

Chelsea District Library
Director's Report
March 2014

Did You Know?

- Did you know that if you work in Chelsea you are eligible for a library card, even if you live outside of our service area?

Why Get a Library Card?

A Chelsea District Library card gives you access to books, audiobooks, magazines, movies, music, and much more.

Download e-books and audiobooks to your smartphone, tablet, or computer—from anywhere—using our OverDrive service.

Your Chelsea District Library card allows you access from home to many online resources. Learn a language, research your genealogy, search reliable health information, find homework help for students of all ages, learn popular software programs, search car repair manuals, find job and career resources, and more.

How Do I Sign Up for Library Card?

It's easy! Non-resident employees will need to bring a letter on business letterhead verifying employment when they come in to register for a card, along with a valid Michigan driver's license or Michigan ID card.

Non-resident employee library cards are good for one year. An updated letter on business letterhead will need to be provided each year to renew the card. Chelsea resident cards are good for three years and require a valid Michigan driver's license or Michigan ID card when signing up for or renewing a library card. For more information, please call Terri Lancaster at (734) 475-8732 x207.

Questions from Last Board Meeting

- Does the board have to approve donations, even if we have a lump sum in the donation income line in the budget?
 - Follow up with the auditors. The board is not required to approve donations. Our practices do not deviate from standards practiced by other municipalities.

Library Board

- Policy Committee
 - Met on March 6 to review and make recommendations to revise several dated library policies. These revisions will be presented to the library board in March.
- Board Retreat
 - The Library Board of Trustees is preparing for its annual retreat on April 12. At the 2010 Board of Trustees Annual Retreat, the board and staff agreed on a five year strategic plan which staff has continued to make progress on. This year's retreat will focus on updating the board about current and future plans, and include an afternoon workshop on the 2015 budget planning process.

Budget & Finances

- 2014 Audit Update
 - The auditors have completed all of their on-site work. I am awaiting their financial statements so that I can complete the MD&A report. I am confident that the audit is on schedule and the first draft will be received in time for the Finance Committee to review before the May board meeting.
- 2015 Budget Planning Process
 - Our management team will begin meeting in April to formulate plans for the 2015 budget. We do not anticipate receiving taxable values documentation from the county until May 1.

Staff

- Staff Members Celebrating an Anniversary
 - Karen Persello, 9 years.
- Spring Programming Highlights
 - Highlights include:
 - The *Midwest Literary Walk* is back on April 26 for its sixth year bringing fiction and poetry to the streets of Chelsea. This year we are proud to bring you several nationally-known and critically acclaimed authors, including Matt Bell, Bonnie Jo Campbell, Mona Jean Cedar, Harry Dolan, Mardi Jo Link, Garret Potter, and Diane Seuss. Detroit beat poet and perennial favorite ML Liebler will also make a return appearance this year.
 - *Authors in Chelsea* will also be returning in March as part of a two day-long celebration. Three nationally known authors (Sue Stauffacher, David Lubar, and Jennifer Holm, author of *Airborn*) will give workshops in Chelsea schools for all 1st, 2nd, 4th, 5th, and 6th graders during the school day. For more information visit aic.chelseadistrictlibrary.org
- Annual Staff In-Service
 - Staff in-service originally scheduled for March 21 will be postponed due to scheduling conflicts. The library will be open for business on that day. A new date has not yet been determined.

Friends of the Library

- Little Libraries
 - The Friends have put together a proposal to build two “little libraries.” A little library offers free books housed in small containers to members of the community. It’s a take a book; return a book, gathering space where community members share their favorite literature. The little libraries would be located in key gathering spots in Chelsea, such as a well-traveled walking path.
- Membership Update
 - The Friend membership drive brought in 20 new members this year, and most have renewed from last year, bringing their total membership to 70. See the assistant director’s report for more details. Congratulations Friends!

Strategic Plan

- Recent progress reports:
 - Collection
 - Bringing consistency to genre labeling - staff is working on books by the same author in multiple locations.
 - In May, we will be launching our new *Zinio* service, which provides users with access to a library of popular magazines such as Country Living, Newsweek, and Rolling Stone just to name a few. The service begins May 1 and allows patrons to download the latest issues to their mobile device. No need to lug heavy magazines anymore. With *Zinio* eMagazines, browsing your favorites is now much more convenient and portable.
 - Website
 - New website design is ongoing, hoping to go live by mid-2014
 - Purchased software in late 2013 to begin making "How To" screen cast videos which we will host on new site.
 - Teens & Tweens
 - A Teen Advisory Board (TAB) that leads to teens taking more responsibility & greater leadership roles in library has been meeting since fall. TAB members are contributing to collection decisions and teen programming.
 - Media Area Space
 - Four goals were agreed upon: 1) reduce reference desk, 2) increase material shelving, 3) improve lighting, 4) find space for brochures. A fifth goal to add seating was agreed upon only if others goals were met.

Professional

- Michigan Library Association (MLA) Advocacy Updates

- State Aid to Libraries
 - Governor Snyder's Executive Budget Recommendation increases state aid to libraries by \$300,000 this year to \$8.8 million. This is the third year in a row libraries have had an increase. This year's budget proposal would give us our highest funding rate since 2009. The House and Senate Appropriations members still have to discuss the budget for each state department. While this trend signifies the importance of libraries and adequate library funding, the funding level still remains far below the recommended level of \$15 million to state aid to libraries.
- Updated Personal Property Tax (PPT) Legislation Passed
 - A 10-bill package designed to guarantee that local governments don't lose any money when the Personal Property Tax (PPT) is phased out is expected to move through the Legislature quickly. Libraries are included in the legislation. Senator Jack Brandenburg (R-Harrison Township) made a special effort to see that libraries were not left out of the bills. The package is being rushed through the House and Senate before the spring recess since the bills change the ballot language voters are expected to see in August. That language will create the alternate funding mechanism local governments will use when the PPT is gone.

The bills encompass two major changes: They do away with the local essential services assessment in favor of a standard statewide system and increase the amount of use tax that the voters will transfer for the state to local government for reimbursement. The legislation will also solidify the reimbursement amounts in statute and not require the dollars to go through the annual appropriations process.
- TIFAs and DDAs
 - Work continues on TIFAs as we urge elected officials to consider legislation that would allow libraries to opt out of DDAs and tax captures whenever a change or renewal occurs. Currently, entities can opt out of any new DDAs or TIFAs, but those established prior to that change in legislation are exempt. Since residents vote to support their local libraries with millage, any tax capture should be done with the approval of that library.
- Millage Elections
 - MLA is watching closely as the Millage election debate continues. Originally the legislation restricted millage elections to November. A substitute bill quickly changed that to August and November. Lately the conversation has turned to a May/November option. MLA is engaged in this issue and will make certain the committee understands the impact these changes could have on library funding.
- Public Library Association (PLA) Annual Conference
 - I will be attending the conference on March 11-15, 2014 in Indianapolis, IN. I am presenting a workshop called "We Geek Advocacy: Using Lessons from Geek the Library," at the conference on March 12. The workshop sold out, which means that we will have a packed house.
 - This program will focus on how lessons from Geek the Library can inform effective advocacy and community engagement activities. Participants will break into groups and develop action items to implement at their organizations.

Outreach

- Broadband (High Speed Internet) Connectivity Progress Report
 - The library has been participating in meetings with Representative Gretchen Driskell, township supervisors in Western Washtenaw County, and school personnel to develop a plan to bring better broadband (high speed internet) services to our communities.
 - We are created a survey to gather data about the current availability and use of broadband service across the County. The survey was designed to gauge the interest and quantify the demand. The response was overwhelming. Between the township halls, the schools, and the libraries in greater Washtenaw County, we received nearly 3000 surveys, which have all been tabulated. Respondents were clear about the need for great broadband service.
 - The committee will meet again on March 14 at the Sylvan Township Hall to discuss next steps.
- Rotary Club

- Cash Bash – I attended this year’s Rotary fundraising event and was pleased to have several staff and board members join me. Our club had another successful year of raising a significant amount of funds to support our local community and international service projects.

Meetings/Conferences Attended

- Summer Reading Program Planning Meeting, 2/10
- Michigan Library Association Millage Workshop, 2/11
- 2015 Budget Planning Meetings, 2/12
- Geek the Library Meeting, 2/12
- Staff Meetings, 2/13, 2/21
- Library Board President, Susan Brown, 2/14
- Jerry Wilczynski, Library Board, 2/14
- Community Foundation of Southeast Michigan, 2/14
- Rotary Meetings, 2/18, 2/19, 2/25, 3/4
- Management Meetings, 2/18
- Library Board of Trustees, 2/18
- Finance Committee, 2/19
- Meetings with Auditors, 2/19
- 5H Community Read, 2/19, 2/26
- Community Broadband Survey Meeting, 2/21
- Business Leaders Luncheon, 2/26
- Elizabeth Sensoli, 2/26
- Bill & Melinda Gates Foundation Interview, 2/27
- Lions Club of Chelsea, 2/28
- Chelsea Mich, 3/5
- Policy Committee, 3/6
- Chelsea Area Wellness Coalition, 3/6
- Michigan Library Association Board, 3/7
- Rotary Cash Bash, 3/8
- Coffee w/Senator Warren, 3/10
- Public Library Association Annual Conference, 3/11-15

Respectfully,

William Harmer