



- Several library staff attended a training session in Kalamazoo for next summer's Summer Reading Program, themed "Imagine Your Story". Staff felt that it was one of the best SRP trainings yet, everyone got a lot out of it and came back with great ideas for next summer.
- Lots of year-end administrative tasks are under way. Scheduling this and that, getting notices ready, programming reports, recording new answering machine prompts, etc. December is actually one of the busiest months for all the behind-the-scenes support activities. Glad it's slower in other areas to balance it out!
- There will be some minor changes to branch hours for 2020. Together with the Branch Managers we looked at hourly circulation and computer/wifi use patterns overlaid with our 2019 hours to see places where we might want to adjust. The end result is a slight reshuffle at all locations. Being open Mondays has the potential for staffing difficulties at three of our branches. After consultation with the Public Services Committee, I gave Quincy, Sherwood, and Union the option to cut back hours on a week day to avoid being open six days in a row, and therefore having to work six days in a row. However, all three Branch Managers came up with scheduling options to stay open Monday through Saturday. Quincy Branch will see a 3-hour reduction to help with scheduling. Staff at Quincy won't see a reduction in hours, there will just be three fewer hours they work alone at the desk. These scheduling difficulties were a side effect of reducing the number of full-time clerks to balance the budget this year. Having basically all branch employees full time before made the six-day a week schedule a little easier, for sure, but it wasn't sustainable.

See <https://www.BranchDistrictLibrary.org/hours> for full details.

- As you can see from the November financial statements, with one month to go in the year we are more than \$300,000 below budget, with typical monthly spending of under \$200,000. Consequently, we are ending the year in a good place and there will be no need to amend the budget further.
- In IT land, I performed a server upgrade at the Algansee Branch, getting them onboard with mobile printing and a security camera, among other improvements. Mere days after this, Google announced that in twelve months they are killing their CloudPrint service which we've been using for mobile printing for years. Fortunately, we found a workaround to continue to offer this free service to our patrons. We rolled that out today, to live side-by-side with CloudPrint for the next year until the cancelation. The new process is simple, but does have the downside of requiring being on our library Wifi to print, so no more being able to print to the library printer from home.

Submitted by John Rucker



- Completed a free online training, Introduction to Technical Services and Cataloging. Unfortunately it contained information about a previously used method of cataloging called AACR2. Libraries, around 2013, switched to using Resource Description and Access (RDA) to create the cataloging records that patrons see. Regardless of what method we use, the catalog is the backbone of our library system. A library's catalog serves as the main method used to inform patrons what great items are in our collections. Without the catalog, the library would be an unorganized disaster!
- Attended the Butler Township Meeting. During the public comments, I introduced myself and gave a brief library overview. Event guides were handed out after the meeting was complete.

Marketing:

- Event guides are still being printed for the library branches and local businesses. We have guides at the Bronson city offices, All Things Serenity in Union City, and Infinity Games in Coldwater. We have done the cost analysis of printing and assembling them in house versus using a local printer and have determined that we will be outsourcing printing for our future editions. As of December 13, we have 613 guides out!
- During December, we are having an online voting contest for Branch County's favorite holiday movie, called the "Holiday Movie Smackdown". This fun vote will occur on our Facebook page and a holiday movie favorite will be announced on December 24. Facebook is a challenging platform and we are always having to find new ways to engage our followers. Luckily, Facebook provides detailed insights and data that can help and create posts but it can still be a frustrating process for the staff posting.
- BDL staff are creating a "Best Books of the Decade" list to highlight our favorite reads! This list will be out at our library branches and online before the holiday.

Submitted,
Kimberly Feltner



- On November 19, nine BDL staff members (myself included) attended a 2020 Summer Reading Program designed to encourage fellow librarians and Summer Reading workers to enjoy the struggle and genuinely care because what we do matters and is life changing to those in our communities. It was also a time to get great craft ideas. After the main speaker (Will Stuck) was finished, there was an hour or so of VR goggle exploration which was incredibly entertaining.
- I am so excited to announce our One Book One County (OBOC) book for 2020! *Shores Beyond Shores: From Holocaust to Hope: My True Story* is Irene Hasenberg Butter's story of survival. In its most base form, this memoir is an account of how "the heart keeps its common humanity in the most inhumane and turbulent of times".

Irene's Pappi fights to save his family during the Holocaust, Irene's childhood is lost. Play is restricted. Family and friends disappear. Finally, with the Dutch police at their door comes the reality that Irene's father has not moved his family far enough from Hitler's Germany. By January 1945, the family is struggling to survive a death camp. Irene tends her ailing parents, cares for starving kids, and even helps bring clothes to her Amsterdam neighbor Anne Frank, before her family is offered a singular chance for freedom...providing the Nazi doctor says they are healthy enough. After two weeks of heart-lifting miracles and heart-breaking tragedies, Irene arrives in the Algerian desert to journey into redemption and womanhood, without her parents or brother.

One Book One County is a community-wide project where BDL encourages everyone in the county to read the same book at the same time.

- On Monday, December 9, I attended a Staff Meeting for the teachers at Anderson Elementary in Bronson with Lynnell to introduce the Library1 Card campaign to the staff there.
- On Tuesday, December 12, I attended the "Meet and Greet" for the three remaining Bronson Superintendent applicants.

Submitted by Jessica Tefft