

Board of Trustees of the Upper Sandusky Community Library

Minutes

January 12, 2023

The Upper Sandusky Community Library Board of Trustees convened on Thursday, January 12, at 12:00 p.m. in the Library Board Room with the following members present: Ms. Jenny Romich, Ms. Dianne Grafmiller, Ms. Laurie Scheck, Mr. Todd Leightey, Mr. Brian Kimmel, and Ms. Ann Kemerley. Ms. Amy Aldridge-Ritchey was absent. Director/Fiscal Officer Kathleen Whitt and Deputy Fiscal Officer/Technology Coordinator Patricia Davidson were also present.

Organizational Meeting:

Ms. Romich called the meeting to order at 12:00 and requested nominations for Board officers. Nominations were moved and seconded to retain for President: Ms. Romich; Vice President: Ms. Grafmiller; Secretary: Ms. Kemerley; and to reappoint Director Kathleen Whitt as Fiscal Officer and Patricia Davidson as Deputy Fiscal Officer. All present approved the motion.

It was agreed that committee assignments would stand. Thus, the committees are as follows:

Building & Grounds Committee:	Ann Kemerley, Todd Leightey and Amy Aldridge-Ritchey
Finance Committee:	Laurie Scheck, Jenny Romich and Brian Kimmel
Friends Liaison:	Dianne Grafmiller

Ms. Scheck in her capacity as notary administered the oath of office to Director Kathleen Whitt as Fiscal Officer and to Patricia Davidson as Deputy Fiscal Officer.

It was moved and seconded to pass a resolution authorizing the Fiscal Officers to pay the bills with the understanding that payments be ratified at the regular meetings of this Board. In a roll call vote, all approved the motion.

It was agreed to retain the current calendar for monthly meetings on the second Thursday of the month at 12:00 p.m.

The Board then reviewed the Annual Report for 2022 as presented by Ms. Whitt. It was moved and seconded to approve the Annual Report as presented. All present voted in favor of accepting the report. The full report is attached to these minutes.

At 12:05, it was moved and seconded to adjourn the Organizational Meeting.

Regular Meeting:

At 12:05, the Regular Meeting convened. President Jenny Romich asked for public comments. Hearing none, Ms. Romich asked if there were corrections or additions to the distributed minutes of the December meeting. Hearing none, Ms. Romich declared the minutes stand as distributed.

Next on the agenda was a motion to ratify the payment of the bills. Ms. Romich asked if there was any discussion or questions. There was a question about a payment to NuWav Information Systems. Ms. Whitt replied that this is for the legal documents database that the library provides to the public. Hearing no further questions, the motion was moved and seconded to ratify the payment of bills. In a roll call vote, all present approved the bill payments.

There was no old business.

*Board of Trustees of the Upper Sandusky Community Library
Minutes
January 12, 2023*

There was no new business.

In the Director's Report, Ms. Whitt reported that:

1. The January STEAMPunks meeting featured a Winter Faire fantasy forest escape room challenge. The weekly after school "That Thursday Thing" offers kids games, snacks and craft activities. And story times have resumed after a short holiday break.
2. January's downtown Storywalk features *Ten on the Sled* by Kim Norman, a new twist on the children's song "Ten on the Bed."
3. Our adult "Cabin Fever Reliever" winter reading program is in progress January 3-February 3. Participants get a scratch-off ticket for an opportunity to win a prize each time they come in to check out books. The tickets will then be entered into a drawing for the Night on the Town grand prize.
4. On Saturday, January 21, ten teams will compete to assemble a 500-piece jigsaw puzzle in two hours. The team that finishes first or has the most pieces put together will win a prize.
5. January 23 sees a reimaged Taste of the World. Patti Davidson will celebrate Chinese New Year with egg rolls and yum-yum sauce.
6. The library was closed Friday and Saturday, December 23 and 24, due to a severe winter storm during which the Wyandot County Sheriff's Office declared a level 3 snow emergency.
7. The Ohio Department of Taxation (ODT) posted the December 2022 Public Library Fund (PLF) distribution of \$43,227,920 – which is \$4.2 million (+10.8%) above ODT's original estimate that was issued in July 2021. This brings the PLF Calendar Year (CY) 2022 total to \$502,387,686 which exceeds ODT's estimate by more than \$59 million (+13.38%).
8. The PLF distribution for the Upper Sandusky Community Library represented 47.8% of our revenue in 2022, while 48.1% of our revenue came from our levy. Fees for lost items, etc. accounted for .17%. The remaining income was from charges for services such as photocopies and lamination, and from donations.
9. Memorial/Honor/Donations:

In memory of:

Reba Lautermilch
Harold Keller
Paul Stephan

Donor(s):

Wilbie Rowe Family
USHS Class of 1957
Susan Dugan
Leonard and Diana Smith
Stephanie and Scott Phillips
Robert and Adeline Terry
Kathleen Telljohann
Jean Moon

Under Items Not on the Agenda, the Building and Grounds Committee reported that the library has received a draft bid notice for the planned elevator upgrade project. The bid notice is to go out on January 18, and bidders will have until February 6 to respond. Peterman Associates Project Manager Eric Trout will review the bids and make a recommendation to the Board before the February 9 regular meeting. It is hoped that the project will be complete before June 1 and the Summer Reading Program.

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Ms. Grafmiller then said that she had attended a meeting of the Friends of the Library. They have agreed to pay for several upcoming programs and supply prizes for the puzzle contest. There was also some discussion of possibly expanding the kitchenette in the downstairs meeting area.

Ms. Romich asked if there were any other items for discussion. Hearing none, it was moved and seconded at 12:34 to adjourn.

President

Secretary

2022
ANNUAL REPORT
UPPER SANDUSKY COMMUNITY LIBRARY

BOARD OF TRUSTEES

Jennifer A. Romich	President	December 31, 2023
Dianne Grafmiller	Vice-President	December 31, 2028
Ann Kemerley	Secretary	December 31, 2024
Amy Aldridge-Ritchey		December 31, 2022
Brian Kimmel		December 31, 2027
Todd Leightey		December 31, 2025
Laurie A. Scheck		December 31, 2026

STAFF

Kathleen Whitt (Director/Fiscal Officer)
Jill Stansbery: Youth Services Coordinator/Assistant Director
Patricia Davidson: Deputy Fiscal Officer/Technology Coordinator
Lisa Andres: Youth Services Specialist
Katherine Bardon: Cataloging Assistant
Annette Cheney: Catalog Specialist
Holly Higgins: Adult Outreach Coordinator & IT Specialist
Rachel Keirns-Moore: Programming & Display Coordinator, Newsletter Editor
Cheryl Lyon: Cataloging and Adult Programming Assistant
Jennifer McKee: Library Assistant, Genealogical Search Assistant
Karen Shuman: Library Assistant (January-June)
Krystal Smalley: Marketing and Social Media Coordinator
Lynn Gottfried: Custodian/Maintenance Assistant

HOURS

Monday through Thursday: 9:00 a.m. to 8:00 p.m.
Friday: 9:00 a.m. to 6:00 p.m.
Saturday: 9:00 a.m. to 1:00 p.m.

The library was closed for the following holidays in 2022:
Martin Luther King, Jr. Birthday; Presidents' Day; Memorial Day; Monday,
June 20, for Juneteenth; Independence Day; Labor Day; Columbus Day;
Veterans' Day; Thanksgiving Day; Monday, December 26 for Christmas.
The library was closed on February 3-4 and December 23-24 due to
inclement weather.

The library was open for business 297 days.

THE YEAR IN REVIEW

OVERVIEW

The library circulated 125,463 items in 2022, an increase of 7.7% from 2021. Average daily circulation was 422.4 items. Overall circulation for the SEO Consortium was up 9.27% from 2021. Circulation of materials in the juvenile collection (not including YA) was about 30% of total circulation. Movie circulation was up slightly to 12.03% from 11.91% in 2021. Circulation of e-books was up to 9,734 from 9,206 in 2021—an increase of 7.67%. E-book circulation represented 7.76% of total circulation. Resource sharing among SEO libraries continued to be impacted by the State of Ohio's change in delivery contractors from Priority Dispatch to STAT Courier in July 2021. STAT Courier was not able to meet the needs of the libraries or the terms of their contract, so in April 2022 the State of Ohio again contracted with Priority Dispatch. At the end of STAT's term, service was so poor that statewide resource sharing was suspended, and USCL partnered with about a dozen other area libraries, with the Findlay-Hancock County Public Library as a hub, to get at least some holds filled for materials not held here. When Priority resumed service, the very large backlog of holds was caught up within a few weeks. Outgoing loans to other SEO libraries increased by about 9.89% over 2021; incoming decreased by about 5% from 2021.

Highlights for the year include:

- Operations are pretty much back to normal from the COVID protocols. The Plexiglas barrier at the circulation desk has been removed and we are back to in-person programming, although staff are still required to isolate for 5 days after a positive COVID diagnosis and wear a face mask for an additional 5 days, according to CDC recommendations. This caused us to close early a few evenings in January and postpone some programming.
- The number of visitors to the library increased by 23%, with a total of 90,755, as compared to 74,039 visitors for 2021. This is still 37% below the count of 145,179 visitors in 2019.
- The Friends of the Library have been approved as a 501(c)3 non-profit public charity. This will allow them to do additional fund-raising to assist the library by requesting donations from charitable organizations that require this status for their grant recipients.
- On September 16, Ohio First Lady Fran DeWine visited our library to promote the Ohio Imagination Library. Mrs. DeWine read Eric Carle's "The Very Hungry Caterpillar" to an audience of about a dozen children and their parents and caregivers, although we had short notice of Mrs. DeWine's visit, and it was also Friday of Wyandot County Fair Week.
- In November, we celebrated "Dinovember" with a number of events for all ages. We started with a special StoryWalk®, craft and snack for kids and parents, followed by dino scavenger hunts and crafts all month. Teens had a 3D dinosaur experience in their STEAMPunks meeting, and adults were able to participate in the "Can I Jurassic You a Question?" trivia quiz bowl contest.
- The library was named as one of the grant recipients for Upper's Fantasy of Lights in 2022. The grant will support our elevator renovation project.

GENERAL

Staff hours increased slightly from about 8.58 to 8.72 FTEs, as a few staff members adjusted the number of hours they worked. Karen Shuman resigned as a library assistant in July, but otherwise staffing remained stable. All of our team members showed great commitment and flexibility in continuing uncertain conditions.

The SEO consortium continues to use SirsiDynix's Symphony online catalog and Enterprise public access portal. In 2022, SEO began using the Patron Point service to notify patrons of holds that have become available, and of items that have automatically renewed, as well as those that failed to renew due to holds or having reached the renewal limit. These messages are more personalized and branded compared to the previous service, and are sent to patrons that use email or text messaging for their notifications. Patrons who request notification by phone are still notified by Unique Management Services.

The library uses Unique Management Services (UMS) for collection of unreturned materials and unpaid fees. In 2022, 63 accounts were submitted to them; 58 accounts had action on them (materials returned or fees paid). We collected \$158.92 on placed accounts, and materials valued at \$2,527.81 were returned during the year. Statistics provided by Unique state that cumulative recovery on library accounts by UMS show a return on investment of 5:1 for the past 12 months. We also use UMS to notify patrons of overdue items, saving a considerable amount of staff time. Unique also notifies patrons of available holds if they request notification by phone, while emails and text notifications are now handled through Patron Point.

In 2022, the library received 57 monetary memorial or honor donations totaling \$7,415. In addition, eight individuals and groups either requested specific materials be purchased or donated the materials themselves. Donations were received from Charles and Jean Gottfried, the Wyandot Garden Club, the Pythian Sisters of Ohio, and the USANDO Literary Club. United HealthCare donated a large projection screen for the meeting room. We also received an additional payout of \$3,200 from the Christina Nelson estate, and a grant of \$2,578.50 from the Columbus Foundation's David H. and Mary Lois Stansbery Endowment Fund for media and programming to promote the study of science, history and philosophy.

ADULT PROGRAMS & SERVICES

HOMEBOUND DELIVERY

We currently have 10 patrons in private residences and Fairhaven enrolled in our Homebound Program. Homebound Coordinator Holly Higgins sends 30-40 books, audiobooks and DVDs each month to the Wyandot County Skilled Nursing and Rehabilitation Center, rather than checking out items to individuals there. The Inn at Westbrook still requests that we suspend deliveries due to COVID risk; Holly checks back from time to time to see if they are ready to resume the service. This fall she also reached out to leaders of area churches to ask them to share information about the homebound program with anyone they might know who could benefit from homebound delivery. Response so far has been limited but encouraging. Materials are delivered by volunteers from the Friends of the Library.

We have been meeting with Amy Gardner from the Council on Aging to see how we can work together for better outreach to seniors. Holly attended a couple of Council on Aging events this year to promote the homebound program, including their Veterans' Day program on November 14th. She was able to connect with quite a few people there, and had a display of various items, including DVDs, books, and books on CD. She also promoted our book clubs and brought along the books for the Council on Aging's book club as well.

BOOK CLUBS

The library has three adult book clubs: Common Readers, which has a dedicated group of readers who each month read a book selected by the club members; Inglorious Bookworms, which focuses on books of a different genre every month; and BookTalk, which allows readers to talk about the books they are reading individually at that time.

COMMON READERS

Common Readers is a fairly formal group, with the members voting on the titles to be read each month; they meet monthly except for July and December. USCL book club facilitator Krystal Smalley preorders copies of each month's selected title in various formats from other SEO libraries for anyone wishing to participate and facilitates the discussions.

Common Readers was completely in-person in 2022 by member request, though the Zoom option was still available to anyone who requested it. Common Readers' attendance averaged 13.6 members over the 10 months the club met, an increase over 2021's average of 10 per meeting; this was one of the better-attended years over the past five. The most attended gathering occurred in October when the group read Stephen King's *Joyland*. Three of the ten meetings also saw non-members attend the discussions.

One of the highlights of Common Readers in 2022 was the August discussion of *This Tender Land*. Common Readers facilitator Krystal Smalley was able to bring best-selling author William Kent Krueger to the meeting virtually and have him speak about his book, life, and writing process. The members enjoyed the discussion immensely and asked if an author talk could happen again in 2023.

INGLORIOUS BOOKWORMS

Inglorious Bookworms is a new book club established in 2022 to meet the needs of readers who prefer reading genre books. The year focused on romance, science fiction, mystery, fantasy, and thrillers. While not as well-attended as the long-established Common Readers, Inglorious Bookworms had eight different members attend the various discussions. The most well-attended discussion (seven members, two of which were not regular attendees) occurred in September with *The Devil and the Dark Water* by Stuart Turton, a mystery book.

BOOKTALK

Throughout the year, BookTalk consistently had two to three members attend the program to talk about books they were reading. These discussions often ended with

those same books being put on hold or checked out by another member. The February meeting was cancelled due to weather.

OTHER PROGRAMS

CRAFT PARTY

Craft Party is a monthly in-person program designed to promote social interaction and creativity. Upon arrival, snacks, drinks and conversation starters are provided. Participants make the first of two crafts and then participate in a brief party game with prizes. Then they make the second craft and receive a party favor reminder for the next session. An average of 12 participants attended the ten meetings (there was no meeting in March or August).

LUNCH BUNCH

The former What's Cookin' Cookbook Discussion group continues as a smaller, noontime gathering called Lunch Bunch. Facilitated by Cheryl Lyon, it meets monthly to share recipes and cooking tips and enjoy a potluck meal. Lunch Bunch averages 9 to 10 participants a month; attendance increased over the fall months. There was no meeting in January.

TASTE OF THE TOWN

Patti Davidson hosts this food-oriented program. We invited local restaurant owners to showcase and demonstrate favorite dishes. On January 19, Elaine Boes of Cheers2U gave a demonstration and tasting of a new gumbo dish, and on March 16, we had Tom Smith of Don Tomasso's Italian Kitchen presenting a spring pasta dish. Due to the fact that our evening program time coincides with the busiest time of day for restaurateurs, we had trouble finding additional guest presenters, so Patti and her husband Tony stepped up to fill in. On September 21, they made homemade salsa using fresh tomatoes from their garden. Samples are always available for Taste of the Town attendees to enjoy. Patti has also started offering a monthly "Spice It Up" seasoning pack with recipes for folks to try. We've had shawarma, chili, stuffing, and poultry seasonings, with about 25 spice packs going out each month.

TECH CONNECT

In January we introduced this new opportunity for patrons to meet with library staff to get help with their technology questions. Tech Connect is open every Tuesday at 11:00 a.m., although it is also possible for patrons to schedule appointments outside this time. Staff assisted 26 people throughout the year with tech-related questions. These were primarily problems with mobile phones and tablets, although other issues were also addressed.

WYANDOT COUNTY PUBLIC HEALTH

Wyandot County Public Health continued their monthly health-related presentations this year. Topics included The Pulse on Heart Health, The Science of Sleep, Gardening for Your Health, Click It or Ticket, Family Health & Fitness, The Science of Addiction, Car Seat Safety, Spooky Health Phenomena, and The Flu and You.

ADULT READING PROGRAMS

Our Winter Reading Program returned in January-February. Participants earned entries for a prize drawing every time they checked out books. We had 15 people register for the Winter Reading Program.

The Adult Summer Reading Program, "Oceans of Possibilities," was held in June-July, concurrent with the children's and teens' programs. In 2022, 50 people participated in the program, using BINGO-style cards to track reading, participation in programs, etc., to win chances for a prize drawing.

Other adult programs included:

- Wyandot County Sheriff's K9 Team
- Reel Trivia Quizbowl
- Nothing But Chocolate - Debbie Frey
- Craft Supply Swap
- Holistic Healing
- Hollywood is Murder Interactive Mystery, with the Star Theater
- Spring Plant Swap
- Plant Talk – Jim Barney
- TV Trivia Binge Bowl
- Self-Defense Class – Bee-Safe Security
- Save the Lake – Lake Erie Foundation
- There's Something in the Water: What Lurks Below?
- Handel's Water Music – Marion Recorder Consort
- There's Something in the Water: Recovering Titanic's Victims – Ashlie Payton
- Sea Glass Program – Julie Keller
- Inconceivable! The Princess Bride Interactive Movie
- Summer Luau
- Say No to Scams – Holly Frichean
- Conquering the Computer
- Medicare Help
- Fall Plant Swap
- It's All a Bunch of Hocus Pocus Interactive Movie
- Clothing Swap
- Card Creations – Joy Wilson
- "Can I Jurassic You a Question?" Quizbowl
- Holiday Concert – Marion Recorder Consort
- Holiday Sweets Workshop
- Alzheimer's Education Program – Alzheimer's Association

SUMMARY:

Overall, an estimated 1,118 people took advantage of our adult programs.

FRIENDS OF THE LIBRARY

This year the Friends of the Upper Sandusky Library was approved as a 501(c)3 non-profit public charity. The Friends currently have 27 individual members and 11 family memberships. Friends participate in fund-raising, providing refreshments for library programs, help pay for library programs, and purchase materials and furniture for the

library. This year they purchased four large mobile storage units to help ease storage issues in the library and additional library logo shirts for staff to wear to work. The Friends' Annual Book Sale and Santa's Secret Store were both quite successful this year. As usual, the Friends decorated the library beautifully for Christmas.

The Friends donate board books in the Born to Read program, which works with Wyandot Memorial Hospital to distribute early literacy materials to babies and young children through local physicians' offices. This year they also made a donation to the Wyandot County Imagination Library, which sends a monthly book free of charge to enrolled children from birth to age five.

YOUTH SERVICES

STORYTIMES

TINY TOTS STORYTIME

Storytimes for young children are presented by Jill Stansbery. Tiny Tots StoryTime is held 3 times a week for children birth through age 3 and their adult caregivers. This program's goal is to introduce reading, sharing and getting along with children their own age while having the comfort of a parent or caregiver. There were 1,963 participants in 2022, averaging 15 per session.

PRESCHOOL STORYTIME

Preschool StoryTime is held each Monday morning for children ages 3 to 6. The kids listen to stories, do finger plays and look forward to science experiments, an average of 9 attendees over 34 meetings. Miss Jill also carries her storytimes to about half a dozen preschool classes each week, including Head Start. In 133 visits, she reached an average of 13 children each time.

FIRST GRADE VISITS

First grade classes come to the library once a month from October through May. The students learn about authors and illustrators, both fiction and non-fiction. Miss Jill and Miss Lisa read stories, and they learn to do an experiment they can try at home. Students also learn how to behave in the library and how they should treat books. This year we also had nine 2nd grade class visits, and one 3rd grade.

STORYWALK®

StoryWalk® has continued in our downtown. The story is changed monthly, and kids are encouraged to write the code letter from each page of the book that is posted in local business windows. Upon completion, they return to the library and tell a librarian the code in order to get a prize. This helps us to know how many kids are doing the StoryWalk®. The StoryWalk® concept was created by Anne Ferguson of Montpelier, VT and was developed with the help of Rachel Senechal, Kellogg-Hubbard Library.

GINGERBREAD HOUSE WORKSHOP

The Gingerbread House Workshop made its fifth appearance in December. The library supplied the frame and frosting, while kids of all ages brought in supplies of candy, cookies, and graham crackers to create their masterpieces. It was a lot of fun. Fifty houses were made to display at home.

OTHER CHILDREN'S PROGRAMS

THAT THURSDAY THING

TTT is held each Thursday during the school year from 3:00-4:00 p.m. for kids of all ages. Activities include games, snacks and crafts. The Kids Can Cook program is now included in the Thursday activities in order to allow more kids to participate. This is a chance for the librarians to get to know the kids better and for the kids to hang out with their friends. The average number of kids participating is 12.

GRAB-N-GO MEALS

Grab-N-Go Meals were distributed from January through May from 3:00 to 6:00 p.m. Monday through Friday to kids 0 to 18 years of age. A total of 820 meals were passed out, with an average of 9 per day. Beginning with the 2022-2023 school year, Wyandot County no longer qualifies to receive the free Grab-N-Go Meals. In reviewing the data, it was found that the population really needing a meal was not coming in to get one.

TEEN/TWEEN PROGRAMS

STEAMPUNKS

The STEAMPunks program provides opportunities for students in grades 6-12 to fulfill community service obligations by assisting at library programs and helping the staff in a variety of ways, as well as participating in monthly meetings that include fun and educational activities. The STEAMPunks mission is to promote healthy, happy and productive citizens by providing youth development opportunities through a variety of programs and activities that cultivate community growth and appreciation and that include elements of science, math, engineering, art and math. Members also advise Youth Services Specialist Lisa Andres on library materials and activities for tweens and teens. In the 2021-2022 school year, STEAMPunks met the first Monday each month from October through May; starting in September 2022, they are meeting on the second Monday. Activities this year included solving mysteries, decorating a haunted house, participating in an escape room activity, using technology for Play-Doh animation and Makey-Makeys that turn objects like bananas and potatoes into computer interfaces. During Dinovember, students explored a dinosaur jungle using Oculus virtual reality headsets and learned about the library's new 3D printer.

HUB

Teen/Tween Coordinator Lisa Andres presents a program once a month at the HUB ("Here U Belong" – the Wyandot County youth program). Some of the activities they have worked on are Play-Doh animation and the dinosaur-themed COSI Learning Lunchbox kits. The average attendance is twenty-five kids.

OTHER YOUTH PROGRAMS

The very popular family event "Trail of Terror" for adults and older children returned with "Trail of Terror 2: Campfire Edition." Participants gathered around campfires at Harrison Smith Park to hear stories from books "Scary Stories to Tell in the Dark," "Turn of the Screw," etc.

Our library was very fortunate to have Ohio First Lady Fran DeWine come and read for a story time and give each participating child a book. Mrs. DeWine has championed the Dolly Parton Imagination Library of Ohio. Wyandot County children from birth to

age 5 are eligible to enroll in this program, which allows them to receive a book every month, free of charge to the family.

Dinosaurs invaded the library in November! The month began with StoryWalk® Stomp. Families decorated dinosaur cookies, made a dinosaur craft, and participated in a StoryWalk® guided by Miss Jill and her dinosaur friends. There was also a photo opportunity with the dinosaurs. One hundred dinosaur-themed COSI Connects Learning Lunchboxes were given to the library to distribute to our patrons, and Dinovember was the perfect time to pass them out. These kits include activities that promote science, technology, and more. The month continued with a different dino scavenger hunt and craft each week.

Author Michelle Houts visited the library on November 17 in connection with the Upper Sandusky Schools' Title 1 program. Michelle has written a dozen books for young readers from picture books to middle grade novels.

Four children completed the 1,000 Books Before Kindergarten challenge in 2022.

SUMMER READING PROGRAMS

The theme for this year's summer reading programs was "Oceans of Possibilities." The elementary students in the Summer Reading Club had fun playing Bingo. Each participant received a prize and an entry into a drawing for each BINGO and a new book when the card was completed. Eight hundred and fifty-seven children age 3 through 5th grade participated in the program, which ran from June through July. Some of the activities kids could participate in were the "Little Mermaid" interactive movie, Chelsea Gottfried's program about animals that live in the water, and the local FFA's "Bring the Farm to the Library" with a variety of animals ranging from dogs to a turtle to a snake.

"Wee Read!" was the Summer Reading Program for children from birth to age 3. Twenty little ones participated in this program. Families were able to earn board books for their children by reading to them.

The 2022 middle/high school Summer Reading Program had 45 participants earning entries into a drawing for each BINGO they had.

SUMMARY:

Approximate number of children's/youth activities held at the library: 306

Total number of people participating in the activities held at the library: 5,761

Approximate number of children's/youth activities held outside the library: 175

Total number of people participating in the activities held outside the library: 3,932

SOCIAL MEDIA AND MARKETING

The goal of social media for USCL is to inform, entertain, and engage our patrons and others about USCL and the activities and the programming we provide. In 2022 we targeted Facebook and Instagram in our efforts, led by Marketing and Social Media Coordinator Krystal Smalley.

The library's largest platform, Facebook, continued its steady growth. Our total Facebook follows increased from 1,914 in December 2021 to 2,118 in December 2022.

The library's Instagram account continued to see growth in followers, ending the year with 523. This social media platform continues to be an area that we can improve upon, especially with Reels and videos.

Our YouTube channel moved into its second year, but we have reduced the number of videos posted there. It was primarily used to share the Common Readers recorded Zoom meetings at the beginning of the year, as well as the author interview in August. Despite the scale down of videos, our YouTube channel still pulled in views from older videos, especially the What's Cookin' and Kids Can Cook videos. We ended the year with 28 subscribers (gaining three in the year), 415 views, and 9.1 hours in watch time.

Minor changes and updates were made to the library's website to stay current. We made more use of the website's alerts function, which allows us to add notifications at the top of the page of closures or any other timely and important information. It especially came of use during the December holidays when the library was closed due to weather.

In 2022, the website had 22,825 sessions. A session is defined as the period time a user is actively engaged with a website. All usage data, including screen views, events, etc. is associated with a session. This is a slight decline from last year's 22,951 sessions.

Our best months pertaining to sessions occurred in January (2,676), May (2,381), and July (2,447). We saw a total of 37,772 pageviews (pageviews are the total number of pages viewed, including repeated views of a single page) compared to 40,635 pageviews in 2021. Our top months in pageviews were January (4,251) and July (4,163). This shows that January and July are two of our best months to serve patrons with programming and materials.

Krystal sends press releases on a bi-monthly basis to New Vision FM, the Wyandot Chamber of Commerce, the *Daily Chief Union*, the *Findlay Courier*, and Joy Wilson for the community calendar. She also sends weekly emails to the *Daily Chief Union* with a list of new books at USCL.

Krystal continued to meet with Jon Bowlus of New Vision FM radio station in Upper Sandusky on the first Tuesday of every month to record an interview. That interview is

aired twice a month to help promote library activities. The station also records public service announcements that Krystal sends them by email on a monthly basis.

The library's monthly newsletter, titled "Cover to Cover," is edited by Rachel Keirns-Moore. Rachel also designs posters, signs, Facebook ads and website storyblocks to promote library programming and keep the staff and public informed on what is happening at the library.

INTERLIBRARY LOAN

We received 35 requests by USCL patrons for materials not owned by any SEO library. Of these, 33 were filled. We also filled an offline ILL request by the Seattle Public Library. In addition, the library responded to requests for copies of 60 obituaries from local newspaper back issues and carried out 7 historical research projects for patrons. Historical research projects included requests for pictures of homes or businesses at a particular point in time, information on Wyandot Indians and their descendants, cemetery plot locations, and plat maps of property owned by early settlers of Wyandot County.

COMPUTER USAGE

The library has 10 public-use Internet computers. Patrons use these to check email accounts, surf the web, play games, create documents in MS Office applications, and make use of the Cypress resume-writing aid and NUWAV Legal Documents software, as well as accessing numerous research and hobby databases supported by the State Library of Ohio. We contract with Buckeye IT to provide security and monitoring services to increase our cybersecurity capabilities and keep the computers running well.

Average use of the library's public computers in 2022 was 248 a month, up from 210 per month in 2021. (The average in 2019 was 796 per month.) We have not been able to track the number of users accessing the library's Wi-Fi since the end of 2021. Buckeye IT has spent a considerable amount of time working with this issue, but the Librarica software we use to control public computer access appears to no longer count these logins.

MEETING ROOMS

In addition to use by the library for its programming needs, the library's meeting rooms were used 157 times by outside groups, including the Friends of the Library, 4H, the American Legion, FFA, Girl Scouts, the National Youth Advocate Program, the North Central Ohio Beekeepers Association, North Central Ohio ESC, Ohio KAN, the Ohio Mennonite Conference, Open Door, the Pythian Sisters of Ohio, Red Cross, Tri Sigma Sorority, United HealthCare, Upper Sandusky Hispanic Involvement, USANDO, Wyandot County Economic Development, the Wyandot County Historical Society, Wyandot County Republicans, Wyandot County School Counselors, and a group teaching English as a second language. A number of individuals used them for meetings, studying or tutoring when not in use by groups.

ELLISON ROOM

The Ellison die collection for making cutouts for signs, scrapbooking, classroom materials, etc., was used 90 times by the public, as well as for creating library programming materials and signs. In addition to USCL's own collection of dies, patrons can request dies from SEO for use at our library.

SHOWCASES AND DISPLAYS

Rachel Keirns-Moore creates most of our library displays. We typically have four to six display areas, which are updated monthly to feature special programs or topical themes. Rachel also coordinates with community groups who may use the large showcase in our front vestibule to share their projects and mission. Displays by library staff in 2022 featured Theodore Roosevelt, Black History Month, Women's History Month, National Craft Month, National Library Week, Harry Potter, Oceans of Possibilities (Summer Reading Program), Circus History, Hobbit Day, Banned Books, Gratitude, Dinovember (featuring Betty Brontosaurus), Holmes for the Holidays, and many, many more.

The Wyandot County Hall of Fame (February), the Wyandot County Farm Bureau (March), and the Lions Club (October) used the large display case to highlight their groups.

We once again are very grateful to Charlotte Leeth for sharing her Christmas Nativity Scenes from around the World in December. This was the last time for this display, as Charlotte has decided to give up her collection.

USC Monthly Circ Stats 2022															
	January	February	March	April	May	June	July	August	September	October	November	December	Annual Total	2021	
Total CKO	7,304	6,207	7,197	7,003	7,371	8,622	7,580	7,836	7,544	8,117	7,792	7,488	90,061	83,965	
SEO Outbound	1,690	1,495	1,617	1,516	2,205	2,446	2,228	2,482	2,312	2,334	2,386	2,363	25,074	22,817	
Paperbacks	18	11	15	27	2	35	50	23	53	55	25	27	341	275	
Puzzles	14	16	20	9	3	4	12	16	10	8	9	10	131	84	
Hoopla music & video	4	6	5	6	14	13	7	8	6	16	19	18	122	176	
E-Book circulation (Libby & Hoopla)	881	838	844	784	777	751	858	854	759	752	776	860	9,734	9,206	
Circulation Totals:	9,911	8,573	9,698	9,345	10,372	11,871	10,735	11,219	10,684	11,282	11,007	10,766	125,463	116,523	
Juvenile Circ	3,114	2,733	3,241	2,240	3,185	3,972	3,246	3,205	3,104	3,523	3,244	3,008	37,815	35,482	
Days Open in Month	24	21	27	26	25	25	25	27	24	25	24	24	297	300	
Average daily circ	413.0	408.2	359.2	359.4	414.9	474.8	429.4	415.5	445.2	451.3	458.6	448.6	422.4	388.4	
Borrowers as of:	2/1/22	3/1/22	4/1/22	5/1/22	6/1/22	7/1/22	8/1/22	9/1/22	10/1/22	11/1/22	12/1/22	1/1/23			
Registered Active Borrowers:	2,800	2,761	2,767	2,761	2,740	2,726	2,697	2,706	2,686	2,768	2,751	2,749			
Expired Borrowers	2,239	2,294	2,315	2,343	2,393	2,442	1,891	1,939	2,061	2,096	2,145	2,171			
Total Borrowers	5,039	5,055	5,082	5,104	5,133	5,168	4,588	4,645	4,747	4,864	4,896	4,920			
New Borrowers	32	16	31	21	24	41	36	57	112	118	32	24	544	448	
					613 expired patrons purged 7/12/22										
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Total	2021	
Heritage Room Use	10	16	24	12	13	18	24	23	16	14	12	16	198	169	
Ellison Room Use	6	4	13	2	5	2	4	13	9	8	22	2	90	74	
Meeting Rooms (non-library use)	4	4	12	14	11	15	12	12	14	21	23	15	157	59	
Computer Usage:															
Public Access	13	244	296	347	291	206	212	287	238	313	258	186	2,891	3,276	
Heritage Room	1	4	9	2	10	14	9	8	4	10	6	1	78	48	
Total - all access	14	248	305	349	301	220	221	295	242	323	264	187	2,973	2,676	
					Statistics for Wi-Fi use not available										
Website Statistics/# Sessions	2,676	1,829	1,990	1,989	2,381	1,759	2,447	1,697	1,723	1,811	1,555	1,157	23,014	24,323	
Attendance	3,477	3,387	4,784	4,695	4,682	4,932	4,232	4,981	4,352	4,183	4,409	3,849			
Questions Answered	Directional	2,628													
	Reference	1,594	Estimates based on semi-annual counts over one week's time												