

## **Personnel**

After many months of meetings, prep, and waiting, we were finally able to complete our part of the back payments from the start of the year to the matching 401(a) accounts for library staff participating in the MERS 457 plan. Participants should see the deposits in their dashboards now. Empower still needs to process the gains and losses since January 1, so we are waiting on that component still.

I join Cheryl in welcoming Bill Stock to the library. Bill is joining us as our new bookmobile driver and outreach public services clerk. Welcome!

Greg Corless at the Coldwater Branch has submitted his resignation. While sorry to see him leave, we have really enjoyed his time with us and we wish him all the best on his next chapter. We have posted for this open position.

## **Facilities**

At the Union Twp. Branch, a small section of the handrail on the front porch steps fell off the building from a deteriorated mounting bracket. We covered the rough edge on the broken spot since we could not remove it from the bricks, and the township is contacting contractors about a fix.

## **FOIA Request**

This past month we had yet another FOIA Request for employees' work contact information from Florida-based data broker, SmartProcure. This is not protected information, so this request was filled.

## **IT Department**

It's been a very busy month in the IT department. In addition to the usual, there is testing for our Evergreen Upgrade later this month. We continue to do lots of work on our new Catalog front end.

Over the long holiday weekend, I performed a number of major updates to the operating systems for our branch servers and routers. Joining many in the world these days, I loaded some protective measures on our router at the Coldwater Branch to help with AI and malicious traffic, since the Coldwater Branch is where we host our library web site.

I also coded some very useful enhancements to our employee record-keeping system, which were helpful in the recent MERS data upload and the FOIA request received.

## **Meetings Attended**

Library of Michigan Directors, several meetings with Equinox and/or Library staff about our new catalog, BDL Personnel Committee.

Submitted by John Rucker

## Technical Services

The fall catalog cleanup has begun. Reports for selected collection areas are prepared and sent to the branch managers for review. We started with the print magazine collection. A lot of titles have changed their print frequency, moved to an online-only format, or been discontinued. Fortunately, our digital collection on Libby provides access to many great magazine titles.

## Human Resources

Welcome Bill and Kelly to Branch District Library. Bill joins the Outreach Department as a Bookmobile Driver/Clerk, and Kelly is the new clerk at the Union Twp. Branch.

Contributions were entered into the 401(a) plan. There is a steep learning curve with the new record keeper, Empower, and we have several open cases to clarify and correct issues.

## Marketing

Promotion of the fall events is well underway. Some upcoming events include the Bronson Branch's Spooky Story Contest and too many numerous events in October to mention them all. Our craft classes for adults continue to fill out quickly and often have a waiting list. Coming up in October is the celebration of Winnie-The-Pooh's 100th anniversary. Branches have planned activities to celebrate throughout the month, during a week, or across several days. Crazy to think that everyone's favorite honey-loving bear from the Hundred Acre Wood is that old!

## Aspen Discovery Layer

All library staff serving as administrators have access to the Discovery Layer and are actively testing it. Their review has identified multiple issues to report to Equinox. We are working with the list, and launch day is getting closer!

## Library Card Sign-Up Month

Library Card Sign-Up Month is happening now! All locations have special Sign-Up Month library swag (keychains, flashlights, and special items for children) for people who sign up in September. Current cardholders are encouraged to refer friends and family by completing a Referral Sheet to enter drawings with five prize options.



*Sign-Up Month Swag*

## Woodlands Innovation Grant

Every year, libraries in the Woodlands Library Cooperative are able to apply for an Innovation Grant of \$2000. Libraries can purchase anything that is for their communities. This year we got new items for our Library of Things collection. Those included a kid-safe cardboard cutting machine, called Chomp Saw, a carrying case for the Chomp Saw, and a Balloon Column Kit. We also purchased a Chomp Saw for staff use only for programming. Additionally, the grant was used to buy library-branded swag. I am so grateful to Woodlands for this chance to get some extra fun things for the staff and library users!



## Meetings

Kiwanis Club of Coldwater

Aspen Discovery Project

Submitted

Kimberly Feltner

- Our 1000 Books Before Kindergarten Graduation has been my favorite event of the year for four years running now, and August 18th's graduation was no exception. Six kiddos graduated with their caps and gowns, enjoyed cupcakes, and were given large Squishmallows and new books. This program is such an easy way to give your child an advantage - early literacy is the number one indicator of success in life, and I'm so grateful to the parents, grandparents, caretakers, etc that make reading to their kids a priority!
- Our annual Staff Training Day is scheduled for October 12. I've been planning this for a few weeks now and I'm excited about the topics we're covering that day!
- Attended BCCN meeting on August 19th.

