Bay City Public Library
Fourth Quarter Report
November 2020

Statistics – See 4th Quarter Statistics

<u>Completed</u>
- Sargent Branch reopened in its new facility after 11 month closure **MAJOR!**
- NEW Virtual Library Resource Center:
    - Added Flipster, digital magazines
    - Added Newsbank, online newspapers
    - Added Mango Languages
    - Applied for and received Trull grant to add Tutor.com and advertising for Virtual Library Resource Center
- Participating in Public Library Connect program that allows students at BCISD (and more hopefully) to access our Overdrive collection with their school account. All we had to do was opt in.
- Applied and received TSLAC Library Technology Academy grant which will include an up to $10,000 Technology project
- Added 6 Tablet Self-check Kiosk, allows more access to technology and better social distancing.

<u>In Progress/Upcoming</u>
- Paypal setup still in progress
- Working on automatic doors and ramp project with Public Works
- Reviewing interlocal with County
- 8 week Technology Academy grant course

<u>Programs/Events</u>
- Weekly Virtual Storytime posted to Facebook - Library to Go bags for participants that include craft, book, and resources
- Monthly Book Talk on Zoom (Third Thursday at Noon)
- Virtual Family and Community Health videos on Facebook with Texas A&M Agrilife

<u>COVID measures</u>
- masks required
- staff and patron temperature checks
- quarantine of returned materials
- no in-person programs (will begin to add small group programs in the near future)
- no meeting spaces for non-library affiliated groups
- no lounge seating – staff is currently working on the details on added other seating options for those wanting to study, use their own devices, etc.
- curbside still encouraged

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FY 2021 Business Plan Objectives
- Improve access to technology and internet for citizens by offering internet enabled devices for checkout and adding a dedicated internet service in Sargent.
- Add online services to further personal, professional, and educational growth.
- Add online guides/resource lists for topics of interest, such as business, education, book lists, health, etc.
- Improve operational efficiency by improving staffing quantity and quality.
- Create Marketing Plan and utilize branding in library promotions.
- Complete biennial review of Policy Manual.
- Improve the usability of Genealogy collection by cataloging available items and digitizing microfilm.
- 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.
- Further develop current programs to maximize success of programming.