



**DIRECTOR'S REPORT
September 18, 2017**

We have begun the process of strategic planning, working with the Midwest Collaborative for Library Services (MCLS). MCLS is a non-profit, member-driven organization whose mission is to facilitate sharing resources and to collaborate with other organizations to benefit Michigan and Indiana libraries. There will be more about the strategic planning process throughout the fall and winter.

I am spending a lot of my time working on budget changes and budget makeover. I am trying to keep Branch Managers in the loop as much as possible (and as much as wanted).

Recently, I attended the Coldwater Advisory Board and the Friends of the Union Township meeting. In the first meeting, I emphasized the importance of BDL Board approval of policies; in the second meeting, Kimberly Feltner and I emphasized that BDL programs are for everyone in Branch County. Programs may not be restricted to only 1 or 2 township's patrons. It is very unlikely that a branch program will bring in the entire population of Branch County but if it is a BDL program—with BDL staff working on it—then it must be open to everyone.

Several staff members attended a very informative workshop, "Youth Mental Health First Aid. We had Branch Managers from all branches but one, and Jessie Clark came from Algansee. Kimberly Feltner, Jessica Tefft (one of the workshop designers), Keeley Briggs, and I also attended. Just as CPR helps you assist an individual having a heart attack, Mental Health First Aid helps you assist someone experiencing a mental health or substance use-related crisis. We learned about risk factors and warning signs for mental health and addiction concerns, strategies for how to help someone in both crisis and non-crisis situations, and where to turn for help. Topics covered included anxiety, depression, substance use, disorders in which psychosis may occur, disruptive behavior disorders (including ADHD), and eating disorders. The trainer is a Mental Health Outpatient Coordinator with Pines Behavioral Health in Coldwater.

We are hiring for the Public Service Clerk in Union Township branch. We are expecting to hire someone before next week is out.

Submitted by Linda Lyshol



ASSISTANT DIRECTOR'S REPORT September 15, 2017

In addition to taking some personal time in the last month, here's what else has been going on:

- I have implemented the new no-fines policy in Evergreen. We'll be announcing the policy change soon, once we're confident all the pieces are in place.
- I've spent a decent amount of time in Evergreen cleaning up data associated with fines and our upcoming purge of expired patrons.
- I've been going through my to-do list of small, yet still needed, tasks. Nice to clean that out!
- I've been doing some work processing yearbook scans for our digital archive. This is an ongoing project between me, the Heritage room, our branches, and cataloging.
- In the statistical report, I've added a table for our new notary services. It's zeroed for now, but you'll start seeing numbers in it next month.
- I've got our quotes in for computer hardware purchasing this year. You'll find that in the discussion section of the agenda.
- Congrats to our IT team member, Angie, who along with Gina, is now a certified notary. She did her first notarizing yesterday...fantastic!

Submitted by John Rucker



- In library land, September is National Library Card Sign Up Month and also Banned Books Week. Both events focus on access to information with a free library card and celebrating individuals right to read.
- District wide organization of materials continues. All 6 branches will now have materials processed in the same fashion making it easier and more efficient for the Technical Service Department to catalog new materials. All items will arrive at the the branches shelf ready and available for checkout.
- Planning continues for the two staff training days in October. Speakers are being lined up and some topics that will be covered are Service Animals in the Library, Patron Privacy, Digital Library Services, and Customer Service.
- Attended Youth Mental Health Training. This was a workshop that was put together by the Woodlands Library Cooperative that focused on working with youth impacted by mental health. Similar to First Aid, it gave staff an impressive toolkit to assess and deal appropriately if a youth is facing a mental health crisis.
- I also spent some time during the last month catching up on some webinars covering the topics of:
 - Introduction to Title Source 360- Overview of the website BDL uses to order materials
 - Top Ten Tips for Managing Reference Today – Current trends and service models for managing reference

Submitted:
Kimberly Feltner
Director of Public Services



School is back in session and the Teen Services Department is busier than ever! The autumn season has the Teen Librarian and Teen Clerk running programs at 5 of our 6 branches, a teen "afterhours" party, lots of school visits to area schools, and new Teen Advisory Council members.

The Teen Services Department has added "Book to movie Club" into the Sherwood branch's repertoire starting this month. The other four branches are adding 2 additional programs to their schedule, "Books & Brownies" (a book club that will showcase different genres of books and a variety of brownies), and a "Fandom Jeopardy" (a game of knowledge of popular books, movies, tv shows, etc). Thus far, Fandom Jeopardy has been a huge hit, drawing 18 teens for the Coldwater branch's program and six for Quincy. (That's HUGE!!!)

We are also in the middle of planning an afterhours Halloween party for the teens on Friday, October 13th. It will be from 7pm-midnight. It is going to be a lot of fun, and all of BDL is excited for it. Please see attached flyer for all details.

The Director of Public Services and I have been making school visits to Coldwater High School for the past 2 weeks, seeing a total of over 300 students. We've covered all teen library services and all digital services offered here at BDL.

Coldwater Branch Library

Presents

Halloween Lock In

For Ages 13-18

Friday,
October 13

7pm to 10pm

Festive Fall Fun for All

Ghost Stories
with Steve

Games

Life-size Candy Land

Giant Jenga

Mummify your friends!

Scavenger Hunt

Pumpkin Bowling

Pizza Tasting

We'll sample local cuisine and
discover the best pizza around!

Catered by

The Patio

10pm to Midnight

A Spookier Time Not for the Faint-Hearted!

Ghost hunting with

THE SOUTHERN MICHIGAN
PARANORMALS OF COLDWATER



Branch District
Library Coldwater
10 E Chicago St.

Preregistration and parental permission required!
Participants may choose to attend only events before 10 pm if desired

branchdistrictlibrary.org

Results from the Branch District Library Seed Exchange

