



GRACE A. DOW
MEMORIAL LIBRARY

A City of Midland Department

**REGULAR MEETING OF
THE GRACE A. DOW MEMORIAL LIBRARY BOARD
March 15, 2023 - 6:00 p.m.
City Hall: City Council Chambers**

MISSION

To inspire lifelong learning by connecting people and resources

VISION

To be the most dynamic, accessible, and relevant learning environment in the community

AGENDA – Wednesday, March 15, 2023

Roll Call of Members: MJKellogg

Stephanie Andreasen, Bethany Broderick, Sarah Galt, Gail Hoffman, Julie Hyatt, Alicia Allen

Approval of Minutes:

1. Acceptance of January 18, 2023 minutes: S. Andreasen
2. Additions or Changes to the Agenda: S. Andreasen

Public Comments: This is an opportunity for people to address the board on issues that are relevant to Library business but are not on the agenda.

Special Presentation:

3. Library Supervisor of Technical Services : Monica Anderson – Presentation on Library Collections

Library Communications:

4. Building update: ANDRUS
5. Director's Report: ANDRUS

Old Business:

6. Strategic Plan Goals 2023

New Business: N/A

Announcements

7. Adjournment: next meeting date May 17, 2023 @ 6pm in council chambers.

PROPOSED



GRACE A. DOW MEMORIAL LIBRARY
Library Board Minutes
January 18, 2022 - 6:00 p.m.

Roll Call of Members:

Galt called the meeting to order at 6:04 p.m.

PRESENT: Miriam Andrus, Bethany Broderick, Sarah Galt, Julie Hyatt, Alicia Allen

ABSEBT: Stephanie Andreasen, Gail Hoffman

ALSO PRESENT: Mary Jo Kellogg, Library Administrative Assistant

Approval of Minutes:

1. Acceptance of October 19, 2022 minutes. Motion by Hyatt, second by Allen to accept minutes. Motion carried.

2. Additions or Changes to the Agenda. None

Public Comments: No comment from the public.

Special Presentation:

3. Director of Planning & Community Development: Jacob Kain –
Presentation on Midland City Modern
 - a. Midland City Modern Overview
 - i. New City Master Plan looking 30 years into the future establishing goals, objectives, and strategies to realize the City's vision for the future.
 - ii. Planning Commission is designated by Michigan law to lead and adopt a Master plan.
 - b. Phase One is Complete
 - i. "Imagine It" was used to identify major areas of community interest/concern and develop themes for the plan.
 1. 4 Public Surveys, 5 Midland Moves events, and 23 Stakeholder meetings.

PROPOSED

- c. Phase Two is Underway
 - i. Monthly pop-up studios, Open House events, Board and Commission outreach, E-City Hall surveys, and meetings in a Box.
- d. Discussion:
 - i. What is the role of the Library in the future?
 - 1. Learning, gathering, connecting, pop-ups, bridging gaps to access
 - ii. How do you see the role of the Library changing between now and 2050?
 - 1. Classes to bring people together and a place to connect.
 - iii. What goals do you have for the future of the library?
 - 1. More library users, access to the library after hours, mobile book options, and lock boxes.
 - iv. Are there any updates or issues that can be addressed by this planning process?
 - 1. Possible branch of the Library at the mall.

Library Communications:

- 4. Building update. Phase 3 is not complete due to a circuit board for the fire safety system that needs to be installed. Also, shelving parts that were damaged or the wrong color, need to be replaced in youth services. Which will require a 2 or 3-day shutdown of the lower level.
- 5. Director's Report. Focusing on library card membership over the next 15 to 18 months. Andrus highlighted various programs and events, Winterdaze, Lego Challenge, Rick Mixter, Heart Health, and the Genealogy Society. Andrus shared upcoming events including Hobbies, 101, and Third Grade tours.

Andrus shared new library staff names and positions.

New Theme for Summer Reading Program – “All Together Now” will be used all summer.

Andrus introduced the board to the marketing campaign “Get It @ GADML”, the Library of Things+, and the Library Store.

PROPOSED

Old Business: N/A

New Business:

6. Strategic Plan Goal Review 2022 – Discussed keeping both the following goals in 2023 – (A) Review Library Hours and (E) Target specific areas of the population who do not have library cards.
 - a. New Goals for 2023
 - i. Andrus presented the Library’s Strategic Plan 2013, updated in 2017, indicating what has been completed and what some of the departments are still working on.
 - ii. This discussion will be continued in future meetings.
7. Annual Report to City Council
 - a. Galt suggested forming a sub-committee at the May 17, 2023 meeting and then presenting in either August or September.

Announcements:

8. Adjournment at 7:20 p.m. Motion by Allen, second by Hyatt that the meeting is adjourned. Motion carried. Next meeting date is March 15, 2023 at 5 p.m. at the Library and 6 p.m. at City Hall.

**Grace A. Dow Memorial Library
Director's Report
March 15, 2023**

4. Library Communications: Building Update:

- I. Mechanical systems are 99% complete with configuration of the HVAC software needing to be finished. Construction is 100% complete.
- II. Shelving arrived and was installed at the Library along with end panels. Unfortunately, some of the shelving arrived damaged and the wrong color. We are still waiting on shelving from Burrows, installation will take place later this spring or summer.
- III. The Library's fire alarm system is being serviced to ensure it is in good working condition following the flood.

5. Director's Report:

General Library Programs:

- I. Children's programming
- II. Juvenile Programming
- III. Teen Programming
- IV. Adult Programming
- V. Outreach

Library Staffing:

- I. Barb McIntyre, Part-time Librarian leaving

New Theme and New Collections:

- I. "All Together Now"
- II. "Get it @ GADML"
- III. "Michigan Author's Workshop"

OLD BUSINESS: N/A

6. New Board Goals for 2023

NEW BUSINESS: N/A

Signed Comments:

- **02.09.2023** – I would like the Library to be open on Sundays. Jim P.
- **03.17.2023** – Ya'll are awesome! Thanks for such a fun library that I can take my kids to!
WAHOO! Sierra

Unsigned Comments:

- 02.13.2023 Why does the bathroom near the genealogy room go empty on bathroom (toilet) paper? Third-time so far.

General & Program Statistics 2022-2023 (Circ)

	PAC Sessions	eMagazine, Binge pass	eMusic	Ebook Usage	eAudio Usage	eVideo Movies and TV	Total eMaterial Usage	Database Usage		Adult Circulation	Juvenile Circulation	Basket Circulation	Library of Things
								Sessions	Searches				
July	601	539	65	6,147	4,402	1,331	12,484	703	8,586	11,666	20,199	314	986
August	818	491	68	6,132	4,521	1,639	12,851	814	8,622	12,682	18,454	379	844
September	627	563	53	5,534	4,206	1,037	11,393	765	8,454	11,501	13,920	317	858
October	702	413	65	5,554	4,304	1,583	11,919	794	8,454	10,889	11,267	264	820
November	721	398	56	5,527	4,282	1,090	11,353	651	7,567	11,301	13,260	342	829
December	684	484	76	5,603	4,037	1,277	11,477	638	6,970	11,997	11,671	338	786
January	765	619	61	6,413	4,875	1,818	13,786	1,623	17,900	13,327	14,943	366	969
February	740	533	46	5,967	4,636	1,507	12,689	718	6,710	11,423	14,138	373	927
March							0						
April							0						
May							0						
June							0						
Totals	5658	4040	490	46,877	35,263	11,282	97,952	6,706	73,263	94,786	117,852	2,693	7,019

	Early Literacy Program	Early Lit. Program Attendance	Children's Programs	Children's Programs Attendance	Teen Programs	Teen Program Attendance	Adult Programs	Adult Program Attendance	Total # of Programs
July	8	2188	6	252	4	82	13	261	31
August	8	353	10	1071	6	93	13	736	37
September	7	1259	7	758	11	200	17	806	42
October	17	944	16	805	16	111	22	387	71
November	17	1752	5	140	6	33	5	63	33
December	8	882	9	260	9	91	14	252	40
January	16	1319	5	249	11	206	20	768	52
February	18	486	8	1406	10	397	24	269	60
March									0
April									0
May									0
June									0
Totals	99	9183	66	4941	73	1213	128	3542	366

	MeL Borrowed	MeL Sent	OCLC Borrowed	Patron Count	New Library Cards Issued	Comm. Rm & Conf. Rm Rental	Auditorium Rental	Auditorium Count	Reference Questions	Days Open
July	1018	807	13	10,863	319	43	15	3263	3,671	24
August	1214	920	13	15,570	314	73	4	1104	3,634	27
September	1135	835	18	10,783	305	103	11	1777	3,873	25
October	1021	862	24	10,176	204	101	13	n/a	3,766	25
November	1049	807	13	9,729	211	79	13	n/a	3,116	23
December	908	803	12	10,246	205	81	19	n/a	2,666	24
January	1147	1047	16	12,005	345	112	14	3506	3,610	24
February						82	10	3244	3,189	23
March										
April										
May										
June										
Totals	7,492	6,081	109	79,372	1,903	571	99	12,894	27,525	195