

Freedom of Information Act Request

We had yet another FOIA request for business records from SmartProcure. The request was filled.

Finances

With our bookmobile almost ready, we have cashed out a certificate of deposit that recently matured, to ensure that we have the requisite liquidity as we make the final payment using our fund balance as budgeted.

Personnel

Our Quincy Branch clerk needs to reduce hours, so we have posted for this position, along with one at the Coldwater Branch resulting from a retirement. About 80 applications have been received, and we should start interviewing soon. Thank you to the substitute pool and the management team for helping to fill in as needed in the meantime.

After attending training put on by the State of Michigan Department of Labor and Economic Opportunity on the upcoming sick time changes, I am happy to say that BDL won't need to do much to be in compliance with the new law taking effect in February. For all but a couple employees, our current benefits exceed the new requirements.

Facilities

We had to have some after-hours plumbing work at the Coldwater Branch after an incident with a backed up toilet on the 4th floor that flooded all the way down to the main service desk. Plumbers dredged up enough paper towels from the pipes to fill a 5-gallon bucket. There is no evidence that this was a malicious act, and we have put some signs up in the washrooms to try to educate on the best practices for disposing of paper towels.

A request for proposals for janitorial service [was posted to our web site](#), and I also contacted 3 local companies, including our current provider. Quotes will be discussed in the meeting.

IT Department

The past month has been a busy time in the IT department. We have begun testing for our next Evergreen library system upgrade, scheduled for early October.

We finished the setup of our new "MessageBee" service, which will in effect give Evergreen a cellular phone connection, so that notices going out to our patrons will be more likely to

be received, and get there in a timely manner. This service is scheduled to go live the week of September 16.

Finally, many behind the scenes upgrades were completed: transfer of the web server and all the many components running on it to new hardware; major upgrade of the software running the public website; major operating system upgrades of a half-dozen servers that provide infrastructure around the district.

Meetings and Training

Branch County Literacy Council, Woodlands Library Cooperative.

Submitted by John Rucker

Presentations

In August, our Sherwood Branch Manager, who is also a member of the Union City Rotary, invited me to present to their group. I showcased a range of new services, including the lending of cake pans, hotspots, and other nontraditional items. Several Rotary members were surprised and excited to learn about these items. Their enthusiasm truly reflected the growing interest and demand for diverse library services.

The Young Professionals of Branch County held their monthly September meeting at our Coldwater Branch to learn more about the library system. The event was organized with the help of our Coldwater Branch Manager to provide a dynamic and engaging experience for attendees. The group participated in a trivia game featuring information about our library system, which was both educational and entertaining. Then the group did a building-wide scavenger hunt that allowed them to explore various aspects of the library and discover its resources in an interactive manner.

Library Card Sign-Up Month

Just a reminder that September is Library Card Sign-up Month. This is the time when Branch District Library joins the American Library Association and libraries nationwide to remind everyone of the value of their library card.

BDL is [partnering with local businesses during the entire month of September](#) as part of our celebration. From dining to auto detailing, your library card will unlock local deals. Savor restaurant discounts, blossom with floral savings, and shine up your ride - just by showing your library card. These partnerships highlight the value of having a library card for more than books!

Meetings & Webinars

- Kiwanis Club of Coldwater
- Altrusa Literacy Committee for the upcoming Literacy Sculpture Dedication on the 4-corners.
- State Labor and Economic Opportunity (LEO) webinar on the new changes to Earned Sick Time for employees. Many more webinars are coming up on this topic!

Submitted,

Kimberly Feltner

- The 1000 Books Before Kindergarten program had 8 graduates this year, 4 of which are children of BDL staff! The graduation party was on Saturday, August 17th and graduates received the following or completing the program: a Squishmallow (with a graduation cap on the head), a book, and a certificate of completion. I know I put this in my last board report, but I really wanted to put some pictures in here from the event!



- Staff Training day is rapidly approaching! The library will be closed on October 14th for staff training day. We will be renting a BATA bus to allow staff to see all corners of the library in our county, enjoying some pizza, and learning!
- Family Fright Night planning is well underway! It will be at the Coldwater branch on October 25th from 5PM-7PM.

