\$ 98.64	1,470.04
Non-resident Fee	\$ 232.00	\$ 196.00	\$ 253.40	\$ 284.80	\$ 168.00	\$ 208.00	2,743.48
Fines	\$ 713.38	\$ 657.54	\$ 898.96	\$ 713.62	\$ 516.97	\$ 1,522.29	12,339.50
Lost Materials	\$ 322.89	\$ 331.21	\$ 416.71	\$ 231.90	\$ 316.77	\$ 847.96	6,390.21
Miscellaneous	\$ 605.35	\$ 477.75	\$ 617.00	\$ 633.75	\$ 726.35	\$ 555.90	6,676.80
Room Rental	\$ -	\$ 38.40	\$ 30.00	\$ 10.00	\$ 10.00	\$ 30.00	566.45
Referral Fees	\$ 110.00	\$ 80.00	\$ 195.00	\$ 113.00	\$ 92.00	\$ 339.96	1,939.68

TOTAL REVENUE

58,434.36

BRANCH INCOME REPORT

2023/2024 Fiscal Year

INCOME	July	August	September	October	November	December	TOTAL
Copy Machine	\$ 2,100.53	\$ 2,600.36	\$ -	\$ -	\$ -	\$ -	4,700.89
Video/DVD	\$ 93.81	\$ 100.00	\$ -	\$ -	\$ -	\$ -	193.81
Non-resident Fee	\$ 262.30	\$ 223.34	\$ -	\$ -	\$ -	\$ -	485.64
Fines	\$ 1,699.92	\$ 963.30	\$ -	\$ -	\$ -	\$ -	2,663.22
Lost Materials	\$ 1,248.11	\$ 598.04	\$ -	\$ -	\$ -	\$ -	1,846.15
Miscellaneous	\$ 420.35	\$ 450.15	\$ -	\$ -	\$ -	\$ -	870.50
Room Rental	\$ 20.00	\$ 80.00	\$ -	\$ -	\$ -	\$ -	100.00
Referral Fees	\$ 377.71	\$ 176.44	\$ -	\$ -	\$ -	\$ -	554.15

INCOME	January	February	March	April	May	June	TOTAL
Copy Machine	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	4,700.89
Video/DVD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	193.81
Non-resident Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	485.64
Fines	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,663.22
Lost Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,846.15
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	870.50
Room Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00
Referral Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	554.15

TOTAL REVENUE

11,414.36

UNIQUE MANAGEMENT SERVICES, INC.

2015 - 2022 Fiscal Years

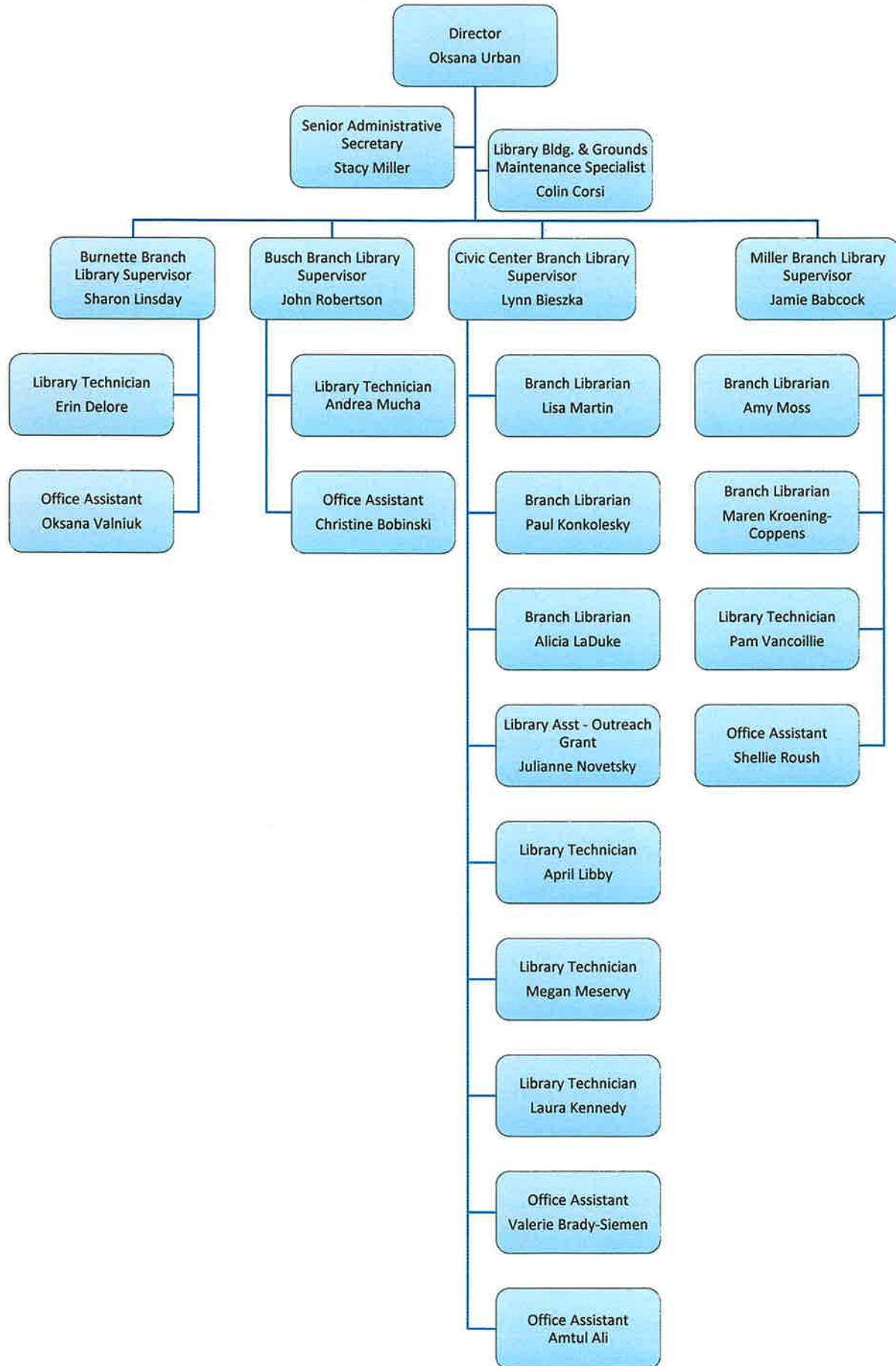
TOTALS	7/1/15-6/30/16	7/1/16-6/30/17	7/1/17-6/30/18	TOTAL
Accounts Submitted	7,070	733	566	8,870
Cash Recovered	92,735.44	13,468.21	11,149.21	126,216.68
Materials Recovered	79,174.95	12,574.39	9,399.06	110,221.32
Waived Amount*	26,246.35	3,713.20	2,420.28	35,481.47
Expenditures	63,124.35	6,560.35	4,065.70	76,953.80

TOTALS	7/1/18-6/30/19	7/1/19-6/30/20	7/1/20-6/30/21	TOTAL
Accounts Submitted	8,870	447	297	10,002
Cash Recovered	126,216.68	8,335.96	4,885.58	147,643.03
Materials Recovered	110,221.32	5,955.13	4,805.46	129,418.52
Waived Amount*	35,481.47	2,686.17	1,197.50	42,470.53
Expenditures	76,953.80	3,669.50	3,158.75	87,206.65

TOTALS	7/1/21-6/30/22	7/1/22-6/30/23	7/1/23-6/30/24	TOTAL
Accounts Submitted	10,002	207	408	10,707
Cash Recovered	147,643.03	8,451.74	5,100.81	162,704.25
Materials Recovered	129,418.52	3,995.44	9,717.18	146,593.88
Waived Amount*	42,470.53	1,606.91	5,390.80	50,376.99
Expenditures	87,206.65	2,106.90	4,202.40	94,442.95

*Waived amount reflects the \$5.00 processing fee that is cancelled once the patron returns the materials or pays for the lost item. Amounts as of 9/1/2023

WPL Organizational Chart



Summer Reading Club 2023 Statistics

6/3/2023 - 8/12/2023

Infant Program (Ages 0-2 years)

Number of participants - 2020-2023 (ReadSquared); Number of paper forms given out - 2019

	2023	2022	2021	2020	2019
WAM	19	23	13	10	43
WCV	34	46	37	27	47
WDB	5	8	4	0	14
WMB	2	3	9	1	8
Total	60	80	63	38	112

Number of Completions

	2023	2022	2021	2020	2019
WAM	9	8	8	7	14
WCV	20	20	17	13	11
WDB	3	4	1	0	0
WMB	1	1	4	0	0
Total	33	33	30	20	25

Number of Books Read

	2023	2022	2021	2020
WAM	900	682	481	753
WCV	787	787	901	999
WDB	298	400	20	0
WMB	20	27	275	0
Total	2005	1896	1677	1752

Summer Reading Club 2023 Statistics

Children's Program (3 years - 2nd grade)

Number of Participants		2023	2022	2021	2020	2019
WAM		75	49	52	38	62
WCV		232	173	134	87	194
WDB		35	32	18	14	29
WMB		23	25	14	2	8
Total		365	279	218	141	293

Children's Program (3rd grade - 6th grade)

Number of Participants		2023	2022	2021	2020	2019
WAM		48	51	43	17	54
WCV		180	141	134	76	139
WDB		17	26	21	15	27
WMB		20	23	8	1	8
Total		265	241	206	109	228

Number of Completions

	2023	2022	2021	2020	2019
WAM	38	20	29	17	27
WCV	107	93	70	39	93
WDB	13	18	7	7	12
WMB	9	11	12	1	3
Total	167	142	118	64	135

Number of Completions

	2023	2022	2021	2020	2019
WAM	28	36	30	6	35
WCV	103	85	88	45	72
WDB	10	14	10	11	18
WMB	11	12	2	1	3
Total	152	147	130	63	128

Number of Books Read

	2023	2022	2021	2020	2019
WAM	4501	1622	1623	937	1261
WCV	4573	5787	3049	2543	3963
WDB	1869	1138	296	299	402
WMB	947	1433	1259	44	131
Total	11890	9980	6227	3823	5757

Number of Pages Read

	2023	2022	2021	2020	2019
WAM	75784	134672	76462	33223	45522
WCV	269023	188483	203337	149530	111281
WDB	31372	49992	10636	60541	45282
WMB	30074	44145	6429	3844	4037
Total	406253	417292	296864	247138	206122

Summer Reading Club 2023 Statistics

Children's Program Summary (3 years - 6th grade)

Number of Participants					
	2023	2022	2021	2020	2019
WAM	123	100	95	55	116
WCV	412	314	268	163	333
WDB	52	58	39	29	56
WMB	43	48	22	3	16
Total	630	520	424	250	521

Number of Completions					
	2023	2022	2021	2020	2019
WAM	66	56	59	23	62
WCV	210	178	158	84	165
WDB	23	32	17	18	30
WMB	20	23	14	2	6
Total	319	289	248	127	263

Summer Reading Club 2023 Statistics

Teen Program (Grades 7-12)

Number of Participants	2023					2022					2021					2020					2019				
	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total
	23	70	7	9	109	42	75	19	6	142	26	90	12	9	137	25	61	14	1	101	40	82	24	5	151
Total	109	142	137	101	151	142	137	101	151	101	137	101	151	101	151	101	137	101	151	101	137	101	151	101	151

Adult Program

Number of Participants	2023					2022					2021					2020					2019				
	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total
	132	301	48	41	522	72	263	48	26	409	78	228	33	13	352	55	154	22	7	238	78	228	33	13	352
Total	522	409	352	238	382	409	352	238	382	238	352	238	382	238	382	238	352	238	382	238	352	238	382	238	382

Number of Completions

Number of Completions	2023					2022					2021					2020					2019				
	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total
	18	51	6	5	80	33	47	14	4	98	18	65	9	7	99	17	44	11	0	72	31	54	19	5	109
Total	80	98	99	72	109	98	99	72	109	72	99	72	109	72	109	72	109	72	109	72	109	72	109	72	109

Number of Completions

Number of Completions	2023					2022					2021					2020					2019				
	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total
	107	217	30	22	376	52	200	38	19	309	50	165	23	7	245	40	114	15	7	176	50	165	23	7	245
Total	376	309	245	176	295	309	245	176	295	176	245	176	295	176	295	176	245	176	295	176	245	176	295	176	295

Number of Books Read

Number of Books Read	2023					2022					2021					2020					2019				
	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total
	250	1273	58	97	1678	632	483	186	182	1483	225	1102	124	75	1526	200	466	172	0	838	392	786	260	23	1461
Total	1678	1483	1526	838	1461	1483	1526	838	1461	838	1526	838	1461	838	1461	838	1461	838	1461	838	1461	838	1461	838	1461

Number of Books Read

Number of Books Read	2023					2022					2021					2020					2019				
	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total	WAM	WCV	WDB	WMB	Total
	1251	2493	391	656	4791	1091	2628	549	575	4843	560	2114	350	374	3398	422	2098	272	347	3139	560	2114	350	374	3398
Total	4791	4843	3398	3139	4009	4843	3398	3139	4009	3139	3398	3139	4009	3139	4009	3139	3398	3139	4009	3139	3398	3139	4009	3139	4009

Conference Report
Jamie Babcock
Warren Miller Branch Library

American Library Association Annual Conference & Exhibition 2023 – Chicago, IL
Dates Attended: Friday, June 23, 2023 – Monday, June 26, 2023

FRIDAY, JUNE 23, 2023

I attended the Opening General Session, which featured numerous speakers—authors, lawmakers, ALA officials, television hosts, etc.—voicing support for libraries, librarians, and the freedom to read, as well as introducing new initiatives. I also visited multiple vendor and author booths in the exhibit hall, as I did for the remainder of the conference, speaking with several vendors about their offerings and several authors and illustrators about their works.

SATURDAY, JUNE 24, 2023

OverDrive Roadmap Breakfast - Steve Potash, Amanda Crimarco, Kevin Coon, Jason Tyrrell, Nick Glass, Ryan Fish

Representatives of OverDrive, MacMillan, TeachingBooks, and Kanopy spoke about various features of OverDrive and affiliated services, including searchability, simultaneous use (both permanent and selective temporary), video on demand, integrated literacy resources, diversity audits, etc. As WPL does not use many of these services, I found much of interest for possibly improving and expanding our digital options in the future.

Diplomas & Dreams Are within Reach: Learn How Your Library Can Graduate Adults

In addition to a Gale representative, panelists from several public libraries spoke about their experiences with the digital resource *Gale Presents: Excel Adult High School*. This resource, an alternative to GED programs, is a completely online, tuition-free (for students) means for adults to obtain high school diplomas; the program also provides post-diploma assistance with career advancement. The presenters discussed recruitment and retention strategies, staff work involved, and means of funding (library budget, fundraising, etc.). This resource is costly (several hundred dollars per student, at minimum) and does require a fair amount of staff involvement for student success (several hours per week for motivating, keeping students on track, reporting, etc.), but the panelists shared both best practices for implementing the program and the positive impacts upon their respective communities and students. They stressed that the program generally receives bipartisan support, as community members welcome lower unemployment rates, better employability, and less reliance upon social services. Their respective communities recognize the value of the program, and, by extension, the value of public libraries providing this service.

News You Can Use—Books Under Fire: Law and the Right to Read, 2023 – Deborah Caldwell-Stone; Theresa Chmara, J.D.

The presenters shared current and recent (2022-2023) legislation and litigation in the U.S. related to access to materials, as well as advocacy in response. They described how specific legal definitions impact legal actions and relate to the First Amendment (applied to the States through the Fourteenth Amendment) and “viewpoint discrimination.” Deciding if material is “obscene,” for instance, is not a determination that a public school board or a parent or a police officer can make; it is a “legal test that has to be applied very carefully.” I found this session enlightening and useful for library staff members if and when legal issues arise; the presenters offered firm legal definitions and provided details on cases in a manner that those of us without legal backgrounds could understand, for both school and public libraries. Fortunately, the presenters believe that there are “signs that the momentum is changing,” as those pushing for censorship begin to realize that silencing *some* viewpoints threatens *all* viewpoints.

Censorship and Diversity: How Do Librarians Continue to Protect the Rights of Marginalized Communities Amid Targeted Book Challenges? - Andrea Jamison, K.C. Boyd, Amy Hermon, Emma K. McNamara, Caitlin Stewart

The panelists discussed the recent increase in book challenges and censorship in the U.S. and ways that library staff can protect the freedom to read in targeted communities. They stressed that censored books often are diverse books, and they encouraged libraries to align their practices and standards with ALA's Library Bill of Rights, including challenging censorship and reviewing both the inclusion and the exclusion of various materials. The presenters offered specific suggestions for librarians to protect rights: be better prepared for challenges; be aware of local, state, and national legislative trends; order books with diverse viewpoints and experiences, particularly by those of marginalized communities who cannot advocate for themselves; refrain from shaming readers for their literacy choices, such as stating that some are “bad” authors or “bad” books; encourage intellectual freedom daily, rather than just during Banned Books Week; be aware of “soft” censorship practices, such as intentional misshelving and avoiding the purchase of “controversial” items.

Nikki Grimes & Brian Pinkney

Author Nikki Grimes and illustrator Brian Pinkney discussed the collaboration behind the forthcoming picture book *A Walk in the Woods*, on which Grimes initially had collaborated with Jerry Pinkney (Brian's father) before his 2021 death. This session wonderfully illuminated the development of picture books in general, as well as the collaboration and the relationships between the three creators of this book in particular: the email communications; the photos and the videos that Jerry Pinkney sent to Nikki; the emotions of Nikki and Brian after Jerry's unexpected death; the reasons that Brian eventually chose to finish his father's illustrations after his initial refusal. I was intrigued to hear how “just” a picture book came to be, how much time and labor were involved in its creation, as well as how its creators—all African American—worked to produce a book about a Black child exploring nature, an objective significant to all of them.

SUNDAY, JUNE 25, 2023

OCLC Resource Sharing Community Breakfast – Peter Collins

OCLC staff and staff from OCLC member libraries spoke about their use of OCLC, recent initiatives, and upcoming improvements to the system. Although WPL is an OCLC member library, I have not used the service for sharing materials in several years, and I have not used it for cataloging purposes; however, I was interested to hear about changes to the system, such as longer circulation periods, streamlined services, etc.

Celebrating What Makes Young Readers the Same and Different: How Fascination with the Human Genome Project Led to The Smallest Spot of a Dot

Author Michael Tyler discussed how his lifelong love of reading, his desire to promote acceptance of differences, and his interest in the Human Genome Project prompted him to research and work on *The Smallest Spot of a Dot*. Tyler wanted to distill a huge, complicated explanation of DNA sequencing to one that children (and non-scientific adults) could understand. This idea is one that dovetails with his previous work on celebrating diversity and promoting self-love, and, ultimately, he strived to demonstrate that all humans are more alike than different, as the Human Genome Project found—that we're all 99.9% identical in our genetic makeup.

Penguin Random House Buzz

The presenters gave lively synopses of upcoming releases. While intending to encourage librarians to purchase for their libraries, they also provided encouragement for attendees to want to read these as well. I plan to purchase most (if not all) of the titles discussed.

Rick Riordan & Mark Oshiro

The authors of the latest Percy Jackson book, *The Sun and the Star*, spoke about their collaboration, as well as their upcoming joint and individual projects. As Nico di Angelo, the main character of the book, is LGBTQIA+ and Riordan is not, Riordan chose a member of that community as his co-author, believing that he could not write from an LGBTQIA+ perspective effectively. Oshiro (they/them), in particular, was quite engaging, as they spoke of their childhood dreams of writing and their adulthood introduction to—and subsequent devouring of—the Percy Jackson series; when they spoke of Riordan offering the co-authorship position for Percy Jackson, their excitement was palpable. I was interested to hear how each of the authors' viewpoints and backgrounds informed their work—Percy Jackson books and otherwise—as well as about their writing and editing process for their collaborative book.

Advancing Social Justice with Young Adult Literature – Jen Ferguson, Edward Underhill, Jamie Pacton, Hannah V. Sawyerr, Lily Meade, Jackie Khalilieh

The panelists, all published authors of young adult books and representing diverse identities, spoke about the social justice issues now prevalent in young adult publishing. As one panelist stated, “My existence is political”; thus, diverse voices—non-white, non-cis, non-heteronormative, non-neurotypical, etc.—can be seen as “advancing social justice” even when

not the expressed intention of authors. However, as more diverse voices are shown, “this is normal.” The panelists stressed that it’s important to get books featuring diverse voices into the hands of all young adults, not just those who identify as those voices, because books form identities and perspectives, because books are a personal rather than a collective experience, because “there is no hierarchy of human experiences.” One panelist stated that most people fit into the category of “other,” whether because of race, gender, social class, or otherwise.

Additionally, the panelists called for more diverse books to be both written and purchased; librarians are on “the front lines,” and their purchases of, for instance, multiple books about autistic teens show that there *are* multiple perspectives of autism—not merely one voice speaking for all autistic experiences. Indeed, one panelist stressed that not every book about a trans kid will be right for every trans kid or speak for every trans kid. The larger the variety of books purchased about diverse experiences, the more likely that publishers will publish a larger variety of these books—and the more likely that the books will get into the hands of teens, who will read them and better understand themselves and others.

ALA Annual Conference 2023

Opening Session

The conference started on Friday, June 23rd with the Opening General Session. Speakers included Chicago Public Library Commissioner Chris Brown, Chairwoman of the FCC Jessica Rosenworcel, Illinois Secretary of State and Illinois State Librarian Alexi Giannoulias, Chicago Poet Laureate avery young, and lastly Judy Blume and Simon & Schuster Senior Vice President and **Publisher Justin** Chanda . Book bans were the major theme throughout the opening session. There was talk about how books bans now are different than in the 1980s. People are united now and they weren't in the 1980s. Those pushing to ban books are a small percentage of the people who read and we cannot let them dictate to the rest of us what we and our children can read. All of the responsibility to fight book bans cannot be left to librarians and teacher. In place like Florida, their jobs and freedom are being threatened. Justin asked Judy what authors should do to support free reading and work against book bans. She flipped the question and asked him what publishers should do. He said that publishers should join the lawsuits against book bans and spend the money to support free reading. Judy Blume has been a write for over fifty years. A number of her books, including Are You There God? it's me, Margaret?, Deenie, Blubber, and Forever, have been banned in different places over the years. She now owns a nonprofit book store in Key West with her husband. When asked what she would do if she was out in a room with the Florida governor, she said that she would ask him "What are you afraid of? Then leave.

One of the booths that I stopped at was East View Information Services. Their representative told me that they do sell books in Polish and Ukrainian but not Arabic. I got a quote from them when we returned but we are still negotiating terms. We are interested in purchasing new (2020 or newer volumes) items. With the war in Ukraine, getting such materials may be difficult or impossible right now.

I attended a session put on by DK books. Dorling Kindersley puts put books with colorful and attractive illustrations for all ages. All attendees will receive a free copy of Eyewitness Encyclopedia of Everything when it is released. They had a number of their current titles available for attendees to take for free during the event as well. There were activities set up around the room so attendees could get some ideas of how to tie DK books to programming.

Another session I went to was put on by Midwest Tapes from whom we buy most of our audiovisual items (books on disc, music cds, and dvds). The topic was *Reflecting the Diversity of Your Community in Your Collection*. In 2017, American Library Association added a fourth strategic direction: Equity, Diversity, and Inclusion. As such, discussion of the topic increased. Many vendors will conduct a diversity audit of your collection for a price. I met with a representative from Ingram and their price is \$4200 for a public library's print book collection.

OCLC put on a resource sharing breakfast. I was surprised to hear that some universities wanted the loan period on interloans to be unlimited. At that point, unless the item is a one of a kind, the

borrowing library should probably just purchase a copy for their staff or students to borrow from their own library. Expecting unlimited renewals seems like abuse of the system but the representative from OCLC said that they would look into it.

There was a poster session about having social workers in libraries. The poster indicated that some libraries have MSW students come to their libraries to assist patrons. There is no cost for the students as they have to do a certain number of hours of unpaid work for their degrees. However, they have to be supervised by someone who already holds a MSW or is a licensed social worker. That person can charge \$2000 or more to supervise the student(s). Other ideas were to put a social worker in the library budget or apply for a grant to cover the costs. Another possible idea was to partner with the local health department to have their staff visit the library if enough need was exhibited. We had considered this option recently. The post session also had information about library staff as healers. The term *bibliotherapy* was first used in 1916 and hospital libraries started to be created in the 1920s.

There was another poster session that I looked at. Its topic was *Diversify Your Library: Inclusive Goals for Programming and Collections*. It gave two sources for demographic information about communities – the snapshot tool on census.gov and looking at unique data sets on data.gov. I have used both of these websites when working on grants in the past but have not used the snapshot or unique data sets tools. According to an ALA statement, “a well-balanced collection does not require a one-to-one equivalence for each viewpoint but should strive for equity in content and ideas.” Several sources were listed for finding diverse booklist including Good Reads, Book Riots, ALA, and the Children’s Book Council.

Jamie and I attended a Main Stage event with speakers Rick Riordan and Mark Oshiro. They collaborated on The Sun and the Star from the world of Percy Jackson. The main characters are Nico de Angelo, son of Hades, and Will Solace, son of Apollo. They were quite entertaining. They talked about how they worked together on the book and how that came to be as well as their upcoming projects including a do-over of the Percy Jackson movies.

Overall, there is not enough time to see all of the authors who are signing and speaking. We got to some but missed more. I talked to vendors about durable furniture, musical instruments, foreign language books, and many other things. I got a first look at the graphics for Summer Reading 2024 and they look more promising than what CSLP offered in 2023. It is always a little bit of a blur of seemingly unlimited choices but very limited time.



OverDrive Digipalooza 2023 – 8/9/23 – 8/11/23 – Cleveland, OH
John Robertson
Branch Librarian Supervisor, Warren Public Library – Dorothy Busch Branch

Session Summaries:

Take Your Collection to the MAX: On-demand access models boost your circulation without breaking the budget

Thursday, August 10, 2023 8:45 – 9:30 am

Presenters:

Kristin Preyss, OverDrive

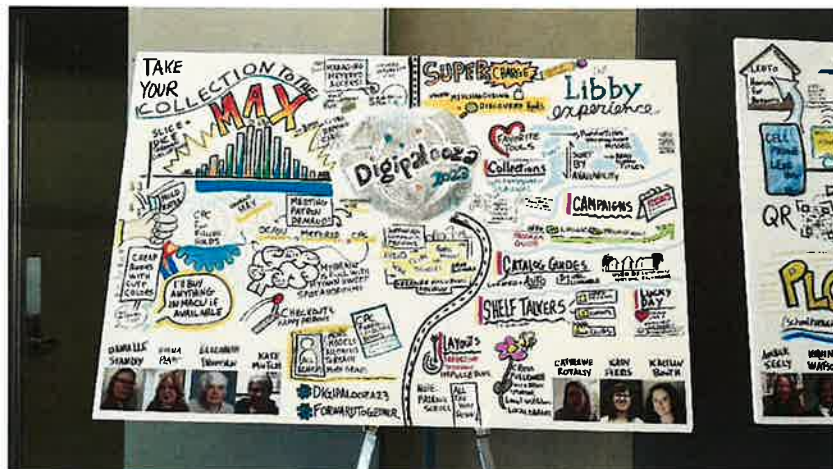
Maria Fesz, OverDrive

Elizabeth Thomsen, NOBLE Consortium (MA)

Danielle Stanley, Phoenix Public Library

Dianna Platt, Kansas City Public Library

Kate Mutch, Natrona County Public Library



The lead-off session began with an overview of the various OverDrive lending models, such as Metered Access (MA), Cost per Circ (CPC), and One Copy/One Use (OC/OU). Throughout the session, panelists discussed some of the strategies that worked for them to meet patron demand.

One of the biggest strategies was to utilize CPC. It is an easy way to quickly satisfy patron holds on an item. One thing to be careful for, however, is price. Be sure to set a budget limit – with audiobooks for popular titles going for \$9 and eBooks for \$5, if you do not have a budget cap it can be easy to overspend.

Another possible model if available is OverDrive MAX. This model allows you to buy a bundle of loans (e.g., 100 checkouts) for your patrons. This is useful for books that have a high demand, or perhaps for titles that are part of a book club or special author visit.

Supercharge Your Libby Experience with Merchandizing and Discovery Tools

Thursday, August 10, 2023 - 9:30 - 10:00 am

Presenters:

Emma Dwyer, OverDrive

Catherine Royalty, Los Angeles Public Library

Kaitlin Booth, Cuyahoga County Public Library

Kady Ferris, Multnomah County Library

This session was all about Libby, OverDrive's mobile app. Now that the old OverDrive app has been completely sunset, all users should be using Libby, and libraries should be taking advantage of some of the tools in Libby to market their titles.

One of the biggest tools is to create curated lists. These digital book displays can be useful to promote back and midlist titles that may otherwise get lost in the catalog and can offer something to patrons who want something to read while they are waiting for their bestseller holds to become available. Layout of lists can also be customized: from a traditional portrait-looking display to having book covers on an angle to provide visual interest.

Digital shelf-talkers are a new callout feature in Libby where staff can write a blurb to highlight a particular title in the catalog. While this marketing tool looks promising, it is only available at the consortium level. Another opportunity is the ability to highlight upcoming library events directly in Libby. This too would be great to promote large library programs, but again is currently only available at the consortium level.

Keynote: Sarah Penner

Thursday, August 10, 2023 – 10:15 - 11:00 am



Thursday's keynote speech was delivered by author Sarah Penner. Ms. Penner is the author of *The New York Times* bestsellers *The Lost Apothecary* (2021) and *The London Séance Society* (2023). She discussed her path from working in finance to becoming a full-time author. At a conference she attended author Elizabeth Gilbert was giving a keynote, and asked attendees "In one year from now, ask yourself what have you accomplished to fulfill your dream." This inspired Ms. Penner to write her novel *The Lost Apothecary*. She discussed the struggles submitting it to publishers, and her surprise at the great reaction that it had when it was finally published. She also discussed some of the behind the scenes aspect of publishing, including how she has options in her contract about helping decide the look of her book covers as well as who narrates her audiobooks.

Access for All: Digital reading campaigns to reach underserved audiences

Thursday, August 10, 2023 – 11:00 am - 12:00 pm

Presenters:

Abbey Patten, OverDrive

David Cooksey, OverDrive

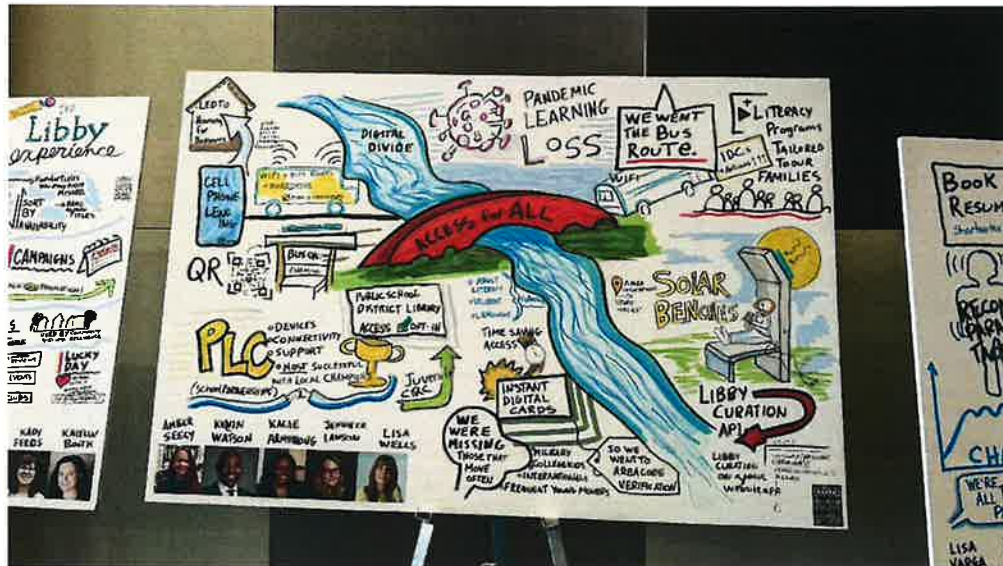
Amber Sealy, Harris County Public Library

Jennifer Lawson, San Diego County Library

Kelvin Watson, Las Vegas-Clark County Library District

Kacie Armstrong, Euclid Public Library

Lisa Wells, Pioneer Library System



This program highlighted how several library systems have used innovative approaches to market digital reading to their communities.

Kelvin Watson from Las Vegas-Clark County discussed several of their programs. These include a grant-funded cell-phone lending program for homeless patrons. These phones have service for 18-months and have apps installed for social services and library services. They have also wrapped city buses with library marketing graphics, and provided access to library services via QR codes posted in bus shelters.

Jennifer Lawson from San Diego discussed instant digital cards. Due to some of their population demographics (transient- (college students, military, new residents), low literacy adults, patrons who speak a language other than English) patrons may not have official documentation of residency yet but still need library services. Instant digital cards verify residency based on cell phone records, and this has been useful for providing access for some patrons that need library service but can't get a full-service card.

Lisa Wells from the Pioneer Library System in Oklahoma installed solar powered benches in her community. These benches provided places for the community to charge devices and access Wi-Fi. They also featured branding for the library system with QR codes to take patrons to their OverDrive site with a collection of materials that do not require a library card to check out.

KAPOW! Harness the Power of Comics and Graphic Novels to Supercharge Your Digital Catalog

Thursday, August 10, 2023 – 1:10 – 1:40 pm

Presenters:

Kenny Cruse, OverDrive

Valentino Zullo, Ursuline College

Eden Julia, VIZ Media

Frederick L. Jones, Saturday AM Publishing



This session featured two manga publishers, as well as a college professor Valentino Zullo. They discussed the incredible rise of comics and manga, and how it is important for libraries to offer these materials to their patrons in all formats. They mentioned that today's comics are just not for "superheroes", but address a wide-range of topics, from graphic memoirs, nonfiction, mental health, and more. One of the biggest takeaways was from Mr. Jones, who stated that children today do not consider characters like Spider-Man and Batman comics characters, but instead they are "movie" characters. If kids think of what a comic is they are looking for manga, not the traditional superhero books from Marvel and DC.

How Fast-Growing Libraries Reach More Readers: Proven strategies and creative insights to engage all parts of the community and onboard more customers

Thursday, August 10, 2023 – 1:40 – 2:10 pm

Rachel Mayfield, OverDrive

Hope Harms, Johnson County Library

Janette Noe, Martin County Library System

Joy Testa Cinquino, Buffalo & Erie County Public Library

This session was all about how libraries leverage various strategies to market their OverDrive services. Johnson County Library uses designated "staff ambassadors" who are their OverDrive liaisons. They also make significant use of the materials found in the OverDrive marketplace. These ambassadors often do outreach at facilities like senior centers to promote OverDrive. Martin County has a large number of book clubs. They used stickers on their physical materials stating that the item was also available through OverDrive. Buffalo & Erie County promoted

their magazines several ways. In addition to a prominent place on their website, they used signage inside the library as well as library marketing emails, social media posts, and postal mailings for a successful magazine launch.

#UniteAgainstBookBans: Advocate for your community's right to read

Thursday, August 10, 2023 – 2:15 – 3:10 pm

Presenters:

Brian Potash, OverDrive

Lisa Varga, Virginia Library Association

Sara Gold, Wisconsin Public Library Consortium

Emily Drabinski, American Library Association



This topical session had several library leaders discussing some of the challenges they have faced regarding the current book banning movement. It was a sobering look at what is going on across the country.

One key takeaway from this session is to be prepared. It isn't a matter of if a challenge is going to happen, it is a matter of when. Libraries need to make sure they have policies and procedures in place for these challenges, including collection development policies and materials consideration policies. These policies should be reviewed annually.

Another takeaway is to talk less and listen more. In today's politically charged environment, you are not going to change people's minds. Don't challenge patrons with "librarian speak". And when dealing with challenges, do not give phone interviews – put everything in writing. Remember the game "telephone" and how what you say can be distorted.

Lastly, library staff need to support each other, realize they are not alone, and don't let challenges derail the good work that they are doing every day. These challenges are being issued by a small minority, and don't speak for all of the other amazing things that libraries and librarians do every day to help their community.

Proven Tools and Strategies to Maximize the Diversity of Your Collection

Thursday, August 10, 2023 – 3:15 – 4:00 pm

Presenters:

Whit Arnold, OverDrive

Alicia Gunther, Monroe County Library System

Hilary Lewis, Carnegie Library of Pittsburgh

Nick Glass, TeachingBooks



Diversity, Equity, and Inclusion (DEI) is a hot-button topic in libraries. This session covered ways that libraries can audit their collection to make sure it reflects the diversity of their patrons.

The first step is to review collection development policies and make sure that buying diverse titles is a matter of policy. OverDrive can run a diversity audit to analyze collections in a variety of areas (race, LGBTQIA+, physical and mental differences) to provide a baseline to show where the collection is currently at, and can run in again in the future to see if you are meeting your library's diversity goals.

Another important aspect is to make sure that these books are reaching readers. Buying materials is not enough: they must be promoted and made visible. They should feature in marketing materials, website promotions, and displays. A newer OverDrive company TeachingBooks offers a collection analysis tool which can highlight the diversity aspects of a list of book titles. This can be helpful when creating book displays.

The Big Business of Audiobooks: Fastest growing book category may be the most important form of reading for your community

Thursday, August 10, 2023 – 4:00 – 5:00 pm

Presenters:

Michele Cobb, AudioFile Magazine

Scarlett Fisher-Herreman, Topeka and Shawnee Co.

Amanda D’Acierno, Penguin Random House Audio

Public Library

Anthony Goff, Blackstone Publishing

Troy Juliar, RB Media, Inc.

Karyn Goodwillie, Parkland Regional Library System

To conclude the day, this session featured several audiobook publishers discussing the business of audiobooks. Audiobooks have seen 11 years of double-digit growth, and are the fastest growing segment of the book market. The majority of listeners are in the 18-44 year age range.

The publishers on the panel discussed the creating of audiobooks. While things are increasingly digital, Blackstone still publishes CDs and plans to for the foreseeable future (their CDs are made on demand so they do not carry significant inventory). Audiobook production is getting bigger, with immersive casts and multiple narrators, sound effects, and celebrity readers. Also, publishers are mining the backlist for titles that previously never had an audiobook adaptation for new content.

The librarians on the panel all mentioned that they have seen an increase in audio as well, and that the biggest challenge that they are facing is limited budgets. Audiobooks are routinely the most expensive OverDrive item to purchase (for example, last year’s *Fairy Tale* by Stephen King costs \$129.99 for 2-years of access). Price seemed to be a taboo subject that OverDrive did not want to discuss at this conference, but it is forefront for libraries in being able to manage their collections to reach the maximum number of users.

Librarian Roundtables

Friday, August 11, 2023 – 8:00 – 9:00 am

During this session everybody at the conference was broken up into small groups of 8 attendees at a table. These groups were organized by library or consortia population served, ranging from 150,000 and under to over 2 million. Each table had a staff member from OverDrive ask questions about what is working in their library with OverDrive and how could OverDrive better support the library. The biggest thing, as usual, is asking if OverDrive can do anything to reduce patron holds times and the prices of items. One thing I mentioned that has been helpful is using the cost per circ model to rapidly fill a batch of patron holds on a popular item. Other librarians at our table were from Illinois, Kentucky, and Indiana.

Actionable Data & Insights: Deep dive into key reports available in Marketplace

Friday, August 11, 2023 – 9:00 – 9:30 am

Presenters:

Kate Connell, OverDrive

Jennifer Fleck, King County Library System

Anne Kennedy, State Library of Ohio

Susan Gross, OverDrive

This session talked about some of the deep analytical reports that OverDrive can run to determine what is going on with your digital collection. OverDrive offers the ability to run a “Sankey diagram” which shows the overall process of holds, from placement to fulfillment.

OverDrive also offers a Holds Intelligence report which shows holds through all the items in your OverDrive collection. This report is useful for finding low-cost CPC titles (or low-cost titles in other formats) to help maximize purchasing decisions. It also easily shows holds that are older than a year so that you can act on the hold or weed the item if it is no longer available. The biggest takeaway is that the sooner a hold is fulfilled and the patron doesn't have to wait for it, the sooner it is turned into a checkout.

Forward Together: The future of your digital branch with the OverDrive Hub and Libby

Friday, August 11, 2023 – 9:30 – 10:00 am

Presenters:

Katie Blachman, OverDrive

Ryan Fish, OverDrive

Heather Valentine-Gold, OverDrive

One of the biggest issues with OverDrive Marketplace is the siloed nature of the purchasing process. OC/OU and CPC titles are in their own separate areas of Marketplace. This session showed improvements in Marketplace that the OverDrive team is working on. This includes a “one shop” approach, in which all formats and purchasing models are displayed together. Notify me tags are now available, showing how many times a title has been recommended for purchase.

Going forward, OverDrive envisions Marketplace as a one-stop area for all aspects of a library's digital collection. Users will be able to promote events and set up campaigns which will be displayed in Libby, new advanced analytics reports will be able to be run, and an easier Marketplace experience for purchasing materials should help libraries better manage their digital collection.

Maximize Patron Engagement with Video: Streaming video has become a must-have component of the library

Friday, August 11, 2023 – 10:15– 11:00 am

Presenters:

Jason Tyrrell, Kanopy

Wendy Crutcher, LA County Library

Janet Cox, Plano Public Library

Alison Kuchta, Kent District Library

This session was all about Kanopy, the streaming video service that is now a part of the OverDrive family of products. Librarians on the panel discussed ways that they have been marketing their Kanopy collections, how Kanopy fills a need for their patrons with a streaming service that they can afford (since it is free from the library), and what Kanopy products have made a difference to their community (examples include The Great Courses, BBC and PBS programming). Jason Tyrrell discussed some of the aspects of how libraries can purchase Kanopy, including Kanopy PLUS packs which are a preset collections of films for a low cost.

Keynote: Eriq La Salle

Friday, August 11, 2023 – 11:00 – 11:45 am



Noted actor, director, producer, and now author Eriq La Salle delivered the keynote speech for the Friday sessions. During his talk he discussed how he always wanted to be a writer, and how this eventually led him to the drama club at high school which in turn led him to a career in acting. He discussed some issues that he had to face throughout his career (such as not being asked back to Julliard after only completing two years) and not wanting to be typecast in Hollywood, which led him to branching out into directing and producing. He also talked about writing his three thrillers: *Laws of Depravity* (2022), *Laws of Wrath* (2023), and *Laws of Annihilation* (2023) and how he'd eventually like to produce/direct and star in their adaptation to film. Regarding the challenges that librarians are facing, he said "We see you, we hear you, we feel you, we respect you, we admire you. We are inspired by you."

Crystal Ball with Steve

Friday, August 11, 2023 – 11:45 am – 12:30 pm

Presenters:

Steve Potash, OverDrive CEO

As always at Digipalooza, OverDrive CEO Steve Potash concludes with a "Crystal Ball" report in which he discusses what he believes is the future of digital library services. One of Mr. Potash's big goals is to provide libraries with better analytics ("put the 'science' in 'library science'") so that they can better manage their collections. He also wants to further OverDrive's mission of access for all, to be sure that all community members have access to digital content. He realizes that AI generated content is something that OverDrive will have to navigate going into the future.

I was very excited when I found out I would be able to attend the 2023 Digipalooza Conference in Cleveland on August 9-11. The digital world is something that I do not know much about. Like many other “experienced” (I’ll refrain from using the word “older,” although that term is starting to fit more and more every year) library users, my typical interactions with books have been in physical form. While I do own a Kindle and have about 400 books squirreled away on it, there is nothing like holding a paper book in my hands, turning crisp pages, plopping in a well-worn bookmark, and reading old school style. I’ve also spent many hours ordering physical books for libraries and processing them when they come in, labeling, stamping, covering, and carefully placing them on shelves for patrons to pick up and enjoy. There is certainly something satisfying and soothing in that entire process. But times are definitely changing.

More and more these days, books are becoming a digital experience, whether it be downloading books to read on a device or downloading audio books to listen to while traveling, doing chores around the house, working in the yard, or just to relax after a long day’s work. In order for libraries to survive and, hopefully, thrive in the 21st century, the business model has to change. Attending Digipalooza offered me the chance to take a peek under the hood of the digital world and better understand the lay of the land from a variety of experts speaking on a variety of topics.

Digital books allow both fast growing libraries and established libraries alike the ability to reach more readers, many of them often in underserved communities. I learned some of the best practices in providing more copies of the hot titles that patrons want when they want them. I’ve found that interest in books is often like interest in supermarket produce; the books must be moved as soon as possible to guarantee freshness and before interest in them wanes and people move on to the next big thing without ever being able to satiate their “hunger.” Nothing is lonelier than a past its prime book languishing on the shelf.

Utilizing digital items is also the perfect way to maximize the diversity of a library’s collection without having to take up too much physical space, which there often seems to be a shortage of. Promoting services like Libby allow for readers of fiction and nonfiction alike to satisfy their desires, as well as magazine readers; services such as Hoopla bring comics and graphic novels into the mix; music can be streamed and downloaded on Freegal; and Hoopla and Kanopy can supply the best of movies and television shows to people’s devices. There really does seem to be something for everyone.

One of the Digipalooza sessions dealt with running reports. Wow, reading a slew of reports sounds fascinating, right? But it is a great way to understand what is going out, how often, to whom, and can go a long way in deciding exactly what your patrons want and making sure you get it to them in a timely manner. It allows a library to focus on specific, sought after titles that can be provided on a limited basis to keep the dreaded wait lists to a minimum and keep patrons coming back.

One other session of note at Digipalooza was on the ever increasing and disturbing topic of book bans, both in schools and public libraries. As staunch advocates of free speech and enemies of censorship, librarian panel members, including the President of the American Library Association, Emily Drabinski, spoke fervently about the need to fight the so called cancel culture. Libraries and their supporters need to keep on doing whatever they can to provide diverse collections of materials for all of our users, not just those who happen to agree with our points of view.

LIBRARY CLOSURES - 2024

<u>DATE</u>		<u>HOLIDAY</u>	<u>AUTHORITY</u>
1/1	Monday	New Years Day	Contract
1/2	Tuesday	New Years Eve Observed	Contract
1/15	Monday	Martin Luther King Day	Contract
2/19	Monday	Presidents' Day	Contract
3/29	Friday	Good Friday	Contract
3/30	Saturday	Easter Saturday	Commission
3/31	Sunday	Easter Sunday	Commission
5/12	Sunday	Mothers Day	Commission
5/25	Saturday	Saturday before Memorial Day	Commission
5/26	Sunday	Sunday before Memorial Day	Commission
5/27	Monday	Memorial Day	Contract
6/14	Friday	1/2 day for Staff In-service (9-1)	Commission
6/19	Wednesday	Juneteenth	Contract
7/4	Thursday	Independence Day	Contract
8/31	Saturday	Saturday before Labor Day	Commission
9/2	Monday	Labor Day	Contract
10/14	Monday	Columbus Day	Contract
11/5	Tuesday	Election Day	Contract
11/11	Monday	Veterans Day	Contract
11/27	Wednesday	Close all branches at 5:00 pm	Commission
11/28	Thursday	Thanksgiving	Contract
11/29	Friday	Friday after Thanksgiving	Contract
11/30	Saturday	Saturday after Thanksgiving	Commission
12/1	Sunday	Sunday after Thanksgiving	Commission
12/13	Friday	All Day Staff in-service	Commission
12/23	Monday	Day before Christmas Eve	Commission
12/24	Tuesday	Christmas Eve	Contract
12/25	Wednesday	Christmas Day	Contract
12/30	Monday	Day before New Years Eve	Commission
12/31	Tuesday	New Years Eve	Contract

**LIBRARY COMMISSION
MEETING SCHEDULE
2024**

6:00 PM

**Mark Twain Conference Room
Civic Center Library**

January 18, 2024

March 21, 2024

May 16, 2024

September 19, 2024

November 14, 2024