

HASTINGS PUBLIC LIBRARY BOARD OF TRUSTEES

July 11, 2022 4:30pm

1. Call to order
2. Agenda p. 1
3. Public Comments
4. Approval of Minutes p. 2
 - a. June 6, 2022
5. Financial Reports p. 3-4
 - a. May invoices p. 5-8
 - b. May budget report
6. Library Director's Report p. 9-13

Set trustee training date – suggest Monday, Sept. 12 at 4:30 pm
7. Committees
 - a. Budget and Finance
 - b. Building and Grounds
 - c. Personnel
 - d. Policy – next meeting Monday, July 18
 - e. Marketing
 - f. Capital Campaign – Donations and tickets for events
8. Unfinished Business
 - a. None
9. New Business
 - a. None
10. Board Member Comments
11. Adjourn

**Hastings Public Library Board of Trustees
Draft Minutes**

Date: June 6, 2022 – 4:30PM

**Location: Hastings Public Library, 227 E. State St., Hastings, MI 49058
Community Room**

1. CALL TO ORDER

The Meeting was called to order by Newberry at 4:34 p.m.

- Board members present were Kelli Newberry, Norma Jean Acker Jeff Kniaz, Audrey Burton, John Resseguie, Chloe Kelly, Dave Koons and Jane Cybulski.
- Also present was Peggy Hemerling.
- Not in attendance: Cloe Oliver

2. APPROVAL OF MINUTES May 2, 2022 & May 9, 2022

Amend minutes of May 2, 2022. Vote regarding the Lighting RFP should not include Kelli Newberry.

Motion to approve as amended the minutes of May 2 & 9, 2022, made by John Resseguie, seconded by Jeff Kniaz. Motion Approved.

3. APRIL FINANCIAL REPORTS and INVOICES

- a. Motion to approve made by Audrey Burton, seconded by Jeff Kniaz. Motioned approved.

4. LIBRARY DIRECTOR'S REPORT - attached

5. COMMITTEES

- a. Budget & Finance
- b. Building and Grounds
- c. Personnel
- d. Policy – set meeting date for July 18, 2022, for the purpose of reviewing several current library policies. Policy committee to include: Dave Koons, Jeff Kniaz, Chloe Kelly and Kelli Newberry.
- e. Marketing
- f. Capital Campaign – A more volunteers and sponsors for the window auction event on July 26, 2022, are needed. The federal grant for \$180,000 has cleared the first hurdle on the way to possible approval.

6. NEW BUSINESS

- a. Change in office of Secretary: John Resseguie motioned to approve the election of Jane Cybulski as Board Secretary. Motion seconded by Norma Jean Ackerson. Motion approved.
- b. Request from Peggy Hemerling for the board members to have some formal training regarding book challenges and trustee responsibilities in September or October of this year.

7. ADJOURNMENT:

- Meeting was adjourned at 5:04 p.m.

8. NEXT MEETING DATE

- a. Next board meeting on Tuesday, July 5, 2022, at 4:30 p.m.

HASTINGS PUBLIC LIBRARY
Invoices for May 2022
 Prepared for July 11, 2022 Board meeting

Account	Vendor	Amount	Total
Salaries & Wages			\$ 18,776.72
	May	\$ 18,766.72	
Social Security Taxes			\$ 1,394.64
	May	\$ 1,394.64	
Overtime			\$ 38.99
	Mangrove Payroll Services	\$ 38.99	
Fringe Benefits			\$ 9,337.61
	Benefits	\$ 352.18	
Supplies:			\$ 1,106.84
	Demco	\$ 372.49	
	Amazon	\$ 37.50	
	ACE	\$ 16.45	
	Culligan	\$ 680.40	
Disposable Technology			\$ 854.37
	CDW-G	\$ 854.37	
Program Supplies			\$ 54.88
	Amazon	\$ 54.88	
Subscriptions & Publications			\$ 54.99
	Wall Street Journal	\$ 54.99	
Electronic Media			\$ 559.74
	Midwest Tape - Hoopla	\$ 559.74	
Professional Services			\$ 3,182.50
	Kennari Consulting	\$ 3,182.50	
Contracted IT Services			\$ 2,115.00
	Clark Tech. Services	\$ 2,115.00	
Maintenance Contracts			\$ 2,127.43
	Schindler	\$ 2,127.43	
Telephone & Fax			\$ 634.85
	MEI Telecom	\$ 424.36	
	Fusion	\$ 210.49	
Internet			\$ 990.00
	MEI Telecom	\$ 990.00	
Conf/workshop & Profess. Dev,			\$ 30.00
	Pierce Cedar Creek-David & Peggy	\$ 30.00	
Public Utilities			\$ 2,740.67
	City - water & sewer	\$ 283.56	
	Consumers - electric	\$ 2,073.92	
	Consumers - natural gas	\$ 383.19	
Waste Disposal			\$ 46.66
	Les's Sanitary Service	\$ 46.66	

Building Repair & Maintenance			\$ 5,402.00
	Customized Cleaning Service	\$ 5,402.00	
Collection Services			\$ 9.85
	Unique Management	\$ 9.85	
Lost/Damaged Materials Fees			\$ 28.44
	Saranac Clarksville Dist. Lib.	\$ 4.99	
	Flat River Community Lib.	\$ 23.45	
Bldings & Blding Imp.			\$ 16,449.64
	Engineered Electrical Systems	16449.64	
Collection Materials - Books			\$ 752.22
	Baker & Taylor	\$ 546.04	
	Amazon	30.38	
	Barry Co. Agricultureal Society	\$ 40.00	
	Book Farm	\$ 22.45	
	Cengage	\$ 113.35	
Collection Materials - AV			\$ 79.90
	Amazon	\$ 79.90	
Total Invoices			\$ 66,767.94

CITY OF HASTINGS
DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

FUND 271 - LIBRARY FUND

OPERATIONS

OPERATING REVENUES

	THIS MONTH	THIS YEAR	REVISED	THIS YEAR	LAST YEAR	REVISED	LAST YEAR	LAST YEAR
	ACTUAL	FISCAL YTD	BUDGET	YTD % OF	FISCAL YTD	BUDGET	YTD % OF	FULL YEAR
	31-MAY-22	31-MAY-22	2021-2022	BUDGET	31-MAY-21	2020-2021	BUDGET	ACTUAL
271-100-502-000	.00	5,193.98	6,000	87%	4,917.00	6,418	77%	7,293.00
271-100-523-000	.00	.00	0	0%	1,823.50	0	0%	1,823.50
271-100-528-000	.00	.00	0	0%	1,354.00	0	0%	1,354.00
271-100-540-000	6,594.56	12,381.53	10,000	124%	5,342.16	7,000	76%	11,032.16
271-100-566-000	.00	.00	0	0%	.00	1,860	0%	.00
271-100-583-000	10,673.99	403,514.82	420,000	96%	394,935.29	375,000	105%	394,951.47
271-100-637-000	.00	146.00	0	0%	.00	0	0%	.00
271-100-649-000	775.06	7,079.63	5,000	142%	4,454.21	8,500	52%	5,048.76
271-100-651-000	125.00	1,200.25	400	300%	550.25	300	183%	675.25
271-100-658-000	.00	9,994.84	8,500	118%	8,904.70	4,500	198%	8,904.70
271-100-659-000	131.30	1,958.13	200	979%	1,440.48	1,000	144%	1,494.68
271-100-665-000	351.55	762.84	4,750	16%	2,530.96	5,000	51%	2,546.75
271-100-667-000	.00	840.00	200	420%	.00	350	0%	.00
271-100-672-000	1,113.94	6,394.34	1,700	376%	2,395.65	1,700	141%	2,689.07
271-100-674-010	1,164.80	51,753.85	20,000	259%	30,462.80	21,200	144%	51,445.60
271-100-674-020	.00	.00	16,250	0%	.00	16,000	0%	10,000.00
271-100-676-000	.00	.00	0	0%	.00	3,050	0%	.00
271-100-687-000	.00	.00	50	0%	259.49	50	519%	259.49
271-100-689-101	.00	.00	0	0%	.00	200	0%	.00
		151,170.00	151,170	100%	112,610.00	112,610	100%	112,610.00
TOTAL OPERATING REVENUES	20,930.19	652,390.21	644,220	101%	571,980.49	564,738	101%	612,128.63
TOTAL REVENUE & INCOMING TRANSFERS	20,930.19	652,390.21	644,220	101%	571,980.49	564,738	101%	612,128.63

CITY OF HASTINGS
DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

FUND 271 - LIBRARY FUND

OPERATIONS

	THIS MONTH	THIS YEAR	REVISED	THIS YEAR	LAST YEAR	REVISED	LAST YEAR	LAST YEAR
	ACTUAL	FISCAL YTD	BUDGET	YTD % OF BUDGET	FISCAL YTD	BUDGET	YTD % OF BUDGET	FULL YEAR ACTUAL
	31-MAY-22	31-MAY-22	2021-2022		31-MAY-21	2020-2021		
LIBRARY OPERATIONS								
271-790-702-000 FULL-TIME WAGES	7,857.30	88,611.68	97,544	91%	82,541.38	91,738	90%	92,088.85
271-790-703-000 ADMINISTRATOR/SUPERVISOR SALARIES	4,121.62	49,459.43	53,581	92%	48,005.20	52,016	92%	52,006.80
271-790-704-000 PART-TIME WAGES	5,751.62	77,765.03	91,505	85%	77,212.31	91,876	84%	84,913.82
271-790-704-010 PART-TIME WAGES- LIBRARY MAINT	1,046.18	11,565.78	12,051	96%	9,134.65	12,729	72%	9,883.51
271-790-713-000 SOCIAL SECURITY TAXES	1,394.64	16,729.03	19,483	86%	15,856.41	18,999	83%	17,471.61
271-790-713-000 OVERTIME	38.99	133.66	0	0%	33.73	0	0%	33.73
271-790-716-000 MERS DEFINED CONTRIBUTIONS	352.18	3,576.40	5,540	65%	1,816.72	4,303	42%	1,816.72
271-790-717-000 MERS DEFINED BENEFIT PLAN	3,290.46	45,833.62	65,592	70%	38,796.38	40,008	97%	42,074.30
271-790-717-010 MERS DEFINED BENEFIT HYBRID PLAN	634.10	4,991.72	4,214	118%	4,475.27	4,872	92%	4,849.96
271-790-718-000 HEALTH INSURANCE - PREMIUMS	4,733.30	51,115.79	55,717	92%	46,745.90	41,623	112%	51,306.39
271-790-718-010 HEALTH INSURANCE - HSA	.00	1,300.92	0	0%	2,814.06	12,314	23%	2,814.06
271-790-724-000 DENTAL INSURANCE PREMIUM	287.62	3,163.82	3,460	91%	3,163.82	2,703	117%	3,451.44
271-790-724-000 LIFE INSURANCE	39.95	439.45	510	86%	439.45	490	90%	479.40
271-790-726-000 SHORT-TERM DISABILITY	.00	.00	0	0%	.00	1,422	0%	.00
271-790-727-000 LONG-TERM DISABILITY	.00	.00	0	0%	.00	215	0%	.00
271-790-751-000 PROCESSING SUPPLIES	372.49	2,165.85	1,400	155%	1,122.89	1,500	75%	1,290.98
271-790-755-000 REPAIR & MAINTENANCE SUPPLIES	1,680.40	879.19	700	126%	808.40	300	269%	835.86
271-790-760-000 MAINTENANCE SUPPLS - CUSTODIAL	.00	238.98	350	68%	199.21	700	28%	338.01
271-790-761-000 BUILDING SUPPLIES	16.48	1,828.38	1,300	141%	744.92	2,950	25%	2,509.72
271-790-762-000 WELLNESS/MEDICAL SUPPLIES	10.00	191.81	530	36%	691.77	280	247%	691.77
271-790-766-000 DISPOSABLE TECHNOLOGY	854.37	1,841.27	1,900	97%	5,602.67	2,050	273%	5,602.67
271-790-767-000 CLOTHING	.00	.00	300	0%	.00	0	0%	.00
271-790-770-000 PROGRAMMING SUPPLIES	54.88	1,717.36	1,750	98%	1,786.60	3,050	59%	2,304.80
271-790-772-000 PROMOTIONS SUPPLIES	.00	.00	500	0%	459.56	50	919%	459.56
271-790-777-000 OFFICE SUPPLIES	37.50	351.19	1,100	32%	980.49	1,250	78%	980.49
271-790-778-000 PAPER	.00	151.09	500	30%	375.88	500	75%	375.88
271-790-791-000 SUBSCRIPTIONS AND PUBLICATIONS	54.99	1,688.20	1,430	118%	1,072.70	1,500	72%	1,378.53
271-790-792-000 SOFTWARE SUBSCRIPTIONS	.00	3,921.90	4,455	88%	2,410.39	1,870	129%	2,809.39
271-790-793-000 OVERDRIVE	.00	6,111.64	7,350	83%	5,908.28	5,500	107%	5,908.28
271-790-794-000 HOOPLA	559.74	4,856.22	4,250	114%	3,668.94	4,000	92%	4,591.35
271-790-795-000 DIGITAL COLLECTION	.00	.00	0	0%	765.63	1,400	55%	765.63
271-790-796-000 MISCELLANEOUS ELECTRONIC ACCES	.00	1,741.38	1,745	100%	1,741.38	1,750	100%	1,741.38

This is not the fire dept.

CITY OF HASTINGS
DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

FUND 271 - LIBRARY FUND

OPERATIONS

	THIS MONTH	THIS YEAR	REVISED	THIS YEAR	LAST YEAR	REVISED	LAST YEAR	LAST YEAR
	ACTUAL 31-MAY-22	FISCAL YTD 31-MAY-22	BUDGET 2021-2022	YTD % OF BUDGET	FISCAL YTD 31-MAY-21	BUDGET 2020-2021	YTD % OF BUDGET	FULL YEAR ACTUAL
271-790-798-000 LIBRARY CARDS	.00	21.90	0	0%	.00	0	0%	.00
271-790-802-000 PROFESSIONAL SERVICES	3,182.50	33,882.50	0	0%	.00	0	0%	.00
271-790-806-000 LEGAL SERVICES	.00	1,080.00	150	720%	.00	150	0%	.00
271-790-809-000 CONTRACTED IT SERVICES	2,115.00	17,325.03	24,275	71%	24,258.50	21,280	114%	28,008.50
271-790-812-000 PRE-EMPLOYMENT SCREENINGS	.00	816.00	100	816%	158.00	200	79%	158.00
271-790-813-000 DELIVERY SERVICES	.00	2,293.50	1,912	120%	1,472.50	500	295%	1,472.50
271-790-816-000 SECURITY SERVICES	.00	299.88	325	92%	299.88	325	92%	299.88
271-790-817-000 LAKELAND LIBRARY CO-OP SERVICE	.00	2,755.50	3,158	87%	2,817.00	2,577	109%	2,817.00
271-790-818-000 MAINTENANCE CONTRACTS	2,127.43	8,487.43	8,510	100%	8,456.76	7,690	110%	8,456.76
271-790-823-000 OTHER CONSULTING SERVICES	.00	376.00	1,550	24%	470.50	550	86%	470.50
271-790-825-000 LATE/SERVICE FEES	.00	41.92	25	168%	.00	50	0%	.00
271-790-850-000 TELEPHONE	634.85	4,448.09	4,760	93%	4,189.14	4,700	89%	4,823.63
271-790-851-000 MAIL/POSTAGE	.00	273.86	400	68%	472.74	450	105%	466.93
271-790-852-000 INTERNET/TELECOMM SERVICES	990.00	7,125.00	7,620	94%	6,480.00	6,000	108%	6,975.00
271-790-861-000 TRANSPORTATION - MILEAGE REIMB	.00	.00	300	0%	.00	300	0%	.00
271-790-879-000 WEBSITE	.00	.00	210	0%	.00	206	158%	326.17
271-790-880-000 COMMUNITY PROMOTIONS	.00	48.00	600	8%	100.00	400	25%	100.00
271-790-881-000 ADVERTISING	.00	966.55	400	242%	143.98	400	36%	280.45
271-790-887-000 SPEAKERS/PERFORMERS	.00	375.00	1,000	38%	187.50	1,000	19%	187.50
271-790-890-000 ILS FEES	.00	13,350.17	11,667	114%	12,659.92	13,989	90%	12,659.92
271-790-891-000 LICENSES AND FEES	.00	275.85	460	60%	406.00	500	81%	406.00
271-790-892-000 SOFTWARE LICENSES	.00	763.75	750	102%	640.00	750	85%	640.00
271-790-900-000 PRINTING AND PUBLISHING	.00	350.00	150	233%	155.00	150	103%	155.00
271-790-902-000 NEWSLETTER	.00	45.00	400	11%	405.00	400	101%	405.00
271-790-906-000 PROMOTION/MARKETING	.00	.00	450	0%	.00	100	0%	.00
271-790-907-000 SPONSORSHIP/DONATIONS	.00	.00	100	0%	.00	100	0%	.00
271-790-909-000 TRAINING	30.00	363.50	400	91%	124.00	400	31%	124.00
271-790-910-000 PROFESSIONAL DEVELOPMENT	.00	1,806.00	500	361%	287.95	500	58%	287.95
271-790-911-000 CONFERENCES	.00	711.29	2,550	28%	540.00	2,000	27%	540.00
271-790-912-000 MEETINGS	.00	.00	75	0%	.00	75	0%	.00
271-790-915-000 MEMBERSHIPS	.00	1,369.97	1,228	112%	1,212.30	1,053	115%	1,212.30
271-790-916-000 DUES AND FEES	.00	999.50	1,350	74%	346.00	1,250	28%	586.00
271-790-918-000 WATER/SEWER	283.56	2,822.64	3,000	94%	2,343.33	3,000	78%	2,603.63
271-790-919-000 WASTE DISPOSAL	46.66	275.88	330	84%	223.20	210	106%	267.84

CITY OF HASTINGS
DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2022

FUND 271 - LIBRARY FUND

OPERATIONS

	THIS MONTH	THIS YEAR	REVISED	THIS YEAR	LAST YEAR	REVISED	LAST YEAR	LAST YEAR
	ACTUAL 31-MAY-22	FISCAL YTD 31-MAY-22	BUDGET 2021-2022	YTD % OF BUDGET	FISCAL YTD 31-MAY-21	BUDGET 2020-2021	YTD % OF BUDGET	FULL YEAR ACTUAL
271-790-920-000 ELECTRIC	2,073.92	23,471.18	22,000	107%	18,676.40	24,000	78%	20,330.44
271-790-921-000 NATURAL GAS	383.19	4,199.78	4,250	99%	4,032.46	4,500	90%	4,153.63
271-790-929-000 GROUNDS REPAIR AND MAINTENANCE	.00	1,600.00	2,475	65%	256.19	1,000	26%	256.19
271-790-929-010 SNOWPLOWS/SNOW REMOVAL	.00	855.00	2,000	43%	885.00	2,100	42%	885.00
271-790-930-000 BUILDING REPAIR & MAINTENANCE	5,402.00	32,072.97	33,150	97%	15,813.13	9,125	173%	24,584.43
271-790-931-000 EQUIPMENT REPAIR & MAINTENANCE	.00	30.00	1,300	2%	.00	300	0%	.00
271-790-935-000 PROPERTY LIABILITY INSURANCE	.00	8,263.00	9,000	92%	8,536.00	8,000	107%	8,536.00
271-790-939-000 WORKERS COMPENSATION INSURANCE	.00	722.93	900	80%	1,028.66	760	139%	1,028.66
271-790-941-000 PRINTER/COPPER LEASE/MAINT	.00	3,202.92	4,275	75%	3,202.92	4,275	75%	4,270.56
271-790-944-000 INSPECTION SERVICES	.00	490.00	600	82%	346.10	1,710	20%	596.10
271-790-950-000 COLLECTION SERVICES	9.85	233.60	200	117%	241.65	200	121%	250.60
271-790-962-000 LOST/DAMAGED MATERIALS FEES	28.44	138.39	150	92%	121.95	200	61%	121.95
271-790-965-000 PROPERTY TAX REIMBURSEMENT	.00	1,135.21	100	1135%	.00	100	0%	.00
271-790-974-010 LAND IMPROVEMENTS - NON-DEPR	.00	.00	0	0%	2,450.00	0	0%	2,450.00
271-790-975-000 BLDGS AND BUILDING IMP - DEPR	16,449.64	16,449.64	0	0%	.00	24,000	0%	.00
271-790-978-010 TECHNOLOGY - NON-DEPRECIABLE	.00	907.82	600	0%	.00	0	0%	.00
271-790-980-000 EQUIPMENT/FURNITURE - DEPREC	.00	10,718.72	8,800	10%	13,282.99	14,500	92%	13,282.99
271-790-982-000 COLLECTION MATERIALS - BOOKS	752.22	3,488.95	11,730	30%	78.11	0	0%	20,941.11
271-790-982-010 COLLECTION MATERIALS - AV	79.90	1,940.25	2,000	97%	1,220.07	15,000	98%	17,311.71
271-790-982-020 COLLECTION MATS - BEYOND BOOKS	.00	2,047.17	2,000	102%	3,723.91	1,000	372%	1,296.92
TOTAL LIBRARY OPERATIONS	66,777.97	613,261.14	637,992	96%	517,205.04	587,983	88%	594,524.22
TOTAL EXPENDITURES & OUT TRANSFERS	66,777.97	613,261.14	637,992	96%	517,205.04	587,983	88%	594,524.22
NET REVENUES OVER EXPENDITURES	(45,847.78)	39,129.07	6,228		54,775.45	(23,245)		17,604.41



HASTINGS PUBLIC LIBRARY

Explore • Imagine • Grow

Library Director's Report for the July 11, 2022 Board Meeting

Things always speed up in June with the start of summer reading and the end of the fiscal year. This year was no different. Summer reading started June 1 and the 2021-2022 fiscal year wrapped up June 30. The day the reading club started we had families in the building first thing in the morning to get signed up. See Paige's report for more details.

We have been trying to hire a library assistant since last fall with no success until Zachary Franklin applied early in June. Zach graduated from Hastings High School in May and is considering pursuing a career in libraries. He'll be starting attending KCC and will be studying music. He has finished his training and is now responsible for covering the duties at one of the customer service desks during his shifts. I invite you to stop in to meet him and welcome him to the Library.



The capital campaign committee is busy preparing for the Magical Mystery Garden Event and Window Auction to be held Tuesday, July 26. As you know, we will have 18 windows to be sold by silent and live auctions. All the details are falling into place and we're getting excited for the event to take place. There is still room for more guests, so I encourage you to register for the event either by stopping in at the Library or by returning the RVSP card with a check. I believe it will be a fun evening in a beautiful setting.

We have now raised \$800,000, which is great! We really want to push to get to the \$1 million-dollar mark, which is when a donor will start matching donations up to \$100,000. We appreciate every donation we have received.

Unfortunately, I missed work all of the last week of June due to illness. After being down for over a week it was great to feel better and get back to work on July 5th. I want to thank the staff for stepping up and taking care of everything while I was out.

Assistant Director, David Edelman's report:

June has been a busy month with a number of projects completed or still in progress:

- PLA/ATT Grant: The Public Library Association and AT&T are sponsoring computer literacy classes with \$4,000 grants. Our application was submitted, and if successful, we intend to teach one class per month October 2022 through March 2023. Award announcements are expected in August.
- Policies – All are intended to go to the Policy Committee in July for review:
 - Homebound Delivery: Complete and circulating for edits. Process documentation is now being written.

- Remote Work: Written and being edited.
- Programs and presenters: Complete and being edited.
- Controversial Books: a list of books has been created so we can run reports to track their status regularly. If they are checked out and not returned or disappear from the shelves, we can decide on replacing them.
- A fun event is on the calendar for August – magician John Dudley will show kids how to perform magic, plus the Magic Museum in Marshall will have a display in our showcases all month.
- July Volunteer Party: We are thanking our volunteers on Wednesday July 20 with a party from 7pm – 9pm. The Library staff will provide food and the Thornapple Jazz Orchestra will provide the entertainment at the Plaza.
- I watched a webinar on Remote Work that helped inform the new policy being drafted.
- Microfilm rolls for the Nashville News are going to Smith Imaging for a quote to continue digitizing all the local newspapers. Additional 3rd party funding for this may be available.

Circulation Supervisor, Sarah Proulx’s report:

Not much this month from me.

- Still working on an onboarding process. We did fill our open Library Assistant position and we are about half done with training using the redo of the system I have in place.
- Finishing up staff reviews, currently scheduling one on ones with staff for final sign off.
- Still working on a Review of the Library of Things procedures, and contemplating a switch towards a one-time signature agreement similar to hot spot agreements.
- Rental of the Patio has picked up pace since the American Legion was in.
- In process of implementing a two-step check in procedure to cut down on errors during our check in process.

Youth Services Librarian, Paige Brandli’s report:

June has been very busy in the Youth Department!

Summer reading launched on June 1st. As of June 30, we had:

- 32 participants enrolled in the Little Ones challenge
- 260 participants enrolled in the Kids challenge
- 69 participants enrolled in the Teen Challenge

Now that we’re 30 days into the challenge we’re having participants in every day to pick up halfway prizes.

Both Itsy Bitsy Book Club (IBBC) & Preschool Storytime are back in person; with IBBC happening at Tyden Park & Preschool Storytime at the Library. In total we had over 120 attendees at story times throughout the month.



Wrapping Up at Itsy Bitsy Book Club



Elliot St. Jacques drawing a picture of his beautiful Mom!

Other programs have included Sue Picking playing children's music, a virtual visit with Ellen Prager, Oceanographer & Thornapple Woodlands Beekeeping. Sadly, there was only one attendee to the virtual program. Sue Picking and Thornapple Woodlands were very well received by patrons with 31 & 41 attendees respectively.



Some of the attendees at the Sue Picking Concert- they helped her with a song.

No Family Left Indoors was hosted in partnership with Bellabay Realty & Pierce Cedar Creek Institute. There were 63 attendees.



Martha Ports, teen assistant, hosted an excellent Teen Nailed It! Program. The program was inspired by the Netflix tv series Nailed It!, which is a bake off where amateur bakers compete to replicate complicated cakes and confectionery created by a professional baker. It was so popular

there was a waiting list of participants. In total there were 6 teams of two that participated and a total of 44 people attended the event. We will defiantly host another Nailed It! event in the future.



Hard at work decorating



Cake created by our professional



Contestants Final Cakes

The library helps plan and participates in the Very Barry Family Event on the first Saturday of June. This year we had record participation with over 738 people attending!

Marketing & Adult Services, Barbara Haywood

Adult programming was busy during the month with our weekly and monthly activities. We also hosted a couple of family events.

- How to Safely Enjoy the Water with the Great Lakes Water Safety Coalition. They talked about rip currents, playing safely in the Great Lakes, what safety equipment to look for and is available on just a few beaches.
- Scuba, Oceans & Travel with Marty Buehler. Mr. Buehler brought in Scuba equipment, photos and stories from his adventures swimming with the fishes in lakes and oceans. What a great inspiration to travel and include underwater adventures!
- Our walking club had an attendance drop with the heat and earlier time. June was the last month for this weekly event.

Adult Summer Reading had 101 adults signed up by June 30. They have completed 153 activities and 960 days of reading.



HASTINGS PUBLIC LIBRARY
Explore • Imagine • Grow

Monthly Statistics - May 2022

Net Promoter Score*: 87



Physical Library Visits
LY Month[^] 1,959
TY Month 3,525
YTD 49,457



Library Card Holders

	City	Hastings Twp	Rutland Twp	Non-Resident
Total	3,582	899	1,241	89
New	35	12	2	1



Volunteer Hours
LY Month 28
TY Month 102
YTD 1,700



Item Circulation**

	Children's	Non-Children's	Mobile	Total
LY Month	1,905	2,382	n/a	4,287
TY Month	2,753	2,753	379	5,885
YTD	32,013	31,750	3,096	66,859



Wireless Sessions
LY Month 576
TY Month 1,003
YTD 12,106



Inter-Library Loans

	To HPL	From HPL	Total
LY Month	433	441	874
TY Month	417	323	740
YTD	5,513	5,815	11,328



Ancestry Usage
LY Month 463
TY Month -
YTD 1,338



Virtual Programs

	Offered	Attendance	Offered	In Person Attendance
TY Month	1	1	40	1,316
YTD	11	156	456	5,630



Digital Downloads
LY Month 1,525
TY Month 998
YTD 17,160



Computer Sessions

	Adult	Kids	Teen	Mil Room
LY Month	225	13	12	4
TY Month	256	53	30	-
YTD	3,194	573	249	49



Hoopla
LY Month 250
TY Month 268
YTD 3,063



Website

	Sessions	Users	Page Views	Princh Orders
LY Month	1,942	985	3,402	64
TY Month	2,159	1,378	4,097	35
YTD	24,492	15,004	44,536	526

* Net Promoter Score based on patron feedback on weekly email survey (started week of 8/15/21); 80+ = world class, 50-79 = excellent, 20-49 = favorable, 0-19 = good
** Mobile circulation stats are included as of July 2021.