

**CITY OF DEARBORN  
DEPARTMENT OF LIBRARY**

**ANNUAL REPORT  
for  
FISCAL YEAR 2023**

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DEARBORN LIBRARY COMMISSION**

**Betty Adams Library Director**



Henry Ford Centennial  
Bryant Branch  
Esper Branch

## **TABLE OF CONTENTS**

Vision, Mission, Value Statements/Library Roles Statement	2-3
COVID-19 Pandemic	4
Introduction to Department/Highlights of the Year	4-11
Major Departmental Functions	12-13
Organizational Chart	12
Major Funding Sources	14-15
Goals, Objectives, Accomplishments, and Progress Made Toward	
Accomplishing Goals for the Report Year (July 1, 2022 – June 30, 2023)	14-17
Other Significant Efforts during the Year / Library Committees	17-31
Statistical Information Reflecting Everyday Activities	32-33
Photographic Highlights	34-42
Goals and Plans for the Next Fiscal Year 2022-2023	43
Table of Contents/ Visual Representations of Management Information	44-68
2022-2023 Monies Received	44
Library Commission	69
Directory and Library Hours	70

## PURPOSE

The purpose of the Dearborn Public Library is to enhance the lives and experiences of those who live, work, visit and invest in Dearborn by empowering them through connections with others and through access to educational, informational and recreational resources and activities.

## PRIORITIES

- Increase awareness of the Library through marketing and outreach engagement
- Prioritize service to Youth (birth to 18)
- Prioritize service to Senior Citizens
- Unite our Community

## VISION

The Dearborn Public Library brings the community together to foster the spirit of exploration, the joy of reading, and the pursuit of knowledge for all ages, cultures and lifestyles.

## MISSION

The Dearborn Public Library provides a platform for a broad range of quality services and a balanced collection of resources for the educational, informational and recreational needs of the community.

## VALUE STATEMENTS

- Encourage use by all
- Provide a safe, user-friendly environment
- Collaborate with the community, creating synergies and relationships
- Anticipate and respond to community needs
- Stay up-to-date with best practices and technology
- Be good stewards of community resources
- Value and respect the privacy rights of patrons and staff as set forth by the American Library Association

*Purpose, Priorities, Vision, Mission and Value Statements: Adopted October 8, 2021*

## LIBRARY ROLES STATEMENT

### POPULAR MATERIALS:

The library is committed to providing materials that reflect popular culture and trends and which fulfill the community's desire for a satisfying recreational experience.

### REFERENCE RESOURCES:

The library is committed to providing materials that fulfill the community's need for information and answers to questions on a broad array of topics related to work, school, and personal life.

### INDEPENDENT LEARNING:

The library is committed to providing materials that help address the community's desire for self-directed personal growth and development opportunities.

Approved by the Dearborn Library Commission

December 12, 2000

## **COVID-19 PANDEMIC**

Library services and statistics for the FY2022-2023 Annual Report continue to reflect the impact of the COVID-19 pandemic. The FY2022-2023 statistics should not yet be used as a benchmark going forward. Library usage has increased a bit, but we are still seeing lower than normal numbers and believe that patrons are still not as comfortable returning to the library environment. Hours remain slightly reduced at HFCL compared to years past opening at 10am and closing at 8pm. This has proven to be easier to schedule part-time staff who are limited to a weekly 28-hour average.

## **INTRODUCTION TO THE DEARBORN PUBLIC LIBRARY SYSTEM**

The Dearborn Public Library operates the Henry Ford Centennial Library and two branch libraries, the Bryant Branch Library and the Esper Branch Library, which are connected by a wide-area network. The staff consists of 29 full-time employees and approximately 70 part-time employees for a total of 61.41 full-time equivalents (FTEs). While we are budgeted for 70 part-time positions, due to hiring difficulties and turn-over, we seldom have more than 55 part-time staff members.

The Dearborn Public Library's FY2022-2023 adopted annual budget is \$6,835,251. The library's primary service is lending material for home use. This fiscal year we loaned 384,601 items, nearly a 4% increase over FY2021-2022. Digital downloads, which include e-books, e-audio, e-magazines, e-music, and streaming video account for 34.45% of the total circulation.

The next largest service is assisting patrons with research or informational questions either in person, by telephone, through e-mail or social media queries, or by text message.

Our third major service is programming for adults, teens and children. During FY2022-2023, library staff coordinated 1,246 programs with a total attendance of 20,451.

## **HIGHLIGHTS OF THE YEAR**

### **Library Commission**

A nine-member Library Commission, whose members are appointed by the Mayor, governs the library system. (See page 69 for a list of Library Commissioners). Each commissioner serves a three-year term and may be reappointed. The Library Commission deals with library policy, general library oversight, long-range planning, and budgeting. During FY2022-2023, the Library Commission:

- Began the search for a new Library Director, after the retirement of longtime Director Maryanne Bartles (September 2022)
- Updated the Commission Bylaws to reflect annual meeting date change (October 2022)
- Approved an increase to the number of holds that patrons can have on their account; increased from 30 to 80 to allow for MeLCat requests (October 2022)
- Approved changes to the Library's Request for Reconsideration form (October 2022)
- Approved the FY2024 rates & fees schedule-same as previous year (November 2022)
- Approved changes to the Library's Code of Conduct (March 2023)
- Approved agreement form and separate code of conduct for usage of the SparkLab (March 2023)
- Approved updates to the Library's eResources Collection Development policy (April 2023)

- Approved merger of Library with the Dearborn Historical Museum (April 2023)
- After the interview process, the Library Commission chose Betty Adams as the new Library Director (May 2023)
- Approved updates to the Library's Local Author Policy (June 2023)

#### Building Repairs, Upgrades / Capital Projects

- New pick-up locker installed outside of HFCL (August 2022)
- New shelving—new books, paperbacks and CD shelving is installed at HFCL (September 2022)
- New lighter flip tables are purchased for use at HFCL for the FOLD book sales and in room M-30 (September 2022)
- New directories created and installed for HFCL, placed by elevators for way-finding purposes (May 2023)
- Kiosk TV PC setup in server cabinet in Automation, allowing for better functionality at the public facing TV (June 2023)

#### Cost Savings or Revenue Producing

- Received a \$20, 920 LSTA Public Library Services grant through IMLS and the Library of Michigan for programs and signage in both English and Arabic languages for the Esper Branch Library.

#### Customer Service

- Installed a StoryWalk at HFCL along the West side of the building. A StoryWalk is an outdoor reading experience whereby a children's book is deconstructed and the pages of the book are laminated and placed on stakes along a walking trail. As people walk along, they are directed to the next page in the story, encouraging



interactive activity. This was in partnership with Healthy Dearborn and LAHC (Leaders Advancing and Helping Communities). (July 2022)

- A new program called 1,000 Days of Reading is launched to encourage older school aged children to continue their reading habits after they complete the 1,000 Books before Kindergarten program. (September 2022)
- Upgraded the PA system to include the voice of Craig Schuler, CDTV staff person, for all pre-recorded announcements. This allows for better uniformity for messages to the public. (November 2022)
- Changed inactivity timeout setting on public PC's throughout the entire system to give the first warning message after 5 minutes of inactivity. This was to prevent patrons from being bothered by annoying popup messages. (February 2023)
- Purchased bags for patrons to help carry items home, especially for those who check out a lot of items, and for when there is inclement weather. These bags are stronger, with handles for ease of use. Patrons enjoy having this option. (February 2023)
- Holiday book classifications were expanded to include other holidays such as New Year Celebrations, Holi, St. Patrick's Day, Passover, Juneteenth, Diwali, Dia de los Muertos, Hanukkah and Kwanzaa. By adding these other holidays, we are striving to be more inclusive to all in the community. These are in addition to the long standing holiday collections: Valentine's Day, Easter, Ramadan, Halloween, Thanksgiving and Christmas. (April 2023)

- Designed a new bookmark for the public that incorporates information about Library services and Circulation policies. This updated design contains new information and images. (May 2023)

### Library Programs

Adult and Automation Services offered a variety of programs throughout the year. These include:

- D-Lab sessions for media conversion
- Tech Time
- Book & Cook programs
- Author programs
- Best Sellers Book Club
- English Language Learner Conversation Circle
- Spark Lab programs

Youth and Teen offered a variety of programs as well. These include:

- Story times
- Craft workshops
- Summer Reading Challenge

Friends of the Library programs include:

- Blockbuster Film programs
- Topical programs which included
  - When Mark Twain Came to Michigan (March 2023)
  - Evolution of the Beatles (April 2023)

- My 40 Years at Ford Motor Company: "Cast-Iron Charlie" (February 2023)
- The Dearborn Public Library Foundation held its first Juneteenth Essay Contest.

### Programs-Outreach into the Community

Programs held in the community included:

- Tech Times at the senior living residents
- Monthly librarian visits to Allegra Village and Beaumont Commons
- Library card sign-up at local schools
- Farmers' Market
- Perennial Plant Exchange

### Staff Efficiencies/Training/Communication Initiatives

- Staff attended various workshops on a variety of topics for professional development.

### Technology

- NCIP (National Circulation Interchange Protocol and NISO (National Information Standards Organization) are implemented. This allows for better functionality for participation with MeLCat and streamlines the checkout process for both staff and patrons. (September 2022)
- All credit card readers are enabled for Tap and Pay and chip reader functionality (December 2022)
- Reimaged all public PC's at all locations to fix the SAM client for end of day sessions because they were not extending the last hour before closing. (January 2023)

- Created PDF versions of each agency's schedule to make them available from a Google Drive Link. This allows staff to view their schedule when they are away from work and allows for better management of scheduling by supervisors. (January 2023)
- New support tool from ConnectWise is made available for Automation Staff. This allows staff to remote control any device connected to the internet. (March 2023)
- The Book Club Kit reservation software (Kit Keeper) was added as a selectable option from the main menu of the BlueCloud Mobile APP. (March 2023)
- Changed the schedules database to become a Wordpress plugin. (March 2023)
- Enterprise updated to latest version. This update provides increased security customization options and a wide variety of other enhancements. (June 2023)

### Volunteers

- The Friends of the Library-Dearborn (FOLD), through the sale of products such as totes, earbuds, headphones, flash drives and the sale of books at each library, raised \$31,551 for the library.
- During FY2022-2023, the Dearborn Public Library Foundation received a total of \$29,825 in donations including \$25,000 of that as a single anonymous donation for a specified purpose (aiding adult newcomers to the area), donations from the Kroger Community Rewards program and the Amazon Smile program (this Amazon initiative ended February 2023)

- Two volunteers, who manage the Little Free Library at the John Dingell Transit Center, contributed 42 hours of service in FY2022-2023
- Eight (8) English Language Learning (ELL) volunteers contributed 286 volunteer hours conducting ELL Conversation sessions in FY2022-2023
- A total of 33 FOLD volunteers (used book sale and board) contributed 2,991 hours during FY2022-2023
- A grand total of 43 volunteers contributed 3,321 hours during FY2022-2023

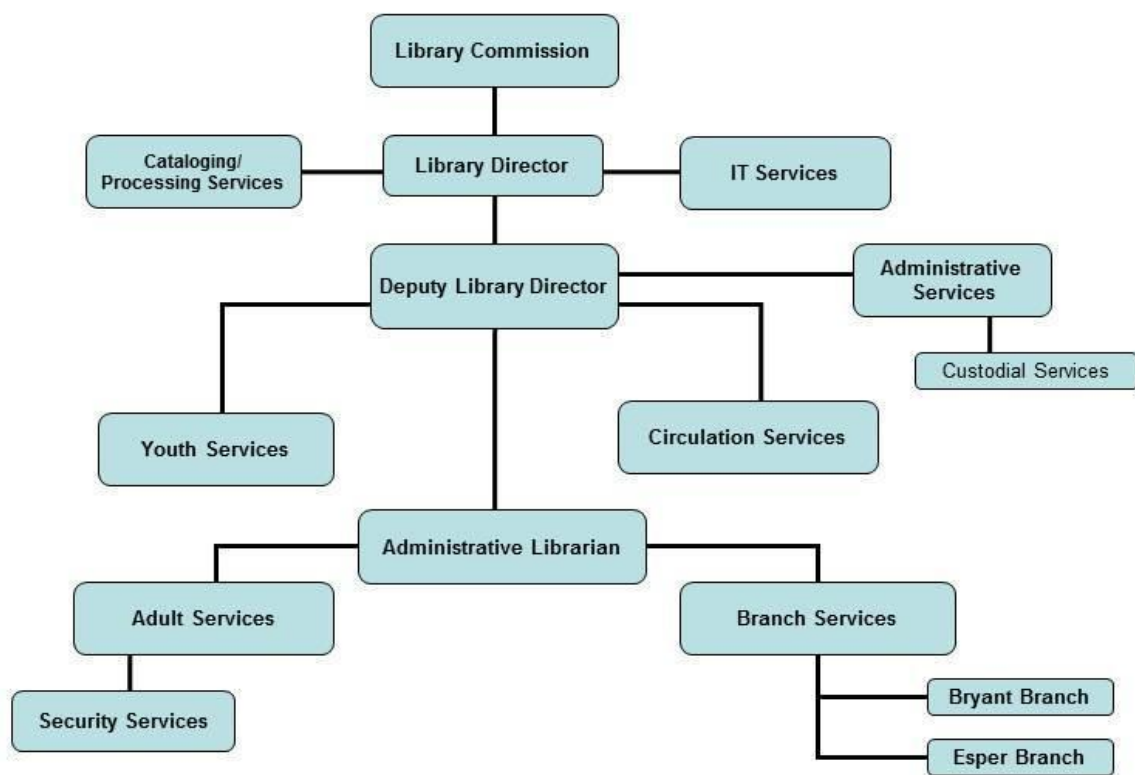
#### Other Significant Activities/Events

- The Dearborn Public Library wins the State Librarians' Excellence Award (SLEA). This prestigious award offers recognition for the robust programs, resources and services that the library provides on a regular basis. (October 2022)
- Held an open house at HFCL to cap-off the month-long celebration of 100 years of library service. The entire month of October saw many different displays, programs and decorations celebrating this milestone. The open house was attended by 250 people, including Dearborn Mayor Abdullah Hammoud, Sylvia Santana and many other dignitaries. (October 2022)

## MAJOR DEPARTMENTAL FUNCTIONS

The Dearborn Public Library, in order to accomplish its mission, operates through four major functions: lending, information, outreach, and public programming. All citizens have access to a wide range of print materials and online resources as well as to

### Dearborn Public Library Organizational Chart



computers complete with internet access and basic software applications. Additional technology services include weekly Tech Time, which offers patrons assistance with their technology devices, and the D-Lab, which offers patrons the ability to digitize photos and other media. General and research databases, digital audiobooks, e-books and e-

magazines, as well as streaming music and video, are also available to library cardholders from their home or office computers and portable devices.

## **MAJOR FUNDING SOURCES**

### **General Fund**

The voter-approved library millage (November 2011 election) dedicates 1 mill to the library system for ten years, effective July 2012. As revenue from 1 mill is insufficient to meet the funding needs of the library, the City Council appropriated an additional .54 mills for library services in FY2022-2023.

### **Penal Fines**

The Michigan Constitution states that libraries will receive revenues from the court system on a continuing basis.

### **Library Aid**

The library receives per capita monies set each year by the State. Under P.A. 89 of 1977, the General Appropriations Bill, we are eligible to receive revenues in the spring of each year. The payment is spread across two checks; one in June and the other in July or August. In order to qualify for library aid money, the library must complete the State report and be open to the public for a minimum of 55 hours per week.

### **Local Community Stabilization Act (LCSA)**

The LCSA Authority levies the local community stabilization share tax under the Use Tax Act, 1937 PA 94, MCL 205.91 et seq, and distributes the revenue generated to local and intergovernmental units of government throughout Michigan under the LCSA Act for local purposes. Public libraries in Michigan receive an annual allocation which is based on the current library millage.

### **Fines and Fees**

The library receives fine payments for selected overdue material. However, the majority



of library material is fine free as of January 2022. Additionally, fees are paid for non-resident cards, obituary lookup fees, proctoring fees, room rentals and lost and damaged materials.

## **GOALS, OBJECTIVES, ACCOMPLISHMENTS, AND PROGRESS MADE TOWARD ACCOMPLISHING GOALS**

**FY2022-2023**

**Goal 1: Continue working with the Dearborn Library Commission to develop a strategic plan for the Dearborn Public Library.**

Progress has been made on the strategic plan. The Purpose, Priorities, Vision, Mission, and Value Statements have been updated. Library staff are now developing goals and activities centered around the identified priorities.

**Goal 2: Continue the upgrade of the Horizon software.**

This is an annual, ongoing goal. The NCIP (NISO Circulation Interchange Protocol) project was begun in December 2021 and completed in September 2022. This allows for better functionality for participation with MeLCat and streamlines the checkout process for both staff and patrons. This project will integrate Horizon with Innovative Millenium to streamline the State of Michigan MeLCat interloan process. The telemessaging server was replaced in June 2022.

**Goal 3: Install new directional signage at the Henry Ford Centennial Library.**

No progress was made on this goal.

**Goal 4: Replace all electrical breakers at the Henry Ford Centennial Library.**

This goal is fully-funded through the Capital Project budget. Preliminary work was done with this project.

**Goal 5: Renovate the Henry Ford Centennial Library auditorium with new carpet, new seating and redesigned ADA platforms.**

JFR Architects were awarded the contract to redesign the HFCL auditorium to include improved ADA seating, new carpeting, new seats and improved A/V access/equipment. Much work was done with the renovation of the Auditorium and completion is expected by the end of calendar year 2023.

**Goal 6: Continue the upgrade of existing analog cameras and install additional security devices (cameras and card swipes) as needed.**

Additional card access points were installed at Bryant Branch, Esper Branch and HFCL.

**Goal 7: Complete the Henry Ford Centennial Library carpeting project.**

No progress has been made on this goal.

**Goal 8: Repair or replace the globe lights at the Esper Branch Library.**

No progress was made on this goal.

**Goal 9: Repair or replace north public entrance doors at the Esper Branch Library.**

Allied Building Services was the awarded contractor for this project. Work was done on this door, however installation had to be redone as there were issues with the first product. It eventually was completed and looks and works very well.

**Goal 10: Renovate the Esper Branch Library public space to create four group study rooms.**

No progress was made on this goal.

**Goal 11: Replace the Bryant Branch Library carpet.**

No progress was made on this goal.

**Goal 12: Inspect and repair the exterior marble at the Henry Ford Centennial Library.**

This was completed.

**Goal 13: Paint both staff and public spaces, as needed, at all Dearborn Public Libraries.**

Painting was completed at Bryant Branch Library.

**Goal 14: Renovate the restrooms in the northwest corridor at the Henry Ford Centennial Library.**

No progress was made on this goal.

**Goal 15: Replace the window tint on the Henry Ford Centennial Library.**

No progress was made on this goal.

## **OTHER SIGNIFICANT EFFORTS DURING THE YEAR**

### **Library Collection Maintenance and Development**

The library's collection of material continued to be the primary focus for the majority of our staff. In FY2022-2023, we allocated \$525,000 to purchase library material.

The selecting librarians choose the library material to be purchased and the Processing staff order, receive, invoice, and process the new material into the system. Approximately 12,644 items were entered into the system, including new material, material being transferred from one library agency to another, and material being repackaged. In addition, 10 donations were added to the collection.

Because we purchase a majority of our cataloging records from our library material vendors, only 53 items required original cataloging by staff.

During FY2022-2023, 14,236 items were deleted. The library collection totaled 202,751 items at the end of the fiscal year. The total value of the collection is \$ 4,268,675.61

Online resources continue to be a popular library service. The library subscribes to a total of 110 databases (21 are paid subscriptions and 89 subscriptions are paid and provided through the Library of Michigan Electronic Library).

### **Circulation Services**

Check out of material by patrons increased 4% over the previous fiscal year, while library visits increased by approximately 3%.

The library has 29,990 active card holders (library card usage during the last three years). Patrons continue to use the library's "hold" service (a request to be put on a list for library material that is checked out). In FY2022-2023, 48,300 holds were placed on physical library material.

The library has 27,620 patrons signed up for e-mail notifications of hold and overdue material. Patrons can also receive notification through text messaging.

Unique Management Services, our collection agency, continues to contact our delinquent patrons, encouraging them to return material and pay delinquent accounts. During FY2022-2023, Unique Management generated \$21,075.57 more in assets (materials and cash recovered) than they billed in fees.

Outsourcing overdue mailers, in its twelfth year with Unique Management Services, eliminates library and City mailroom time spent preparing, printing and processing the

mailers as well as the supplies and postage associated with the mailers. The mailers that Unique Management sends out are much easier to read than the previously used carbon crash mailers and patrons receive them in the same timely manner as when the library staff was responsible for this task. In FY2022-2023, Unique invoiced the library \$4,403.70 for the overdue mailer service.

### **Programing Services**

The library continues to offer a wide range of activities for people of all ages.

#### Children

The Youth Services staff provided a variety of story hours, craft workshops, and contests throughout the year. During the summer of 2022, 411 children registered to read for the Summer Reading challenge. Summer 2023 data will be reported in next year's annual report.

#### Teen

A total of 238 teens participated in teen programs throughout the year. The library's volunteer opportunity for teens is called the Teen Advisory Group (TAG). TAG was formed to help teens in grades seven through twelve earn volunteer hours by assisting with projects that help the library and the community. For each meeting they attend, teens can receive one-to-one hours of volunteer service. During the FY 2022-23, three TAG sessions were held with a total of 12 participants.

#### Adult

The 2022 Adult Summer Reading Challenge attracted 178 adult readers. Total attendance at all adult programs was 9,673.

## **Adult Services**

There were no shut-in deliveries in FY2022-2023

During FY2022-2023, 231 adult book club kits were checked out for a total circulation of 2,310. There are ten books per kit.

## **Automation Services**

**See Technology Highlights, page 9**

## **LIBRARY COMMITTEES**

### **Bookletters Committee**

The BookLetters Committee is responsible for managing the *BookLetters* service.

This service allows patrons to sign up for email newsletters with comments, reading recommendations and information about library services and programs. The

BookLetter with the largest number of subscribers is *BookSizzle*.. *BookSizzle* is sent out to all library patrons who have provided an email address during library card

registration and to those long-term patrons that have subscribed. Besides the weekly *BookSizzle*, 10 staff-generated *BookLetters* were offered in FY2022-2023, including the popular *Staff Picks* as well as flyers for the Youth and Teen programs.

This year we added the Adult Programs BookLetter to the mix of staff generated BookLetters. This BookLetter provides a bi-monthly listing of programs being offered by the Adult Services Agency. There are six Bookletters devoted to youth with 1,341 subscribers and two Bookletters devoted to teens with 344 subscribers total. At the end of FY2022-2023 the *BookLetters* service had 25,583 subscribers with about two

thirds of those being *BookSizzle* subscribers. While an opt-out of email feature is provided, this service remains popular with our patrons.

BookLetters is also the service that manages our patron purchase suggestions.

This allows patrons to notify selectors about books, movies and music CDs that they would like purchased and added to the library's collections. Staff also use

BookLetters to make lists of materials that can be used in Social Media posts and in targeted e-mailings. These lists are linked directly to the library catalog and patrons can place requests on materials that interest them.

### **Circulation Committee**

The purpose of the Circulation Committee is to improve customer service and to solve patron and staff problems concerning the Horizon circulation system. The circulation process has many possibilities for customizing service. Each year improvements in customer service are developed through the efforts of this committee. The main tool of the committee is the *Circulation Manual*, which incorporates the Library Commission's policies as well as system procedures and sample statements for staff to use when interacting with library patrons. In FY2022-2023, the Circulation Committee:

- Allowed for Preschool students as well as Homeschool Co-op students who attend school or classes in Dearborn to apply for a library card (9-2022)
- Held a Supply Drive for Dearborn Fire Fighters Burn Drive. The Library donated 16 boxes to the Dearborn Fire Fighters (5-2023)

### **Collection Development Committee**

The Collection Development Committee is composed of all the librarians in the system, as well as some staff from the Automation department. The committee focuses on common issues involving format of material, ordering, and the library's overall collection.

In FY2022-2023, the Collection Development Committee:

- Added access to print newspaper Yemeni American News (June 2022)
- Added literacy kits, which are kits that teach various skills including phonics, phonics awareness, and vocabulary designed for ages pre-k through 3<sup>rd</sup> grade (August 2022)
- Committee spearheaded adjustments to the Request for Reconsideration form because the greater community saw an uptick in book challenges. (August through December 2022)
- Established a Teen Non-Fiction collection. This small collection of informational books is of higher interest to teens and includes material such as test books, graphic novels; books on social issues, health, college goals and more. (October 2022)
- Updated procedures for purchasing TV shows to allow for relevancy, more current shows and patron demand (November 2022)
- Purchased Playaways (dedicated audio media players) for younger patrons (February 2023)



- Removed all BIB records for CreativeBug and replaced with a complete new record set. Also, uploaded complete record set for BookFlix and TrueFlix records. (March 2023)
- Updated Local Author guidelines (April 2023)
- Updated eResources collection development policy (April 2023)

### **Disaster Preparedness Committee**

The goals of the Disaster Preparedness Committee are to develop and evaluate procedures for emergencies and disasters that could occur at the Dearborn Public Library. This committee works closely with the Security Committee.

In FY 2022-2023 the committee:

- Made significant changes to agency Emergency Guidebooks and produced more Guidebooks for some additional locations within HFCL
- Updated emergency exit maps
- Developed a process giving supervisors remote access to work schedules in the event of an emergency
- Initiated the purchase of items including lanterns, fire blankets and first aid supplies

### **Marketing Committee**

The purpose of the Marketing Committee is to promote the library to the community. This committee also has responsibility for creating and updating general brochures with information about the library system. Using a variety of tools, the committee ensures that

each library program is publicized in the library and through print and online outlets. In FY2022-2023, the Marketing Committee:

- Updated one of the Library's Zoom accounts to "webinar" feature to allow for better and easier access for patrons (September 2022)
- Planned, promoted and celebrated the Library's 100<sup>th</sup> anniversary. A new logo was created just for this event (October 2022)
- Created new logo for the Friends of the Library (FOLD) to update and refresh the brand (January through June 2023)
- Created new Library Card information bookmarks—completely new design and updated layout. Also sent to Bromberg Translation Services for translation into Arabic (March 2023)
- Worked with staff in the Recreation Department to partner with them on their quarterly calendar (January through May 2023)
- Continued to publish the monthly online newsletter, *Library Matters*

### **Patron Email Engagement Project Committee (PEEP)**

The Patron Email Engagement Project Committee (PEEP) was created to enhance the library's outreach attempts using email. The Committee's initial focus is to welcome new library cardholders. Through a series of two emails, the library will inform new patrons about library services. The first email is a Welcome email. The second email, sent two months later, is a promotional email typically highlighting our digital offerings. Additional "special" emails are sent to patrons encouraging them to engage with the library. In FY2022-2023, the PEEP committee:

- Sent out a special Director's Message through the Library Matters email group announcing the retirement of Library Director, Maryanne Bartles with a 48% open rate (August 2022)
- The Committee discovered school email addresses with @dearbornschools.org were bouncing back due to schools turning off all outside email communication and requested that patrons provide personal email addresses moving forward (December 2022)
- Sent a year-end / thank you email from Interim Library Director, Julie Schaefer, through the Library Matters email group with a 43% open rate (December 2022)
- Started updating the email templates to newer, more dynamic/mobile-friendly versions (March 2023)
- Sent a Welcome Back email to users who had library cards with fines erased due to the library going fines free, encouraging them to return to the library without fear of fines with a 47% open rate (March 2023)
- Sent a special announcement email introducing patrons to new Library Director, Betty Adams, and highlighting the Summer Reading Challenge with a 44% open rate (June 2023)
- Determined that open rates for PEEP Welcome/Digital Offerings emails (July 2022 – June 2023) range from 52% to 70%

### **Reference Committee**

The purpose of the Reference Committee is to coordinate reference services throughout the system. The committee has a major responsibility to continually review reference

services and to recommend purchases of material. The committee must rank the value of each service and decide which formats are best for the community. In FY2022-2023, the Reference Committee:

- Evaluated and decided to purchase new calendar software—Local Hop allows integration of events and has many other robust features than our previous calendar (December 2022)
- Evaluated print reference collection and decided to withdraw a lot of old print material and interfile the remaining with the circulating non-fiction (April 2023)
- Added digital access for patrons to the Dearborn Press and Guide (June 2023)
- Evaluated and added a new online resource—A to Z Food America and World Foods, which gives patrons a wealth of information about food, including full recipes from cultures all over the world (June 2023)

### **Security Committee**

The Security Committee was created to help develop policy and procedures to ensure the safety of library patrons and staff members.

During FY2022-2023, the Security Committee:

- Worked with city officials on logistics of using HFCL as a safety location in case of emergency for Homecoming Festival which was moved to the grounds behind the library (August 2022)
- Created evacuation maps for emergencies and posted them in various areas at HFCL (December 2022)

- Committee made changes to the Library's Code of Conduct and sent to the City's Legal Department for review and approval. Sent final version to Bromberg Translation Services for Arabic and Spanish translations. (August 2022 through April 2023)
- Committee evaluated and decided to purchase software for tracking patron incidents. PITS—Patron Incident Tracking Software (February 2023)
- Some members of the committee met with Jim Rodgers, the City's Fire Department Emergency Coordinator to review HFCL's emergency plan. Jim Rodgers created a concise document for our use (April 2023)
- Viewed or attended virtual training webinars on security-related issues (August 2022-May 2023)
- Carved out a niche spot on the 2<sup>nd</sup> floor at HFCL for a security station. This helps with monitoring of activity on 2<sup>nd</sup> floor (June 2023)

### **Social Media Committee**

The purpose of the Social Media Committee is to create, organize and manage our social media communication on behalf of the library. More and more patrons are reporting that social media is their preferred method of obtaining information from the library. The library hosts Facebook, Twitter, Instagram and TikTok accounts. In FY 2022-2023, the Social Media Committee accomplished the following:

- Continued to promote library services and engage users through the library's Facebook page. The library currently has over 2,800 followers and users engage on an average of 54 times per day
- Maintained a minimal presence on X (name changed from Twitter in April 2023) with over 1,200 followers. Number of followers has slowly declined as use of the platform overall continues to decline.
- Continued to promote the library through our Instagram account which currently has over 2,290 followers and reaches an average of 273 users per day.
- Continued to post videos of virtual programs on our YouTube channel, with users watching 325.4 hours of video.
- The Library's TikTok account was going well and gaining traction, but because of security related concerns, the City asked departments to stop (2-2023)
- This committee worked diligently in promoting all the different events for the 100th Anniversary celebration in October 2022.

### **Volunteer Committee**

The purpose of the Volunteer Committee is to offer opportunities to train and retain high quality volunteers for the Dearborn Public Library. Our volunteers perform a myriad of duties, all of which are an integral part of the library's operations.

#### English Language Learning Volunteers (ELL)

The English Language Learning (ELL) Conversation Circle (formerly English as a Second Language ESL) continues to assist community members in improving their English language skills.

#### Dearborn Public Library Foundation

The Dearborn Public Library Foundation seeks to benefit, promote and enhance the library system by building strong public-private partnerships with individuals, businesses, and community organizations that share their mission for creating a stronger library that is meeting the needs of the community. During FY2022-2023, the Foundation:

- Welcomed new board members in December 2022 Brianne Goodman, Erin Snaroo, and Mikki Kollman. As of fiscal year end, the Foundation Executive Board members are President Julia Kapilango, Vice-President Leslie Windless, Secretary and Treasurer Brianne Goodwin. Other board members include Anne Gautreau and Brian Church. Zacki Khaled finished up his term as Treasurer, assisting with the transition of the new board members and resigned. The board is grateful for his dedication as well as Brian Church for his continued support.,
- The Direct Mail Campaign was not sent out in 2022 and work was focused on a business campaign for the end of calendar year 2023
- Other sources of income include the Kroger donation program as well as Amazon Smile, but that program ended in February 2023. Kroger continues to provide a small but steady income.

#### Friends of the Library-Dearborn (FOLD)

The Friends of the Library-Dearborn (FOLD) is a vital volunteer group that encourages the community's support of the library. They hold monthly lectures featuring local authors and speakers and mail a newsletter to all their members. In addition, they conduct a monthly used book sale and the proceeds are deposited in the Library's designated purposes account.

During FY2022-2023, FOLD raised \$31,551 through the sale of used books and merchandise.

During FY2022-2023, 33 volunteers (Book Sale and Board) contributed a total of 2,991 hours of volunteer service.

### **Youth Services Committee**

The purpose of the Youth Services Committee is to promote reading through programs, collections, and service to children and their families. The committee actively pursues methods of marketing the library and its resources to the community. In addition, the committee reviews all requests for changes in service and shares information in ways to improve service, programming, and library collections. In FY2022-2023, the Youth Services Committee:

- Continued offering and promoting a nationwide program entitled *1,000 Books Before Kindergarten*, which is a free program to encourage families to read with their young children. By keeping track of the number of books read daily, weekly, or monthly to their young child, families can earn rewards along the way. The greatest reward is, of course, a strong foundation for youngsters as they begin their formal education. A strong base in literacy will improve their experience overall as students.



- Expanding on that program, 1000 Days of Reading is also offered now for kids in Grades K-6. They earn a free book for every 200 Days of reading. That adds up to 5 new books for them to keep! When they reach 1,000 Days, the library will dedicate a book in the library collection in their name. The challenge can be completed by the last day of eighth grade, as long as the student is registered by the end of 6th grade.
- Dolly Parton Imagination Library was launched by City Administration and announced at HFCL (9-2022)
- Supported Freedom to Read at schools and the library by working with community and school leaders because of the issues with book banning. This Committee reviewed the request for reconsideration procedure and gave input for the changes to this document.

### **Website Committee**

Under the Website Committee's guidance, the Dearborn Public Library website thrives as a central hub for news, programs, and resources. With bi-monthly meetings, the Committee ensures user-friendly navigation and addresses users' needs. The committee has added new online resources, integrated Summer Reading programs, and expanded the site with a dedicated page about the innovative Spark Lab. Reorganizing online resources pages and facilitating staff's work from home were other successful initiatives. Additionally, the Committee manages the Dearborn Library app, enhancing accessibility and user experience.

## DEARBORN PUBLIC LIBRARY - STATISTICAL INFORMATION

	<b>2022-2023*+</b>	<b>2021-2022*+</b>	<b>Percent Change</b>
Circulation (Transactions)	384,601	370,588	+4.00%
Traffic (Individual Visits)	205,826	200,013	+3.00%
Collection (Items)	202,751	202,520	+0.11%
Collection (Titles)	135,537	134,187	+1.00%
Registration (Borrowers)**	29,990	27,371	+10.00%

\*\* Patrons who have renewed their card within the last three years

### Detailed Collection Statistics

<b>Items</b>	<b>2022-2023</b>	<b>2021-2022</b>	<b>Percent Change</b>
Books, Adult	66,487	65,975	+0.77%
Books, Juvenile	72,143	59,672	+21.0%
Books, Reference	1,881	1,979	-4.95%
Periodicals	8,498	8,330	+2.0%
DVDs	36,479	37,432	-2.54%
Compact Discs, Music	11,315	11,909	-5.00%
Books on CD	3,473	3,564	-2.55%
Video Games	1,048	1,194	-12.00%
USB Language Kits	N/A	10	-100.00%
Book Club Kits, Adult	153	151	+1.32%
WiFi Hotspots	29	28	+3.57%
Laptops	8	8	0.00%
Playaway Launchpads	17	N/A	+100.00%

Items	2022-2023	2021-2022	Percent Change
Power Bank	3	N/A	+100.00%
Teen Audiobook Player	20	N/A	+100.00%

### Programs

2022-2023 Number of Programs	2022-2023 Attendance	2021-2022 Number of Programs	2021-2022 Attendance	Percent Change	
				Programs	Attendance
1,246**	20,451	986*	16,570	+26.37 %%	+23.42 %

\*\*Programs were both online and in-person

\*All programs were online. Decrease in the number of programs is attributable to the COVID-19 pandemic.

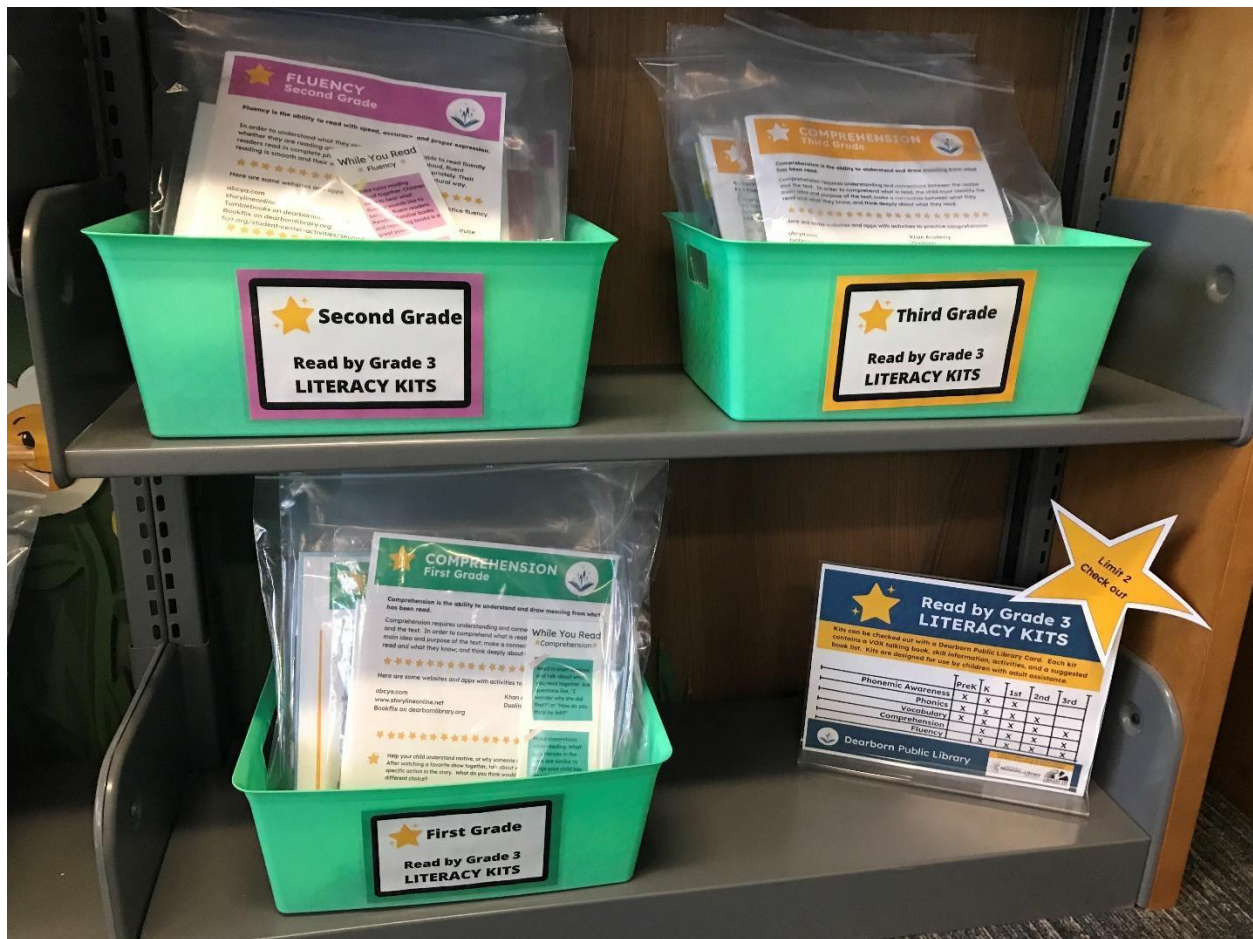
While the number of programs decreased, we did not see the same percentage decrease in attendance. Online programs have a better attendance than in-person programs.

## Photographic Highlights

FY2022-2023



**Bryant Mural Restoration**



## Literacy Kits





**Esper Branch Library  
Bilingual Story Time**



**School Children Tour Visit**





**100<sup>th</sup> Anniversary Celebration,  
Henry Ford Centennial Library  
Display**



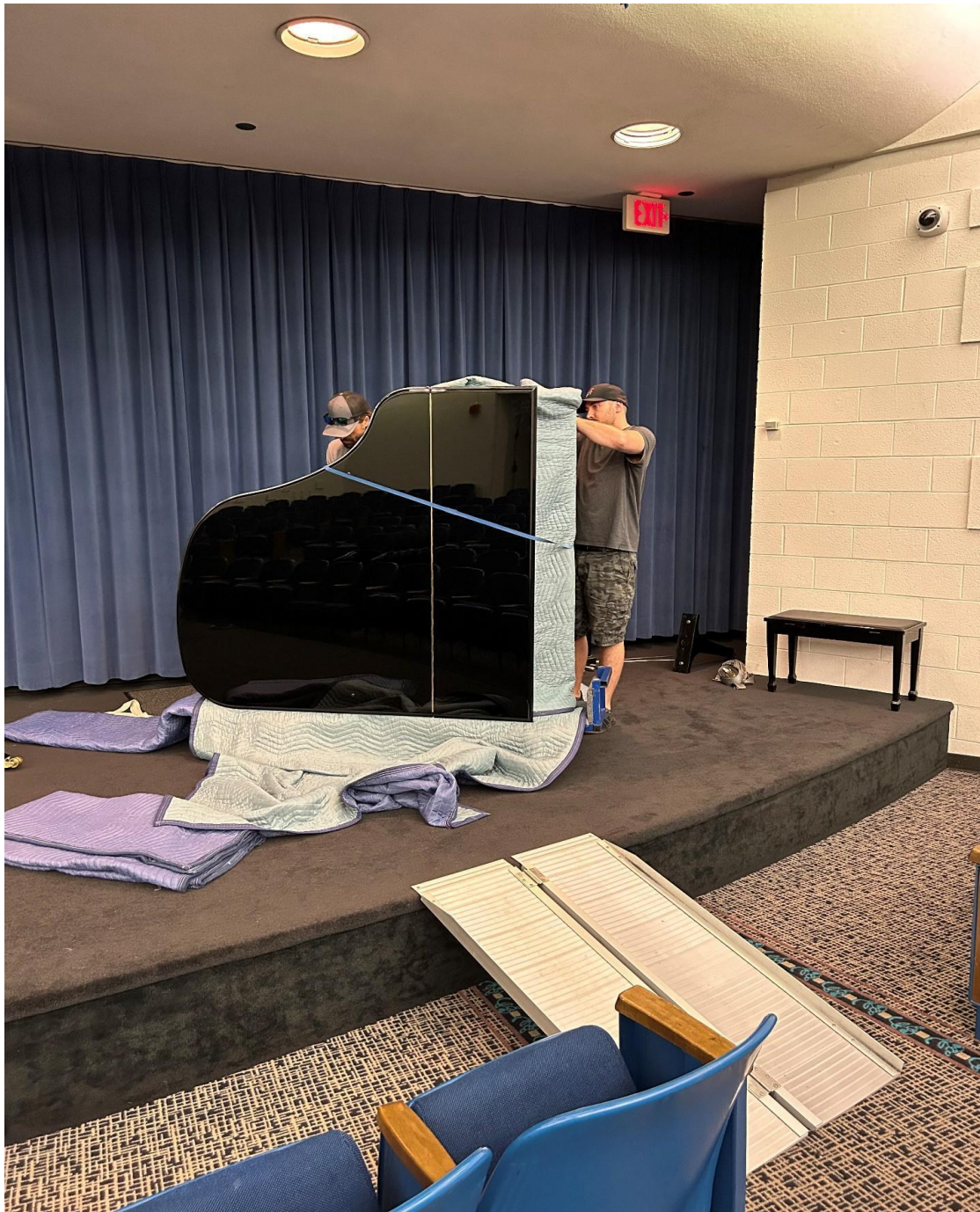


**100<sup>th</sup> Anniversary Celebration,  
Bryant Branch Library Display**



**100<sup>th</sup> Anniversary Celebration,  
Staff and Dignitaries**





**Auditorium Renovation Preparation**



**Window Decoration at  
Esper Branch Library**

**GOALS AND PLANS FOR THE NEXT FISCAL YEAR  
2023-2024**

**Goal 1: Continue working with the Dearborn Library Commission to develop a strategic plan for the Dearborn Public Library.**

**Goal 2: Continue the upgrade of the Horizon software.**

This is an annual, ongoing goal.

**Goal 3: Install new directional signage at the Henry Ford Centennial Library.**

**Goal 4: Replace all electrical breakers at the Henry Ford Centennial Library.**

**Goal 5: Complete the Henry Ford Centennial Library carpeting project.**

**Goal 6: Repair or replace the globe lights at the Esper Branch Library.**

**Goal 7: Renovate the Esper Branch Library public space to create four group study rooms.**

**Goal 8: Replace the Bryant Branch Library carpet.**

**Goal 9: Paint both staff and public spaces, as needed, at all Dearborn Public Libraries.**

**Goal 10: Renovate the restrooms in the northwest corridor at the Henry Ford Centennial Library.**

**Goal 11: Replace the window tint on the Henry Ford Centennial Library.**

## MONIES RECEIVED

		ACTUAL MONIES RECEIVED	
	Account	2022-2023	2021-202
Federal Grants	271...330.01-90	\$37,268	\$21,032.16
Library Aid Grant (2 checks received)	271...330.04-30	\$111,523	\$96,589.75
Local Community stabilization Authority (LCSA)	271...330.05-14	@\$1,218,500	@\$1,537,967
Penal Fines	271...330.07-12	\$67,873	\$59,693.42
Non-Resident Library Card	271...341.80-35	\$2,061	\$1,777
Copier, Printer, Microfilm	271...341.80-40	\$25,002	\$19,169.63
Library Fees	271...351.40-00	\$9,877	\$10,788.31
Chamber Lease	271...363.10-01	\$4,487	\$7,106.86
Library Room Rental	271...363.20-05	\$0	\$160.00
Donations (Includes Fecko Trust)	271...365.90-00	\$4,749	\$5,551.40
Operating Expenses (Reimbursements)	271...366.80-00	\$28,066	\$32,087.58 (includes e-rate reimbursement & Chamber utilities))
Miscellaneous	271...369.90-00	\$1,159	\$358.21
Vending Machine	271...368.05-00	\$821	

Friends of the Library-Dearborn Used Book Sale & Merchandise sale	276...341.60-90	\$31,551	\$29,390.53
Friends of the Library-Dearborn	276...365.90-00	\$41	\$ 572.22



# TABLE OF CONTENTS/ VISUAL REPRESENTATION OF MANAGEMENT INFORMATION

	<u>Page</u>
Patrons Added to System for First-Time	46
Active Library Card Holders - End of Each Fiscal Year	47
Resident Card Holders as Percentage of Population	48
Active Users	49
Active Users by Age and Gender	50
Total Circulation	51
Branch Percentage of Circulation	52
Type of Circulation: Checkout/Renewal/Download	53
Circulation by Format	54
Circulation by Collection	55
Circulation – Digital Downloads	56
MeLCat Circulation	57
Per Capita Data	58
Request and Holds	59
Computers	60
Online Database Usage	61
Library Visits	62
Library Visits by Branch	63
Library Programs	64
Library Programs by Age Group	65
Youth Programs by Branch	66
Young Adult Programs by Branch	67
Adult Programs by Branch	68

Patrons Added to System for First Time

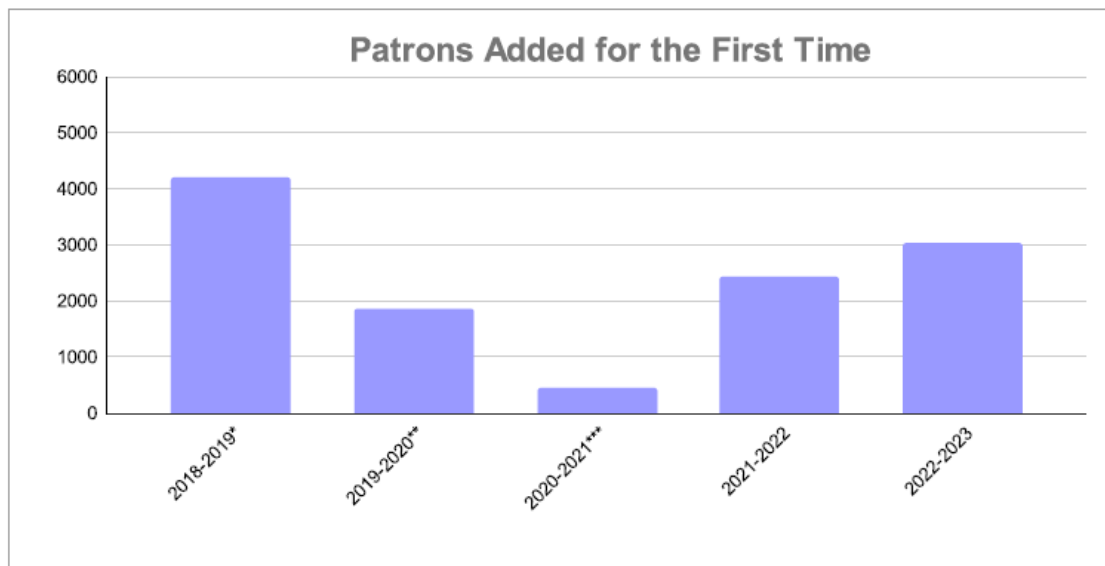
**First Time Registrants**

2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
4,210	1,875	446	2,444	3,029

\*The Henry Ford Centennial Library closed for renovations: May 20, 2019 through the end of the fiscal year

\*\*HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID-19 crisis

\*\*\*During the COVID-19 crisis, all libraries operated by curbside only or curbside plus limited hours for all of FY 2020-2021





### Active Library Card Holders End of Each Fiscal Year

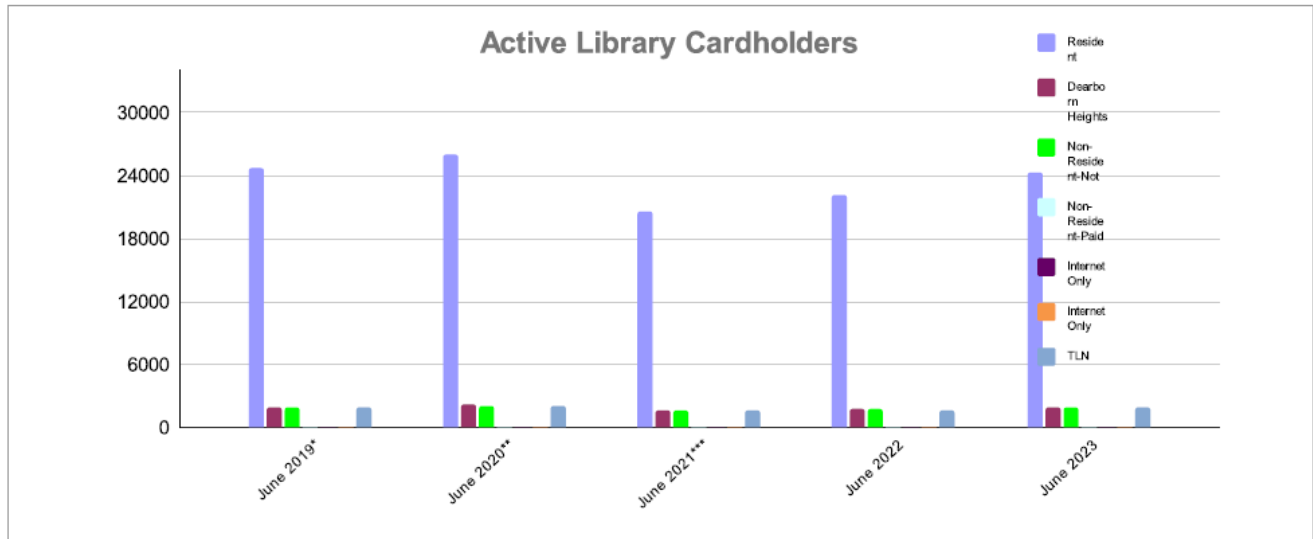
	June 2019*	June 2020**	June 2021***	June 2022	June 2023
Resident	24,660	26,006	20,535	22,112	24,226
Dearborn Heights Resident	1,898	2,145	1,635	1,742	1,964
Non-Resident-Not Paid	1,882	2,099	1,660	1,749	1,897
Non-Resident-Paid	37	32	32	46	41
Internet Only Resident	0	0	0	0	0
Internet Only Non-Resident	80	68	46	44	6
TLN	1,867	2,033	1,574	1,678	1,856
<b>TOTAL</b>	<b>30,424</b>	<b>32,383</b>	<b>25,482</b>	<b>27,371</b>	<b>29,990</b>

*Active Library Card Holder is defined as a patron who has renewed his/her card within the last three years*

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### Resident Cardholders as Percentage of Population

	June 2019*	June 2020**	June 2021***	June 2022	June 2023
Resident	24,660	26,006	20,535	22,112	24,226
Dearborn Heights Resident	1,898	2,145	1,635	1,742	1,964
Non-Resident-Not Paid	1,882	2,099	1,660	1,749	1,897
Non-Resident-Paid	37	32	32	46	41
Internet Only Non-Resident	80	68	46	44	6
TLN	1,867	2,033	1,574	1,678	1,856
TOTAL	30,424	32,383	25,482	27,371	29,990
<b>Resident % of Total Cardholders</b>	<b>81.05%</b>	<b>80.31%</b>	<b>80.59%</b>	<b>80.79%</b>	<b>80.78%</b>

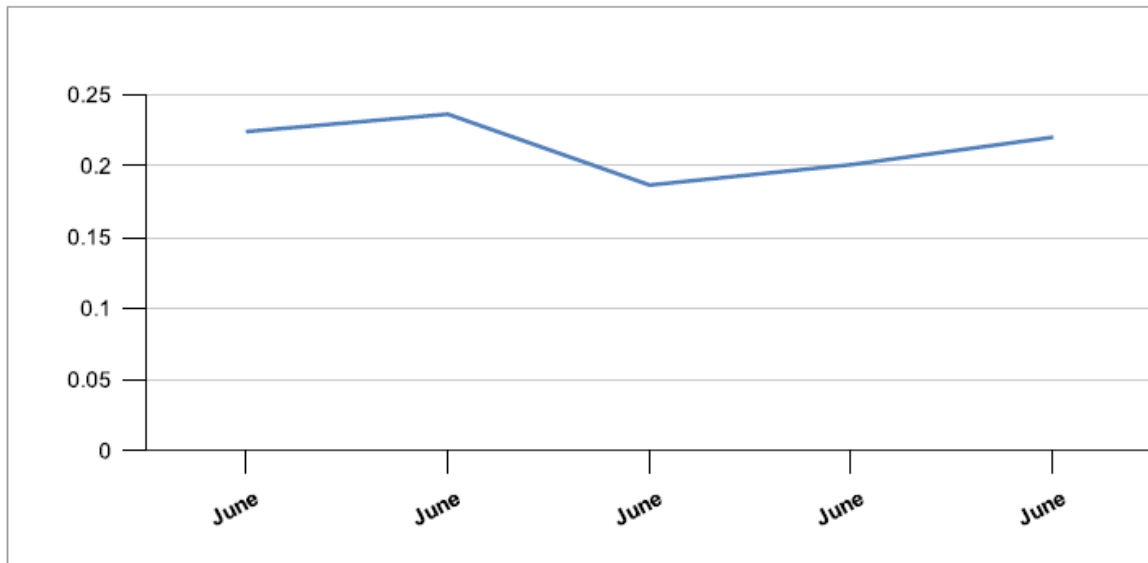
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	June 2019*	June 2020**	June 2021***	June 2022	June 2023
<b>Resident Cardholders as % of Dearborn Population</b>	<b>22.42%</b>	<b>23.65%</b>	<b>18.67%</b>	<b>20.11%</b>	<b>22.03%</b>



## Active Users

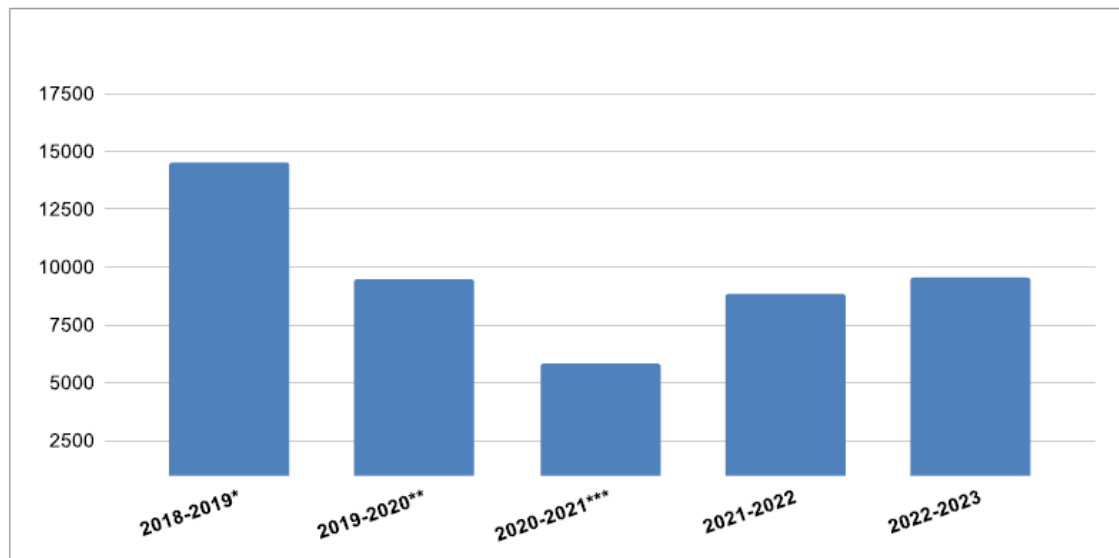
	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
<b>ACTIVE USERS</b>	14,493	9,472	5,853	8,827	9,574

*Active User is someone who, during the last 365 days, has either checked out material or authenticated using his/her library card / PIN for one of our digital services*

\*The Henry Ford Centennial Library closed for renovations: May 20, 2019 through the end of the fiscal year

\*\* HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID-19 crisis

\*\*\* During the COVID-19 crisis, all libraries operated by curbside only or curbside plus limited hours for all of FY 2020-2021



## Active Users by Age and Gender\*

By age:

	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
Under 18	26.66%	23.35%	16.70%	20.48%	20.33%
18 to 25	12.43%	10.49%	10.12%	12.53%	12.69%
26 to 35	15.15%	14.44%	14.56%	14.35%	15.73%
36 to 45	13.91%	14.90%	15.39%	15.44%	16.06%
46 to 55	10.51%	11.23%	11.81%	10.08%	9.60%
56 to 65	9.99%	11.20%	13.06%	10.51%	9.43%
Over 65	11.35%	14.24%	18.35%	16.61%	16.16%

Active User is someone who, during the last 365 days, has either checked out material or authenticated using his/her library card / PIN for one of our digital services

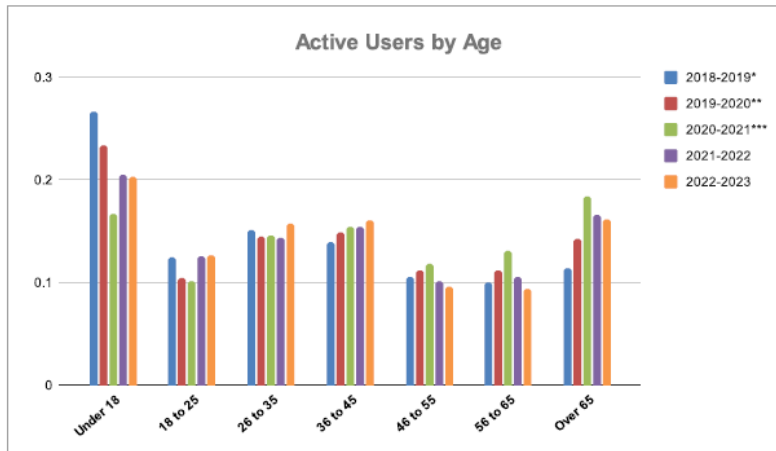
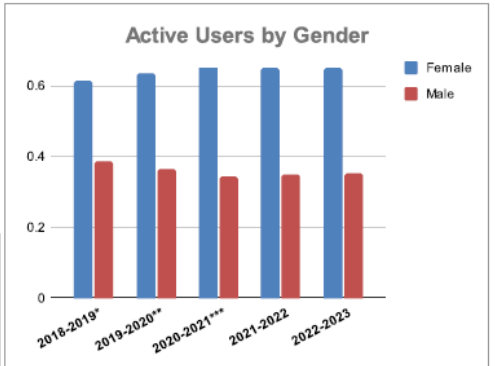
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\*\*\*During the COVID-19 crisis, all libraries operated by curbside only or curbside plus limited hours for all of FY 2020-2021

By gender:

	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
Female	61.35%	63.47%	65.84%	64.95%	64.86%
Male	38.65%	36.53%	34.16%	35.05%	35.14%



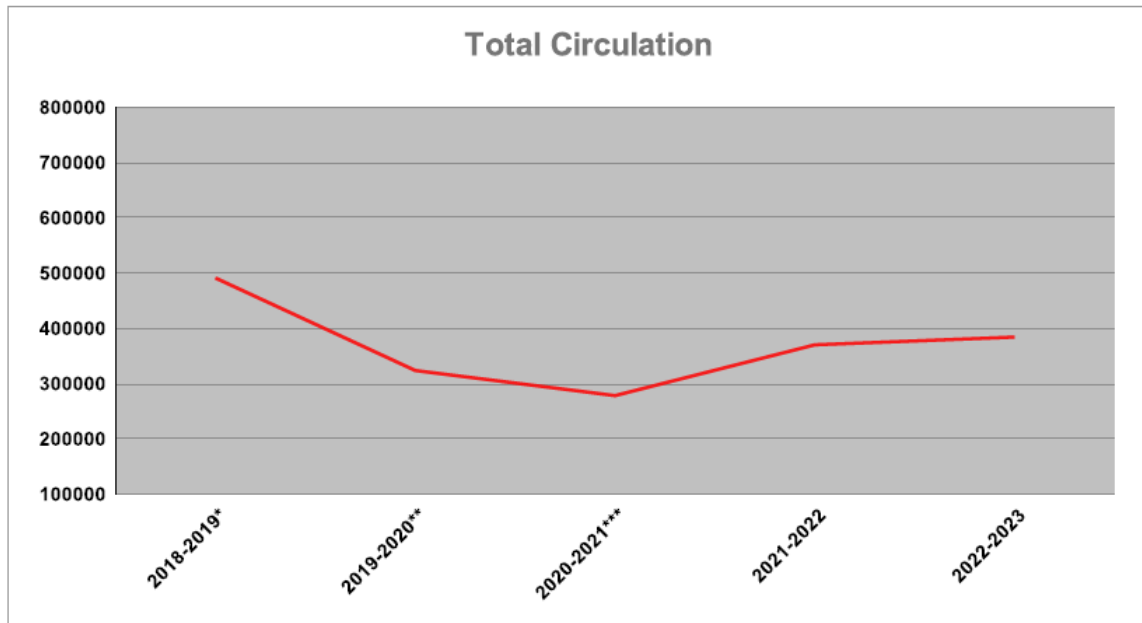
# Total Circulation

	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
<b>Total Circulation</b>	491,456	324,082	278,663	370,588	384,601

\*The Henry Ford Centennial Library closed for renovations: May 20, 2019 through the end of the fiscal year

\*\* HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID crisis

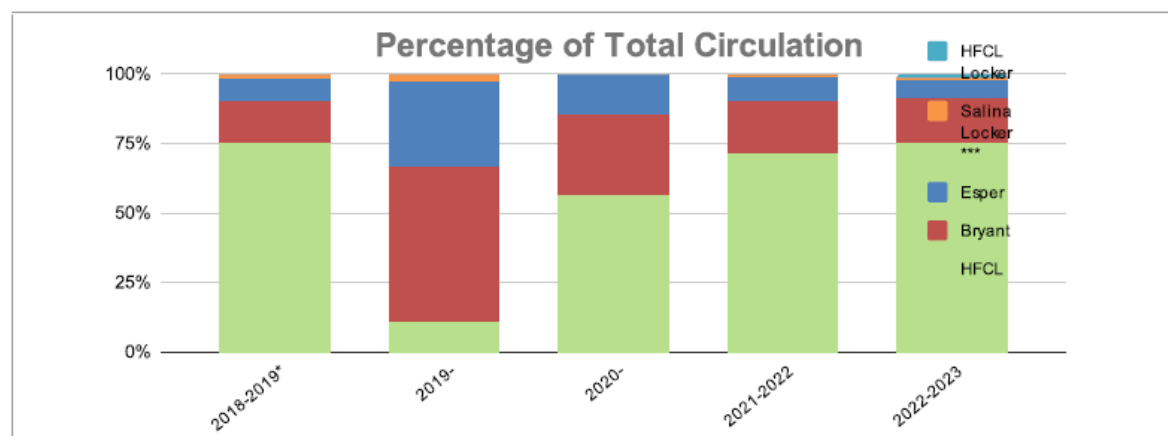
\*\*\*During the COVID-19 crisis, all libraries operated by curbside only or curbside plus limited hours for all of FY 2020-2021



### Branch Percentage of Circulation

Checkouts	2018-2019*	2019-2020**	2020-2021****	2021-2022	2022-2023
HFCL	287,904	22,024	85,427	178,894	184,169
Bryant	58,630	115,302	43,890	45,555	39,041
Esper	32,204	62,505	21,502	22,431	16,440
Salina Locker ***	4,699	4,831	5	1,411	1,135
HFCL Locker					3,117
TOTAL HORIZON CIRCULATION	383,437	204,662	150,824	248,291	243,902

Percentage of Total	2018-2019*	2019-2020**	2020-2021****	2021-2022	2022-2023
HFCL	75.09%	10.76%	56.64%	72.05%	75.51%
Bryant	15.29%	56.34%	29.10%	18.35%	16.01%
Esper	8.40%	30.54%	14.26%	9.03%	6.74%
Salina Locker ***	1.23%	2.36%	0.00%	0.57%	0.47%
HFCL Locker	0.00%	0.00%	0.00%	0.00%	1.28%



**Does not include circulation of book club kits, downloadables, streaming or MeLCat**

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\*\*\* Salina Remote Locker opened in March of 2018

\*\*\*\*During COVID, all libraries operate by curbside only or curbside plus limited hours for all of FY 2020-2021

Type of Circulation Checkout / Renewal / Download

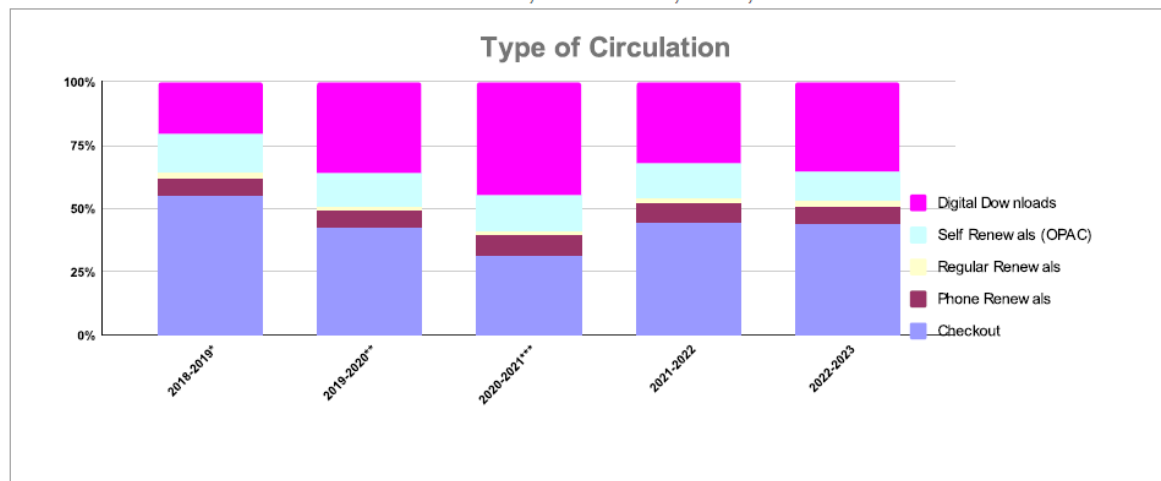
	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
Checkout	267,254	135,295	86,181	162,472	166,614
Phone Renewals	31,919	20,754	22,478	27,447	24,837
Regular Renewals	12,629	5,165	3,085	6,771	7,241
Self Renewals (OPAC)	71,635	43,448	39,080	49,571	45,210
Digital Downloads	99,309	114,177	122,411	116,571	132,485

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\*\*\*During COVID, all libraries operate by curbside only or curbside plus limited hours for all of FY 2020-2021

Does not include miscellaneous circulation such as book club kits, shut-in deliveries, MeLCat, etc.



### Circulation by Format

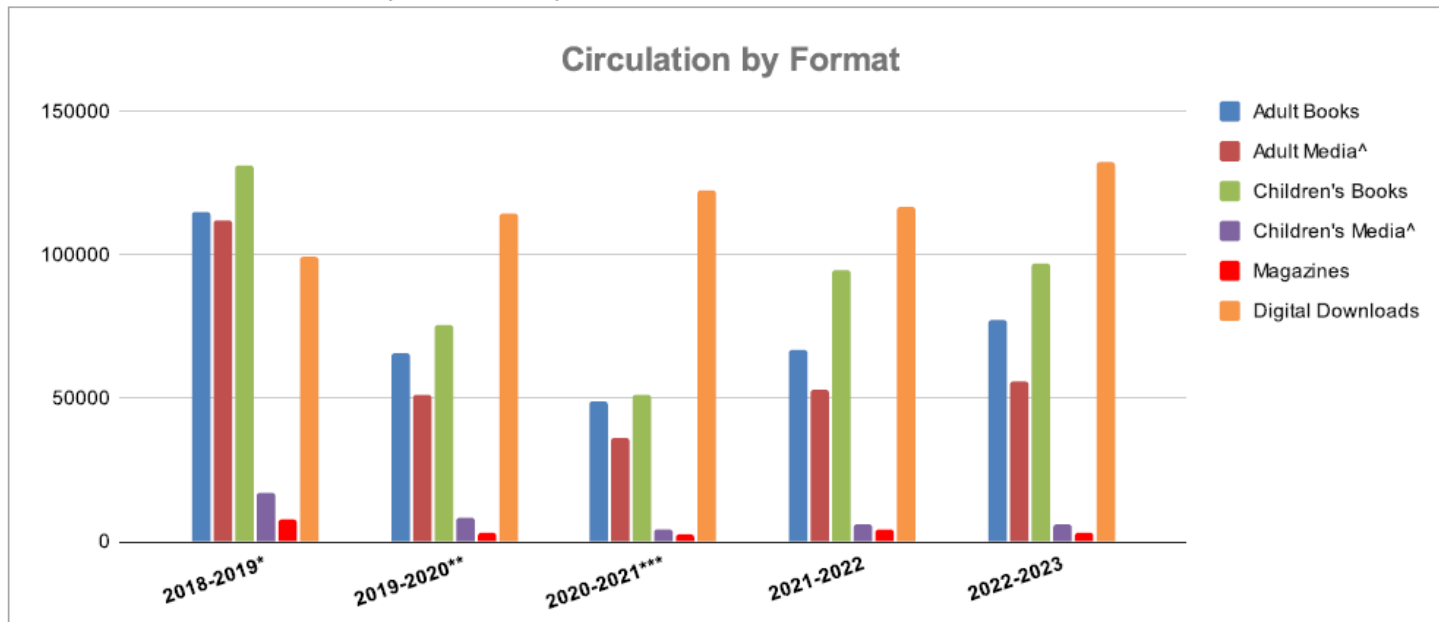
	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
Adult Books	114,778	65,541	49,022	66,521	77,405
Adult Media^	112,166	50,872	35,833	52,601	55,595
Children's Books	131,300	75,438	51,364	94,751	96,957
Children's Media^	16,889	8,055	4,296	6,109	5,834
Magazines	7,790	2,941	2,170	4,100	3,095
Digital Downloads	99,309	114,177	122,411	116,571	132,485

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\*\* HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID-19 crisis

\*\*\*During COVID, all libraries operate by curbside only or curbside plus limited hours for all of FY 2020-2021

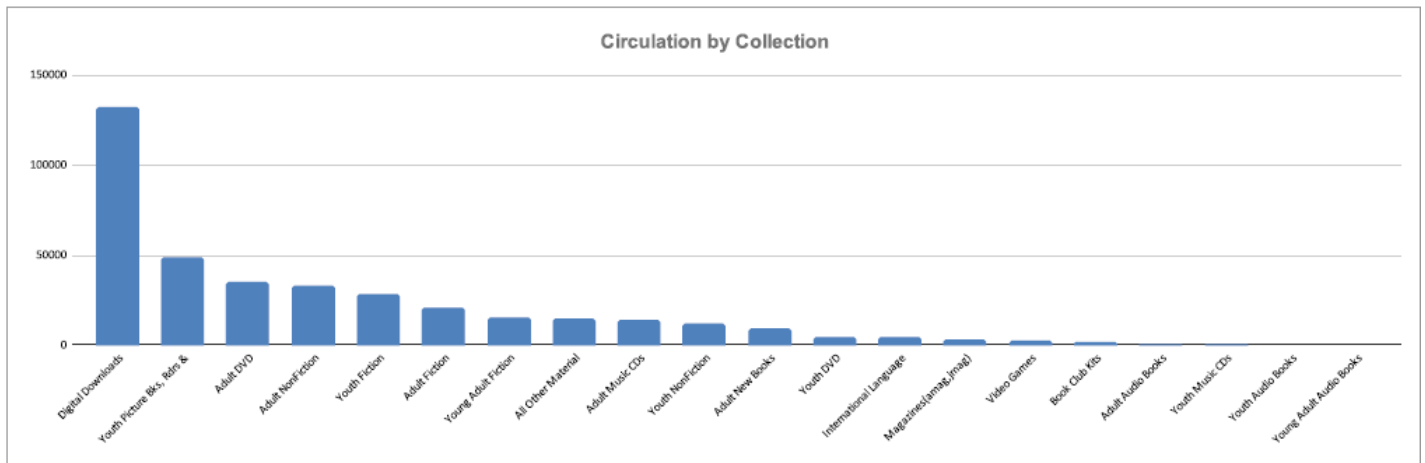
^ Media = DVD and Audio CD (books and music)





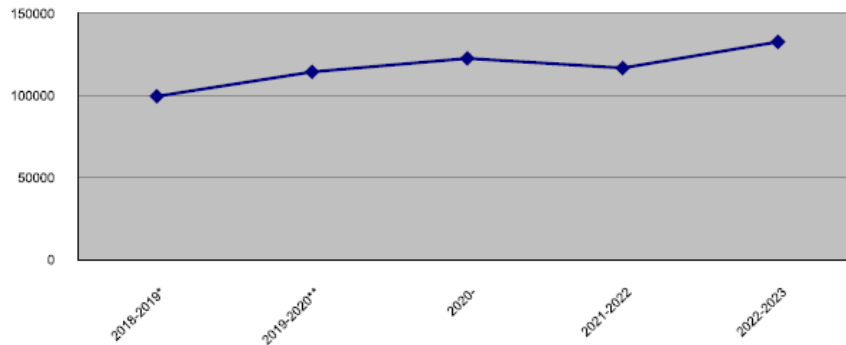
## Circulation by Collection

COLLECTION	Circulation	% of Total	
Digital Downloads	132,485	34.45%	E-books, E-audiobooks, E-magazines, streaming music, streaming video
Youth Picture Bks, Rdrs & Tot	48,522	12.62%	Picture Books, Readers and Tot Books
Adult DVD	35,554	9.24%	Biography, LP Biography, Regular NonFiction, LP NonFiction, Office, Oversize
Adult NonFiction	33,568	8.73%	TV series, Entertainment, Lucky Day, International DVDs
Youth Fiction	28,616	7.44%	Regular Fiction, Paperbacks, 'J' Fiction, includes Holiday books, Newberry/Caldecott, Graphic Novels
Adult Fiction	20,788	5.41%	General Fiction, Adult New Reader, Large Print, Mysteries, Paperback-Fiction, Science Fiction, Short Story, Westerns
Young Adult Fiction	15,246	3.96%	YA fiction, YA paperback fiction, YA graphic novels
All Other Material	14,766	3.84%	
Adult Music CDs	14,162	3.68%	Biography, Regular NonFiction, Professional and Parent/Teacher, Office
Youth NonFiction	12,475	3.24%	
Adult New Books	9,733	2.53%	Fiction and NonFiction
Youth DVD	4,571	1.19%	Entertainment and International DVDS
International Language Material	4,395	1.14%	Adult and Youth
Magazines(amag,imag)	3,084	0.80%	Adult and Youth
Video Games	2,631	0.68%	
Book Club Kits	2,310	0.60%	Youth
Adult Audio Books	792	0.21%	Compact Disc
Youth Music CDs	598	0.16%	
Youth Audio Books	274	0.07%	Compact Disc
Young Adult Audio Books	31	0.01%	Compact Disc
<b>TOTAL</b>	<b>384,601</b>	<b>100.00%</b>	



## Circulation Digital Download

2018-2019*	2019-2020**	2020-2021**	2021-2022	2022-2023
99,309	114,177	122,411	116,571	132,485

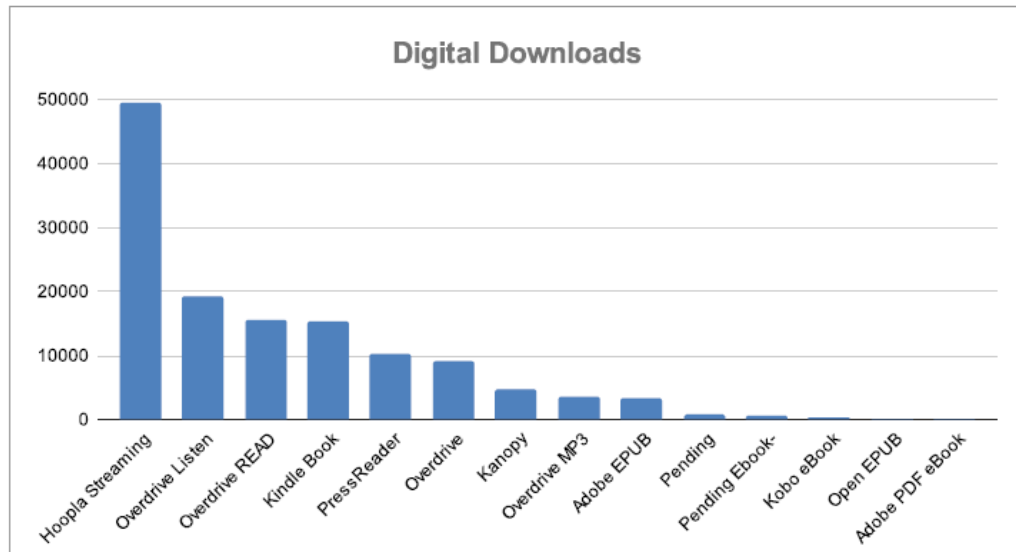


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Digital By Format	2022-2023
Hoopla Streaming	49,516
Overdrive Listen	19,196
Overdrive READ (ebook)	15,548
Kindle Book	15,390
PressReader	10,304
Overdrive Magazines(form. RBD)	9,146
Kanopy (streaming video)	4,759
Overdrive MP3 Audiobook	3,553
Adobe EPUB eBook	3,383
Pending Audiobook-no format	695
Pending Ebook-no format	665
Kobo eBook	258
Open EPUB eBook	51
Adobe PDF eBook	21



# MeLCat Circulation

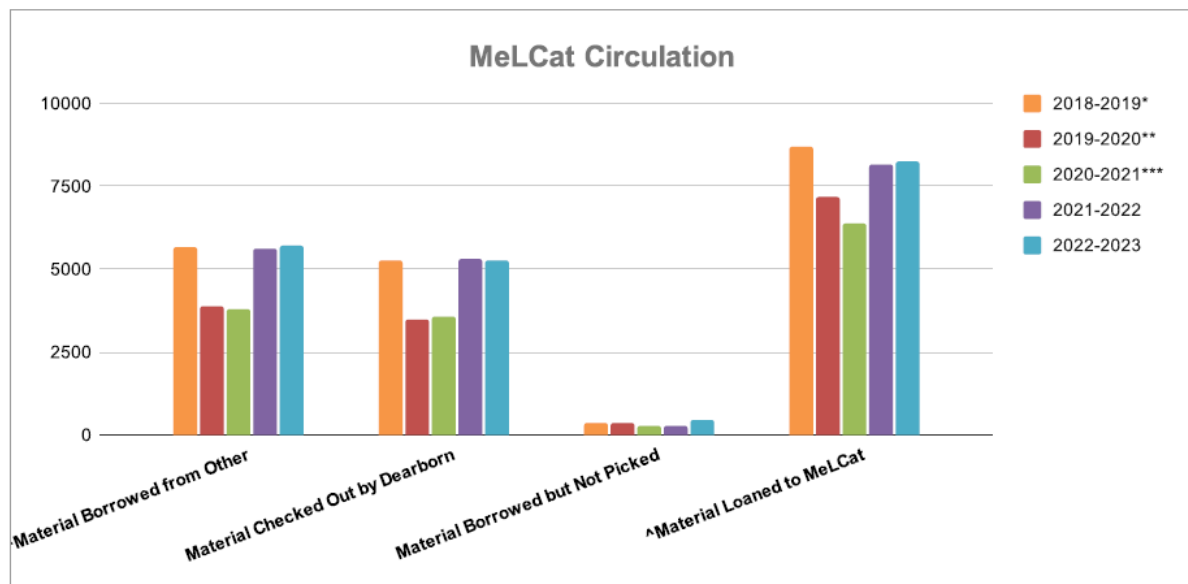
	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
^Material Borrowed from Other Libraries	5,659	3,872	3,811	5,606	5,712
Material Checked Out by Dearborn Patrons	5,278	3,494	3,555	5,322	5,269
Material Borrowed but Not Picked Up	381	378	256	284	443
^Material Loaned to MeLCat Libraries	8,705	7,198	6,385	8,148	8,232

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^ From MeLCat online statistics



## Per Capita Data

	2018-2019*+	2019-2020**+	2020-2021***+	2021-2022+	2022-2023+
Budget Per Capita	\$94.66	\$82.70	\$71.58	\$73.15	\$65.35
Circulation Per Capita	5	3.3	2.8	3.3	3.4
Collection Expenditure Per Capita	\$5.25	\$5.09	\$4.67	\$4.41	\$4.77
Collection Per Capita (physical items)	2.05	2.11	2.06	1.84	2.17

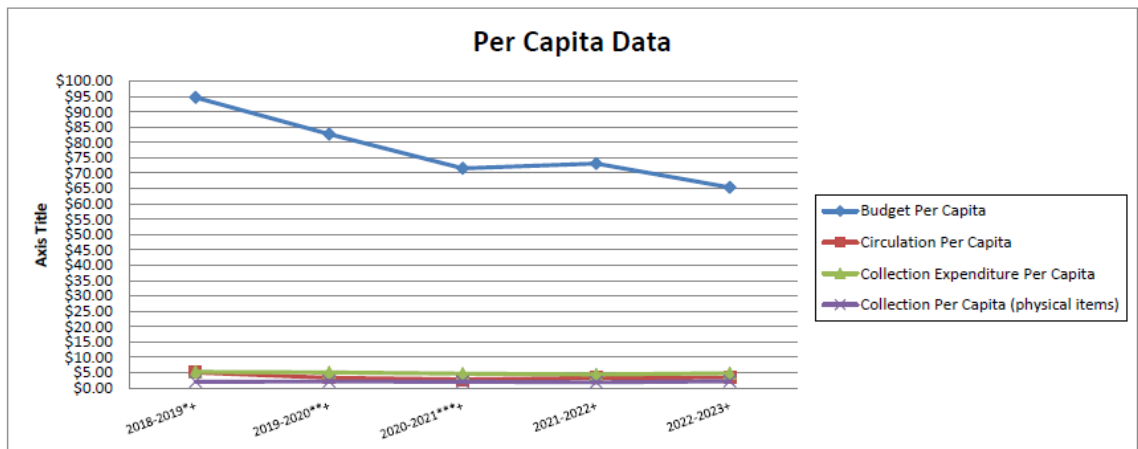
Based on population of 109,976 (2020 census)

\*The Henry Ford Centennial Library closed for renovations: May 20, 2019 through the end of the fiscal year

\*\*HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID-19 crisis

\*\*\*During COVID, all libraries operate by curbside only or curbside plus limited hours for all of FY 2020-2021

+Based on Budget Actuals



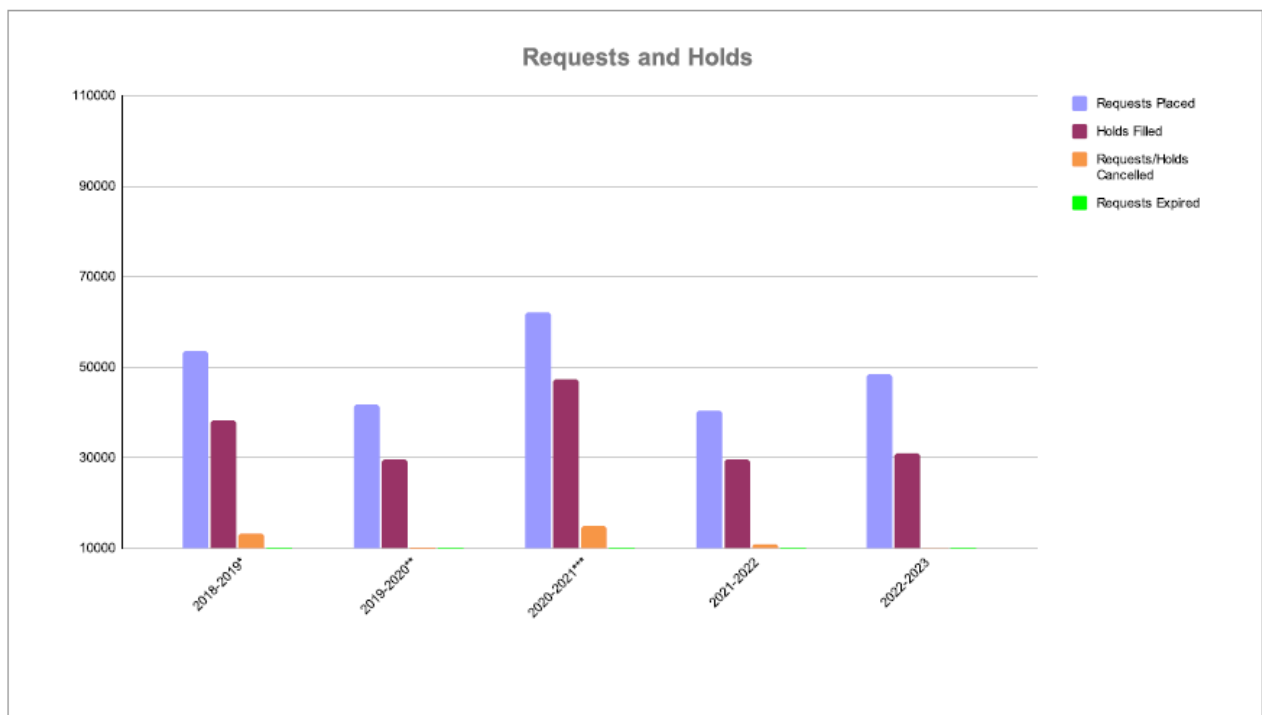
## Requests and Holds

	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023	
Requests Placed	53,412	41,558	62,152	40,455	48,300	Patron requests an item
Holds Filled	38,203	29,517	47,333	29,504	30,850	Patron picks up item
Requests/Holds Cancelled	13,292	8,722	14,866	10,678	10,089	Patron cancels or does not pick up
Requests Expired	15	6	47	87	25	Library unable to locate or procure item
<b>% Library Could Not Fill</b>	<b>0.03%</b>	<b>0.01%</b>	<b>0.08%</b>	<b>0.22%</b>	<b>0.05%</b>	
<b>% Patron-Did Not Pick Up</b>	<b>24.89%</b>	<b>20.99%</b>	<b>23.92%</b>	<b>26.39%</b>	<b>20.89%</b>	

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## Computers

	2017-2018	2018-2019*	2019-2020**	2021-2022	2022-2023
Public Internet PCs^	96	61	92	92	84
Public PCs^^	47	17	33	43	43
Service Desk PCs	17	6	15	14	14
Staff PCs	62	49	59	70	70
Servers/Imagers	17	17	16	15	15
Staff WFH Laptops			28	28	28

### *Public Internet PCs by Location*

	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
HFCL	60	0	56	56	48
Bryant	10	29	10	10	10
Esper	26	32	26	26	26

\*The Henry Ford Centennial Library closed for renovations: May 20, 2019 through the end of the fiscal year - PC's moved to accommodate closure

\*\*HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID-19 crisis

\*\*\*During COVID, all libraries operate by curbside only or curbside plus reduced hours for all of FY 2020-2021

^Public Internet PCs are able to access the internet, the library catalog, and library databases

^^Public PCs do not access the Internet; These include library catalog PCs, AWE PCs, Self-Check, Printer Stations, Laptops and Training PCs

# Online Database Usage

	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
Paid Databases^	**** 26,841	65,000	179,346	291,389	387,749

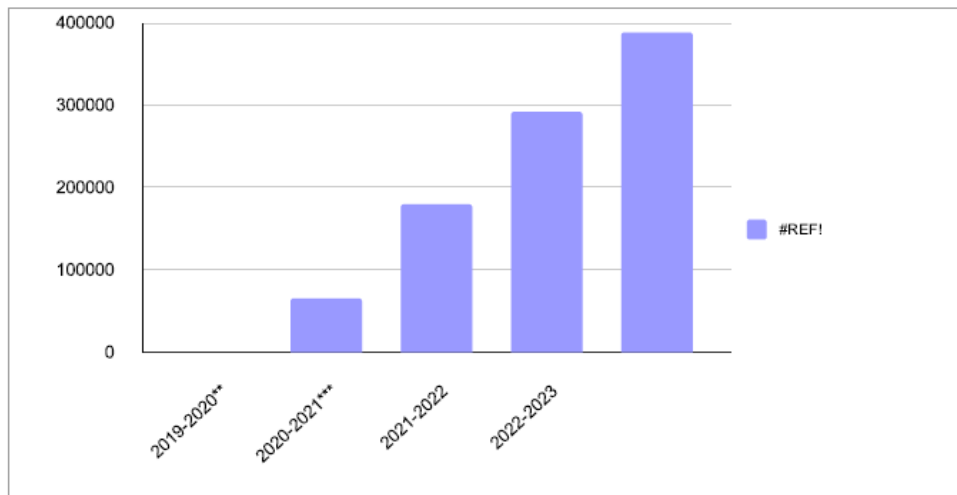
\*The Henry Ford Centennial Library closed for renovations: May 20, 2019 through the end of the fiscal year

\*\* HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID-19 crisis

\*\*\*During COVID, all libraries operate by curbside only or curbside plus limited hours for all of FY 2020-2021

^Database usage is difficult to track as each vendor counts usage differently. This is our best estimate on usage.

\*\*\*\*Removed count of Novelist Plus due to inflated numbers.



	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
Number of Paid Databases	19	19	20	19	21

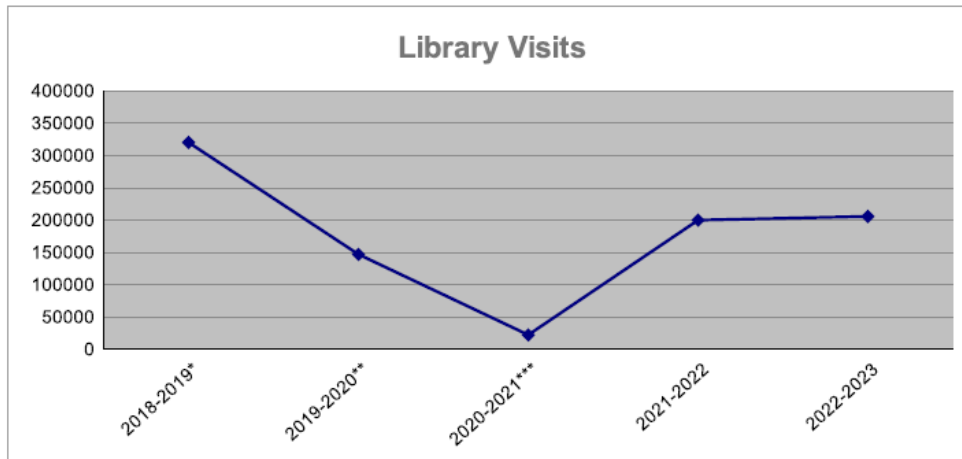
# Library Visits

	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
Library Visits	320,235	147,080	22,394	200,013	205,826

\*The Henry Ford Centennial Library closed for renovations: May 20, 2019 through the end of the fiscal year

\*\*HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID-19 crisis

\*\*\*During COVID, all libraries operate by curbside only or curbside plus limited hours for all of FY 2020-2021





# Library Visits by Branch

	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
HFCL	231,482	0	17,975	151,718	156,894
Bryant^	41,144	66,715	0	25,359	25,091
Esper	47,609	80,365	4,419	22,936	23,841
TOTAL	320,235	147,080	22,394	200,013	205,826

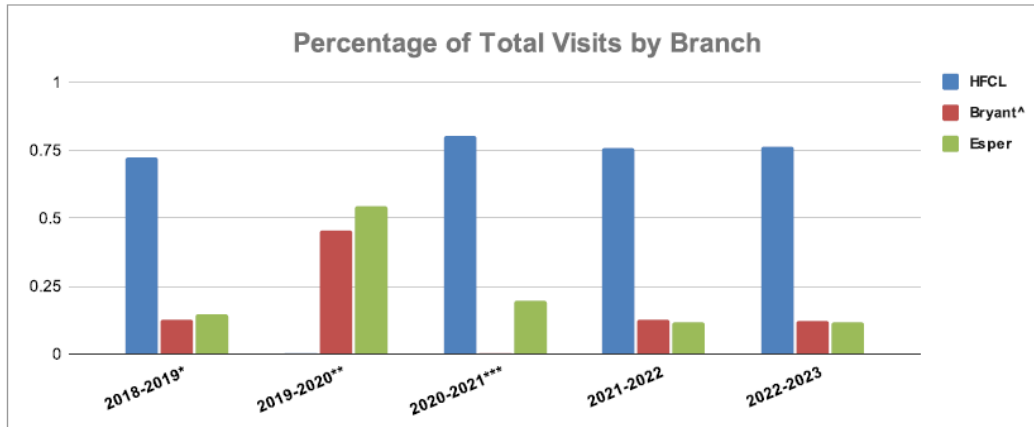
	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
HFCL	72.29%	0.00%	80.27%	75.85%	76.23%
Bryant^	12.85%	45.36%	0.00%	12.68%	12.19%
Esper	14.87%	54.64%	19.73%	11.47%	11.58%

\*In FY2020-2021, the Bryant Branch Library offered curbside service ONLY

\*The Henry Ford Centennial Library closed for renovations: May 20, 2019 through the end of the fiscal year

\*\*HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID-19 crisis

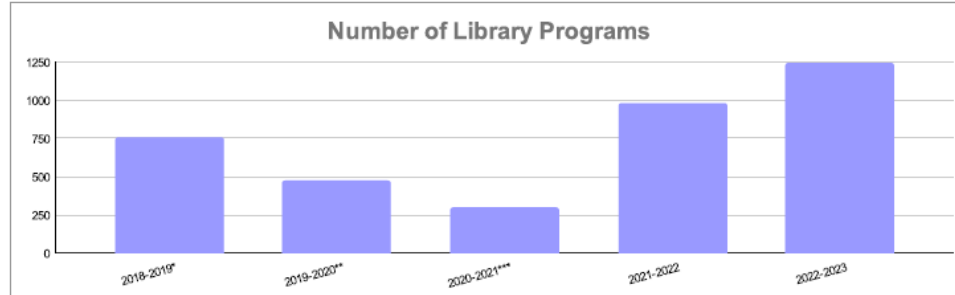
\*\*\*During COVID, all libraries operate by curbside only or curbside plus limited hours for all of FY 2020-2021



## Library Programs

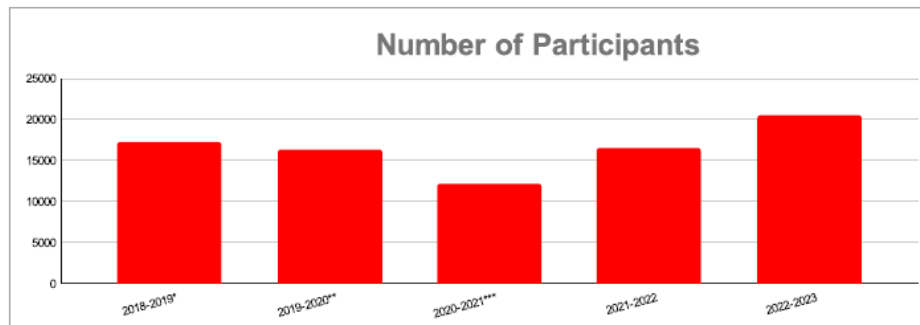
### Number of Library Programs

2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
762	479	298	986	1,246



### Number of Participants

2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
17,164	16,281	12,117	16,570	20,451



\*The Henry Ford Centennial Library closed for renovations: May 20, 2019 through the end of the fiscal year

\*\* HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID-19 crisis

\*\*\*During COVID, all libraries operate by curbside only or curbside plus limited hours for all of FY 2020-2021

## Library Programs by Age Group

### Number of Programs

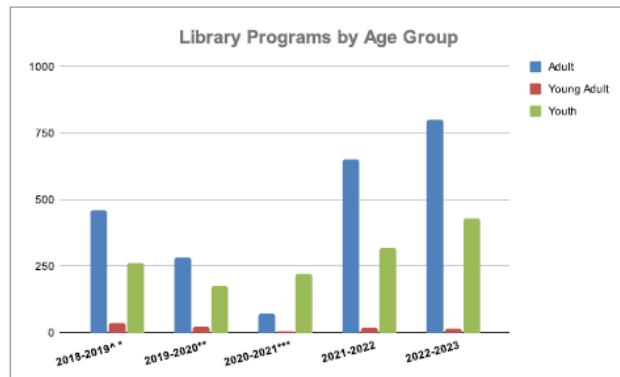
	2018-2019 <sup>*</sup>	2019-2020 <sup>**</sup>	2020-2021 <sup>***</sup>	2021-2022	2022-2023
Adult	460	283	71	650	801
Young Adult	38	22	6	18	16
Youth	264	174	221	318	429

<sup>\*</sup>Includes non-library sponsored programs in HFCL auditorium (e.g. Michigan Railroad Club)

<sup>\*</sup>The Henry Ford Centennial Library closed for renovations: May 20, 2019 through the end of the fiscal year

<sup>\*\*</sup> HFCL remained closed in FY2019-2020 for renovation; all library locations closed in March 2020 due to the COVID-19 crisis

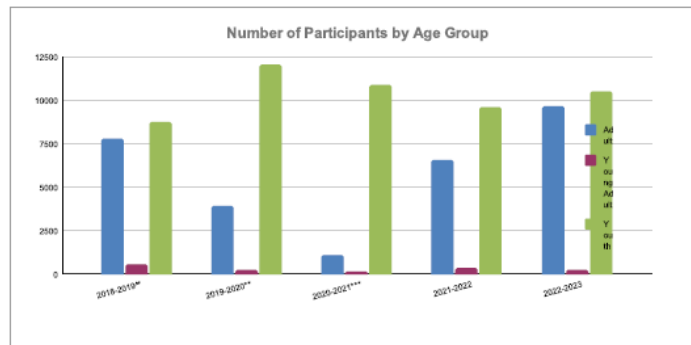
<sup>\*\*\*</sup>During COVID, all libraries operate by curbside only or curbside plus limited hours for all of FY 2020-2021



### Number of Participants

	2018-2019 <sup>*</sup>	2019-2020 <sup>**</sup>	2020-2021 <sup>***</sup>	2021-2022	2022-2023
Adult	7,810	3,945	1,089	6,551	9,673
Young Adult	566	281	140	382	238
Youth	8,788	12,055	10,888	9,607	10,540

<sup>\*</sup>Includes attendance at non-library sponsored programs in HFCL auditorium



# Youth Programs by Branch

Attachme

**Youth Services Programs by Branch**

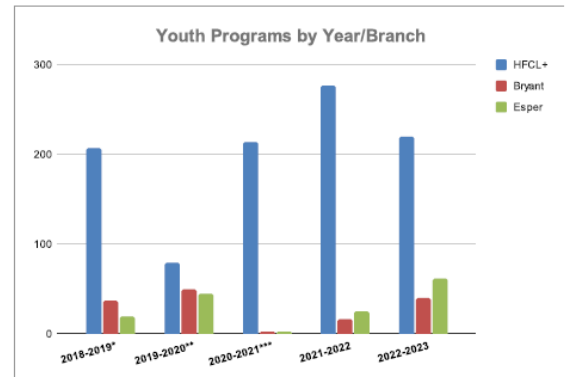
	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
HFCL+	207	79	214	277	220
Bryant	37	50	3	16	40
Esper	19	45	3	25	62

\*The Henry Ford Centennial Library closed for renovations: May 20, 2019 through end of FY

\*\* HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID-19 crisis

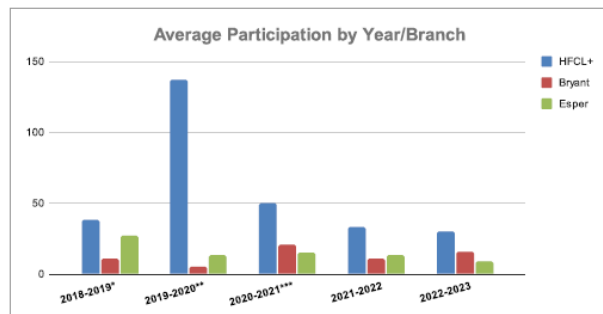
\*During the HVAC closure (pre-COVID), HFCL librarians conducted programs at remote locations or online

\*\*\*During COVID, all libraries operate by curbside only or curbside plus limited hours for all of FY 2020-2021



**Average Participation**

	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
HFCL+	38	137	50	33	30
Bryant	11	5	21	11	16
Esper	27	13	15	13	9



## Young Adult Programs by Branch

Young Adult Programs by Branch

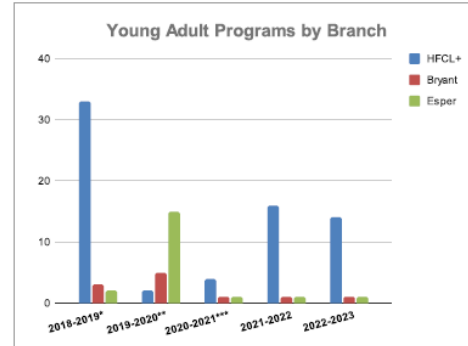
	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
HFCL+	33	2	4	16	14
Bryant	3	5	1	1	1
Esper	2	15	1	1	1

\*The Henry Ford Centennial Library closed for renovations: May 20, 2019 through end of FY

\*\* HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID-19 crisis

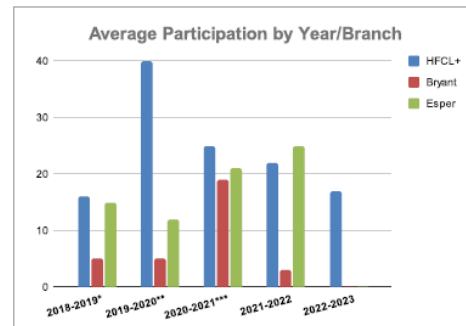
+During the HVAC closure (pre-COVID), HFCL librarians conducted programs at remote locations or online

\*\*\*During COVID, all libraries operate by outside only or outside plus limited hours for all of FY 2020-2021



Average Participation

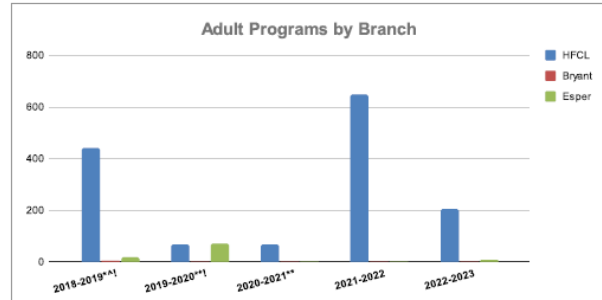
	2018-2019*	2019-2020**	2020-2021***	2021-2022	2022-2023
HFCL+	16	40	25	22	17
Bryant	5	5	19	3	0
Esper	15	12	21	25	0



## Adult Programs by Branch

Adult Programs by Branch

	2018-2019**†	2019-2020**†	2020-2021**	2021-2022	2022-2023
HFCL	440	67	69	648	204
Bryant	3	1	1	1	1
Esper	17	71	1	1	8



\*The Henry Ford Centennial Library closed for renovations: May 20, 2019 through end of FY

\*\* HFCL remained closed in FY2019-2020 for renovation; then all library locations closed in March 2020 due to the COVID-19 crisis

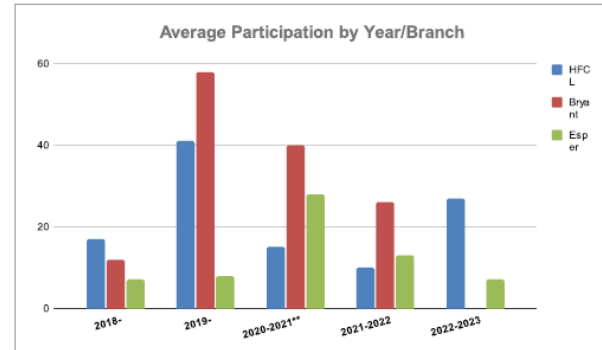
† Includes non-library sponsored programs in HFCL auditorium

‡ Includes outreach programs in the community

\*\*\*During COVID, all libraries operate by curbside only or curbside plus limited hours for all of FY 2020-2021

Average Participation by Branch

	2018-2019**†	2019-2020**†	2020-2021**	2021-2022	2022-2023
HFCL	17	41	15	10	27
Bryant	12	58	40	26	0
Esper	7	8	28	13	7



**DEARBORN PUBLIC LIBRARY  
LIBRARY COMMISSION**

June 30, 2023

**Marcel Pultorak, Chair**

Initial Appointment: 09/01/2002; Current Term ends: 06/30/2023

**Ryan Lazar, Vice-Chair**

Initial Appointment: 06/30/2011; Current Term ends: 06/30/2023

**Jihan Jawad, Secretary-Treasurer**

Initial Appointment: 06/30/2008; Current Term ends: 06/30/2023

**Zeinab Alhashemi** (replacement for Eva Gogola)

Initial Appointment: 06/14/2022; Current Term ends: 06/30/2025

**Gerilyn Biggs** (replacement for Arrwa Mogalli)

Initial Appointment: 06/14/2022; Current Term ends: 06/30/2025

**Barth Bucciarelli** (replacement for Robert Taub)

Initial Appointment: 06/30/2015; Current Term ends: 06/30/2024

**Ali Dagher**

Initial Appointment: 06/04/2013; Current Term ends: 06/30/2024

**Amira Haidar** (replacement for Mansour Sharha)

Initial Appointment: 06/14/2022; Current Term ends: 06/30/2025

**Michelle Jawad** (replacement for Antonia Straley)

Initial Appointment: 06/30/2015; Current Term ends: 06/30/2024

## **DEARBORN PUBLIC LIBRARY**

### **DIRECTORY**

#### **HENRY FORD CENTENNIAL LIBRARY**

16301 Michigan Avenue Dearborn, Michigan 48126  
313-943-2330

#### **BRYANT BRANCH LIBRARY**

22100 Michigan Avenue Dearborn, Michigan 48124  
313-943-4091

#### **ESPER BRANCH LIBRARY**

12929 W. Warren Dearborn, Michigan 48126  
313-943-4096

### **LIBRARY HOURS**

#### **HENRY FORD CENTENNIAL LIBRARY**

July 1, 2022 – June 30, 2023

Monday - Thursday	10:00 a.m. – 8:00 p.m.
Friday and Saturday	10:00 a.m. – 5:30 p.m.
Sunday	1:00 p.m. – 5:00 p.m (beginning Sept. 11)

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#### **BRYANT AND ESPER BRANCH LIBRARY HOURS**

July 1, 2022 – June 30, 2023

Monday and Tuesday	11:00 a.m. – 7:00 p.m.
Wednesday and Thursday	11:00 a.m. – 5:30 p.m.
Friday	Closed
Saturday	11:00 a.m. – 5:30 p.m.