Bay City Public Library
FY2021 Third Quarter Report
May 2021

In-progress/Completed projects
Facility:
- ADA Ramp and automatic doors at both entrances
- Teen Room overhaul ($20,000 – Bay City Library Association)
- Coming soon: Nursing Mother's area

Technology:
- TSLAC Technology Academy Grant (upcoming $10,000 project)
- Online services added: Newsbank (digital national newspapers), Flipster (digital magazines), Tutor.com (free tutoring – grant funded), LinkedIn Learning (coming in April- career/business development – donor funded by BCLA and CDC), Niche Academy (staff training, patron tutorials, and programming).

Programs
- Added a weekly outreach storytime at the Women's Pregnancy Center
- Added programs in Sargent, requests for community use of meeting room has been high
- Summer 2021 is planned and being promoted. 16 registered for Bay City, 3 for Sargent. Program begins June 1st and ends June 30th. Reading Challenge is open to all ages. Grand Prizes include a sand table, bicycle, and HD Fire 10 tablets. (See brochure)
- Library Mini Golf – Friends of the Library Fundraiser – August 10
- Bay City Library Association fundraiser - Fall

Administrative
- 2021 TMLDA Achievement of Excellence in Library Award recipient
- National Voter Registration Act Implementation Plan submitted to Secretary of State to gain compliance.
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FY 2021 Business Plan Objectives

OBJECTIVE	STATUS

• Improve access to technology and internet for citizens by offering internet enabled devices for checkout and adding a dedicated internet service in Sargent.	• Complete and ongoing – Sargent now has an improved internet connection with 24/7 wifi for patrons • Tablet station for in-house use • In line for hotspots that customers will be able to check out • Technology grant: mobile computer lab
• Add online services to further personal, professional, and educational growth.	• Newsbank, Tutor.com, Flipster all added in response to COVID • LinkedIn Learning (paid for by CDC, Bay City Library Association, and Junior Service League) now available
• Add online guides/resource lists for topics of interest, such as business, education, book lists, health, etc.	• Staff developed an Education and Workforce Development list with resource such as websites and apps that would benefit all ages. • Niche Academy provides only tutorials, staff training, and programming
• Improve operational efficiency by improving staffing quantity and quality.	• This was approved as part of the budget process. • Completed in-house analysis of staff and required responsibilities to ensure staff have fair workloads and assigned roles
• Create Marketing Plan and utilize branding in library promotions.	• Began creation of simple marketing plan
• Complete biennial review of Policy Manual.	• In progress
• Improve the usability of Genealogy collection by cataloging available items and digitizing microfilm.	• Set to finish by end of Summer
• Improve the usability of the physical library by continuing to complete categorization of collections, developing and implementing a collection development plan to focus on high use materials, and upgrading furnishings and layout as needed.	• Ongoing • BCLA approved $20,00 towards overhauling Teen Room • Nursing Mother's area being added to part of Women's restroom in partnership with DSHS
• Further develop current programs to maximize success of programming.	• Program calendar is filling up with new programs: monthly program with The Crisis Center, weekly storytime at Women's Pregnancy Center, new programs in the works to begin in Summer and continue after. • More staff are being trained in programming