

Leland Township Public Library  
Director's Report December 2020  
ACTIVITY and COLLECTIONS: Attached

**PROGRAMS:**

December 4, Storytime (5)  
December 11, Storytime (13)  
December 18, Storytime (3)  
December 23, Blood Drive (21 Donors- Record Amount)  
January 8, Storytime (7)  
January 15, Storytime  
January 22, Storytime  
January 27, "Let's Talk About Great Writing: Colson Whitehead" with Norm Wheeler  
January 29, Storytime

**LIBRARY OPENING**

The Governor has extended the latest order which keeps Library occupancy at 30% of normal capacity until January 31. We have yet to have a situation where we needed to have someone wait outside due to excess occupancy.

**PROGRAMS**

All but one of the ten books "Nickel Boys" by Colson Whitehead for the next "Let's Talk About Great Writing" with Norm Wheeler have been picked up.  
We have a 4-part program with Abra Behrens author of "Ruffage" scheduled for February. This will be an online cooking class in cooperation with the other county libraries.

**FRIENDS & VOLUNTEERS**

The Friends Treasurer Sue Olenzak is finishing up the books for their fiscal year which ended in December. She will then issue a check equaling 5% of their unrestricted fund balance in accordance with our Memorandum of Understanding which is estimated to be about \$8500.00.

We have returned to having one volunteer per day come in during the week (except Thursday) to help shelve books. Since we have not had a large number of people coming in, having the volunteer which reduces the number of patrons we can have in the building by one, hasn't been a problem. Having the extra help shelving the books is greatly appreciated by Jake who was shelving upwards of 100 books per day along with his normal duties.

**BUILDING & GROUNDS**

Due to the coliform bacteria found in the water supply through routine testing, the well was shock chlorinated and when the bacteria was still detected, the water softener resin beads were replaced. We have had two tests since the resin replacement was completed and both have come back negative for coliform.

**BUDGET INFORMATION:**

Reports for end of December 2020 are attached with this report. With 75% of the FY elapsed, we have spent 60.2% of the budget.

**MISCELLANEOUS**

In keeping with the policy of reporting all donations \$500.00 and over to the board, we have received a \$1,000.00 donation from Nancy and Berkley Duck, a \$2,000.00 donation in honor of Donna Stowe from Mark and Carol Vittert, a \$1,000.00 donation from Gershon Berkson in honor of Jennie Berkson's birthday, and \$1,000.58 has been donated by Jim Carpenter and Becky Reynolds.

**MSCCELLANEOUS Contd.**

We have received an approximately \$750.00 Grant from Newton's Road in Traverse City to purchase STEM Kits for the library to check out to patrons. I coordinated with Laura and Jenifer Zywicki the Secondary School Science Teacher at Leland School to help choose the kits that were purchased for us. Andy Schuck the Youth Services Coordinator at TADL will set these kits up in containers to make checkout easier and they will be delivered to us.

The rules allowing public boards to meet remotely under the Open Meetings Act has been extended to March 31.

I have begun the onboarding process with Hoopla which requires coordination with our ILS provider Biblionix/Apollo to allow patrons into the Hoopla system. I expect to have this completed and be able to go live with Hoopla in the next few days.

I sent out an email to the statewide email list serve requesting contacts for hotspot vendors from other library directors. I was able to establish another contact with AT&T and have ordered two hotspots. These come without a contract so we can cancel at any time. They are \$85.00 apiece and the data plan will cost \$40.00 a month for each. This plan provides 10GB of data per month which we can increase if necessary (at extra cost) and if the data is used up in any given month we will not be charged extra but the bandwidth to the device will be reduced making the internet slower.

The State Report has been filed with the Library of Michigan.

Submitted by Mark Morton