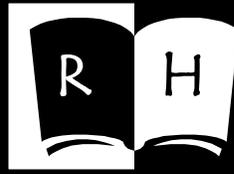


@ Your Library



Ruth Hughes

2017 Annual Report

RUTH HUGHES
MEMORIAL DISTRICT
LIBRARY

Annual Report

QUICK FACTS

The Year in Review

2017 could perhaps be considered the Year of Youth Services at Ruth Hughes, as Mandy Summers, our recently promoted children's and teen librarian, kicked it into high gear. In an incredible 15 day stretch in late spring, Mandy delivered 55 school visits and tours, meeting and serving almost 900 students in preschool through fourth grade. The end result was an increase in circulation of youth materials, and scores of new library card holders.

The library continued expanding its efforts to participate in and support the local community, again led with events for children and families. Library staff and board members sponsored and ran a day-long children's tent at Attica Days, offering free carnival games, crafts, a cupcake eating contest, and a show by the Bubbleman. Parks in Imlay Township and Imlay City also got some library love: children made birdhouses as part of the Summer Reading Program and placed them in Imlay City's new Butterfly Garden; while the Imlay Township Park with its new splash pad was the site of Ms. Mandy's Teddy Bear Picnic and Storytime.

One of the year's most popular events took place in the parking lot at the Attica library: *Touch a Truck* drew crowds of happy youngsters who were delighted to get up close to the big rigs, including much loved fire trucks. A *Solar Eclipse Extravaganza*, also held at the Attica branch, was a stellar sensation, with viewing through solar telescopes provided by the Seven Ponds Astronomy Club (and snacks of Moon Pies, of course!)

On the adult services front, a new program series was met with delight by local ladies: Library Assistant Janet DeLine and Adult Services Coordinator Diane Willick began hosting tea parties filled with interesting conversation and delectable goodies. At the first tea, guests learned the history of the Blue Willow china pattern, an intriguing story full of mystery and folklore.

And speaking of Ms. Diane: she reached a milestone in 2017, as the library helped her celebrate her 20th anniversary with a special party and 20 days of 20 gifts from her co-workers and board members.

The library board itself welcomed a new trustee, Carol Kocik, who we hope will be with us for another 20 years. Carol brings a love of miniature making as her special talent, which was on display at another new program series, *Adult Show & Tell*.

But the year wasn't all tea parties and carnival games, of course. In the technological realm, the library invested in a new server to keep its computer systems humming along, and a new disc cleaning and repair machine to help extend the life of its DVD and CD collections.

Facilities projects included furnace repairs, shelving strengthening at both branches, restroom and study room repainting, and some tree and shrub trimming.

As always, the library staff and board thank our patrons for their support this past twelve months, and we look forward to the coming year!

Sincerely,

Tracy Aldrich
Library Director

- The library checked out 74,484 items in 2017. Almost 5,000 of those checkouts were digital items.
- At year end, the library owned over 47,000 books, DVDs, CDs, and video games, along with more than 630,000 digital items including e-books, audiobooks, music albums, and movies.
- People made over 47,000 visits to the library, and there were almost 9,000 uses of the computers.
- Library staff answered over 16,000 reference questions.
- The library offered 175 programs, attended by over 4,800 people.
- Over 1,900 people used the quiet study and conference rooms.

VISIT THE LIBRARY ON THE INTERNET AT

www.ruthhughes.org

Imlay City Branch
211 N. Almont Ave.
Imlay City, MI 48444
(810) 724-8043
Fax: (810) 724-2602

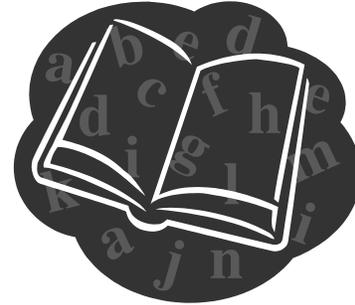
Hours:
Mon., Wed., Thur.
10:00-8:00
Tue., Fri.
10:00-5:00
Sat.
10:00-3:00

Attica Township Branch
4302 Peppermill Rd.
Attica, MI 48412
(810) 724-2007

Hours:
Mon., Thur.
2:00-7:00
Tue., Fri.
10:00-3:00

Library Financial and Usage Statistics — 2017

The primary source of operational funds for the library comes in the form of a tax levy (i.e., *library millage*) from the residents who reside in Attica Township, Imlay City, and Imlay Township. Other forms of revenue include, but are not limited to, the following: Penal Fines (e.g., traffic violations), State Aid, Miscellaneous Fees (e.g., copies, fax, overdue fines), Federal and Local Grants, and Private Donations. All figures below are taken from the annual audit and the library's Quickbooks.



2017 Fiscal Revenue

Property Taxes	\$ 330,810
Intergovt. Revenue	\$ 7,509
Charges for Services	\$ 9,159
Fines & Penal Fines	\$ 37,019
Interest Earned	\$ 1,333
Donations	\$ 3,973
Other Revenue	\$ 8,236
Total Revenues	\$ 398,039

2017 Fiscal Expenditures

Payroll Expenses	\$ 248,170
Library Supplies	\$ 15,292
Contracted Services	\$ 42,208
Insurance	\$ 7,012
Building Maintenance	\$ 18,114
Utilities	\$ 15,017
Miscellaneous	\$ 8,540
Capital Outlay	\$ 10,671
Materials (Books, etc.)	\$ 28,428
Total Expenditures	\$ 393,452

Fiscal Operational Summary:

Net Change in Fund Balances
\$4,582

Fund Balance—Beginning of Year
\$775,944

Fund Balance—End of Year
\$780,526

Note: approximately half
the year end fund balance
is operating revenue for the coming year.

Circulation Statistics: Items Checked Out

Print Materials	30,248
DVDs	21,248
Music CDs	1,078
Audio Books	1,327
Video Games	1,235
Digital Materials	4,906
Youth Material Check Outs	22,632
Adult Material Check Outs	32,553
Total Circ Imlay	61,713
Total Circ Attica	3,065
Items Loaned to Other Libraries	4,802
Items Borrowed from Other Libraries	10,380
Total Circulation	74,484

Note: not all materials have a category, youth, or adult designation, therefore these figures do not necessarily equal the total circulation.



Public Computer Usage 8,868