

Director's Report - May 2024

- Action & Information
 - Parking Lot WiFi
 - James, at the recommendation of the Kent County Sheriff's Department and staff input, has turned off the parking lot's WiFi overnight. The community's safety, the City of Cedar Springs' curfew for minors, and past vandalism that occurred on library property were also taken into consideration before James made the decision. The new hours of availability are 8:00am-10:00pm. Due to one patron's concern, James pushed the hours to 8:00am-Midnight. This is still within compliance of the City's curfew. It was brought to James' attention on May 28th that the parking lot WiFi was acting up. James is working with the IT consultant to remedy the issue.
 - Unhoused individuals at the library
 - James and the Kent County Sheriff's Department are working towards a solution for a small group of unhoused individuals who have been seen smoking marijuana in the library parking lot while the library is open. The issue was first brought to James's attention via patron complaint.
 - Updates to Study Room Use Procedure
 - Due to an increase in demand for the use of the library's study rooms, James implemented a new use procedure. Individuals can reserve a room for up to 3 hours. If there is a reservation after the individual's 3 hours, that individual is asked to vacate the room. If there is no one waiting for the room, the individual can stay until a new reservation is made. Only 1 reservation can be made by an individual per day.
 - Update to Rules for Food in the Library
 - Since public libraries are seen as a free public third space, James has updated the rules for food in the Library. Drinks must be covered or capped (e.g. no open-top cups, mugs, or cans); patrons are asked to clean up after themselves, dispose of trash in the proper receptacles, and be mindful of crumbs; there is still no food or drink allowed by the public computers.
 - Purchase of New Digital Content
 - There was a credit of \$250 for Overdrive Marketplace. James used it to purchase 4 titles from the long holds lists: the e-book copies of *Fourth Wing* by Rebecca Yarros, *Icebreaker* by Hannah Grace, *The Women* by Kristin Hannah as well as the e-audiobook copy of *The Women* by Kristin Hannah totaling \$239.98. James is awaiting the budget approval before he makes any further purchases for the collection.
- Donations

- The library has received several generous donations for our Summer Reading Program, including:
 - Pike's Funeral Home \$250.00
 - Rotary Club \$500.00
 - Stitch & Chatter Sewing Group \$400.00
 - City of Cedar Springs \$100.00
 - Cedar Springs Women's Club \$250.00
 - KFC Bucket of Money \$129.08
 - This makes a total of \$1,629.08
- The Friends of the Cedar Springs Library donated \$600.00 to help with marketing costs for the Summer Reading Program.
- Jerry Hall Donations for the Teen Area have reached \$3,535.00. Melissa is working with the Teen Crew (a Teen Advisory Board) for ideas for the space. James would like to plan a large dedication ceremony when the new space is revealed to the community.

- Usage Stats
 - Programs – We took a break from programs beginning May 20 in order to prepare for the Summer Reading Program Kickoff Week beginning June 10th.
 - Senior Neighbors – 169
 - CTA – 159
 - Storytime – 193
 - Lavender Class – 21
 - Tea Party – 40
 - This makes a total of 582
 - Room Reservations
 - Study Rooms – Avg. 20/week
 - Community Room Rentals – 18