



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

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LIBRARY OF MICHIGAN
ANNUAL REPORT
FISCAL YEAR 2016-2017

Pursuant to Section 11 of the Library of Michigan Act (Public Act 540 of 1982 – MCL 397.21), the state librarian shall report annually to the governor and to the legislature on the operations of the library and on the progress made in automating the operations of the library. The Library of Michigan prepared the following to meet the requirements of MCL 397.21.

MISSION

The Michigan Legislature created The Library of Michigan to guarantee the people of this State and their government one perpetual institution to collect and preserve Michigan publications, conduct reference and research and support libraries statewide.

Michigan eLibrary (MeL) (<http://mel.org>)

- People of all ages throughout the state continue to find and use MeL for school, personal, and academic research, business/economic development, skills building/test preparation, state and family history and for borrowing actual library materials.
- Over 18 million titles are available for Michigan residents to borrow via the MeLCat system, provided that their library is a member library. Currently 460 libraries—public, academic, school and special—participate in MeLCat.
- MeL Team members traveled all over the state promoting MeL resources at library, education, and business conferences, workshops, trainings, in-services and presentations.
- Christine Schneider, MeL K12 Education Specialist, joined the MeL Team in December 2015. She is tasked with working with K12 educators and administrators to first introduce them to MeL and the content that their students can use and to help them understand how to incorporate MeL resources in the classroom. Christine travels all over the state providing free professional development and has created workbooks for MeL Kids and MeL Teens that are used in the training as well as slide decks and videos. Christine conducted in-person or online training and consultations to over 75 groups, reaching over 4,000 educators. The MeL Teachers site, <http://teachers.mel.org>, created by Christine, continues to be the go-to portal for Michigan educators and those who support their work.
- The MeL Minute message continues to be distributed on Thursdays to several electronic discussion lists, is posted on MeL.org, and is linked to social

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media outlets such as Twitter and Facebook. The MeL Minute message is a brief, narrowly focused use tip or operation update about MeL resources and components. They are aimed at frontline staff who need to know the best features, functional updates, or practical uses of MeL's many components. New to the MeL Minute line-up this fall are statistical reports that reflect how MeL is being utilized by Michigan libraries, schools and residents; these Minutes generate a lot of comments and we plan to do more of them in the upcoming year. The MeL Minute reaches over 8,500 email addresses each week.

- Users conducted over 30 million MeL database searches in FY2017.
- In partnership with the Midwest Collaborative for Library Services (MCLS) a series of short videos and webinars continue to be created to educate library staff and teachers about the various components/resources in MeL of particular interest to the library community, <http://mcls.org/mel/mel-training-events/> During FY2017, eight training sessions were held with a total of 135 attendees.

Digitization, Preservation, and Access to Electronic State Government Information

- During 2017, LM completed a redesign of Governing Michigan, the Library's digital repository, including a structural reorganization and a rigorous accessibility review. The site now offers a colorful and modern design overall, combining access to the Library's digital collections and online tools and resources for researching government information. Governing Michigan also serves as the primary source for information on the Michigan Documents Depository program. The user can access scanned materials from the Library's unique collections as well as cached, born-digital Michigan government documents and links to other online sources of state government information. Nearly 2,000 additional items were added in 2016/2017 including a new collection of historical Michigan county, municipal and township codes and charters. The site (<http://www.governingmichigan.org>) had 12,400 visitors and 80,000 page views during 2016/2017.
- Overall, LM staff digitized almost 100,000 pages from the Michigan Documents and Law collections, more than double the amount in FY2016. The majority of these items were Michigan House and Senate bills and associated legislative documents that were added to the Michigan Legislature's website (www.michiganlegislature.org) in a joint project with the Legislative Service Bureau to provide copies of scanned bills and analyses from 1995/96 session and earlier. The project continues and scanning of legislative documents from the 1989/1990 session is currently underway. LM is also developing relationships with other state government agencies to provide online access to current and historic materials, including Michigan administrative law decisions.
- The Library captured over 3.5 million web-based state government publications during FY 2016/2017, providing long-term online access to real-time and historical state government websites through Archive-It, a web-archiving service of the Internet Archive. Work continues capturing associated social media outlets and expanding the scope and depth of content captured.

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Ready to Read Michigan (www.michigan.gov/readytoread)

- The Library of Michigan's Ready to Read Michigan program, part of "March is Reading Month" programming at public libraries, gives libraries the tools to conduct outreach and promote the importance of reading aloud to young children throughout the state. Designed for public library use in storytimes and for outreach to further develop early literacy skills in the young child, Ready to Read Michigan is meant to model to parents and caregivers the five practices of early literacy from the Public Library Association's Every Child Ready to Read initiative: talk, read, play, sing, write. This program is made possible by grant funds from the U.S. Institute of Museum and Library Services (IMLS) administered by the State of Michigan through the Library of Michigan.

Summer Reading Program

(<http://www.michigan.gov/youthlibraryservices> scroll down to Summer Reading Program)

- Summer Reading manuals and materials for early literacy, children, teen and adult programs were sent to all public library buildings.
- Almost 206,000 attended Summer Reading events in 2017, according to libraries surveyed.
- The Library continued this fiscal year to promote the Meet up and Eat Up Summer Food Service program from the department as a partner for public libraries serving economically disadvantaged communities as a way to support both literacy and nutrition during the long summer vacation when access to the national school lunch and breakfast programs are not available.

Every Child Ready to Read (ECRR)

- Every Child Ready to Read (ECRR) in Michigan is a two-year initiative, focused on training library staff across the state, on the Five Practices of Early Literacy, as put forth by the Public Library Association. Sue McCleaf Nespeca is an early literacy consultant contracted for the 2-year period of ECRR in Michigan, offering a monthly newsletter, 10 webinars and 7 workshops to public library staff.
- In fiscal year 2017, Sue McCleaf Nespeca trained 352 library staff members over the course of four in-person workshops and three webinars.
- Over 93% of survey respondents either agreed or strongly agreed that the instruction improved their knowledge of early literacy, with a similar number agreeing they will be using what they learned throughout their work with children, parents, and caregivers.

Michigan Notable Books (<http://www.michigan.gov/notablebooks>)

- The Michigan Notable Books (MNB) program highlights twenty of the previous year's most engaging books that are set in Michigan, have a Michigan theme or are written by a Michigan native or resident.
- Over 265 books were considered for the 2017 Michigan Notable Books list.
- The MNB Author Tour this year consisted of fifty library visits across the state from Houghton to Monroe.
 - Of those, four stops were at school libraries and five were at academic libraries, including *Michigan Technological University* for the first time.
 - Over 2,600 individuals took advantage of these author stops across the state, averaging about fifty-two attendees per visit.
 - Eighteen of the twenty authors participated in this year's tour.
 - Over 220 people attended the 14th annual *Night for Notables* event, held April 1st, 2017. This is the Library of Michigan's opportunity to publicly recognize the authors and books selected as Michigan Notable Books. This year's ceremony featured Michigan author and poet Thomas Lynch. Thomas Lynch is the author of five collections of poems and four books of essays, and his work has been the subject of two documentary films.

Library Benchmarking and Recognition: QSAC and SL21

Quality Service Audit Checklist (QSAC) (<http://www.michigan.gov/qsac>)

- Through the QSAC program, public libraries can evaluate themselves to determine their strengths and areas of improvement. To date, one library has achieved the highest rating of excellent, four have achieved or maintained the enhanced level, and twenty-one have achieved or maintained the essential level.
- The Library of Michigan continues to work closely with the Friends of Michigan Libraries Trustee Alliance to educate public library trustees on the benchmarking program and how it can be used in the community to advocate for library support.

Michigan School Libraries for the 21st Century Program (SL21)

(<http://www.michigan.gov/sl21>)

- This self-evaluation tool allows schools to quantify the quality of their school library program. The number of certified libraries is currently 133, continuing the increase from last year, with 67 libraries achieving the highest rating of Exemplary and 66 libraries achieving the Qualified level.
- The Library of Michigan recognized East Middle School Library in the Plymouth-Canton Community Schools district as the second Model 21st Century School Library. Katherine Lester, School Library Media Specialist at East Middle School Library, will be available for consultation and visits for the 2017-2018 school year.

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- The Library of Michigan continues to work closely with school libraries through the School Workgroup and with the Michigan Association for Media in Education (MAME) leadership to promote quality school library programs.
- The Library of Michigan uses the School Library online announcement list, with over 6,000 members, to provide information to the school library community on statewide resources, national and local library issues, grants, and other topics of interest to school librarians.

Library Services and Technology Act (LSTA) (<http://www.michigan.gov/lsta>)

- The Library is continuing an intensive focus on continuing education for library staff and trustees, and has begun two new grant initiatives to provide both community-wide and local program support. Initiatives include:
 - A statewide membership in United for Libraries, a national professional development organization for public library trustees.
 - Continuing education stipends for academic, public and school library staff to allow more staff to get quality training at state or national conferences.
 - The final stage of a community engagement program using the Harwood Institute methods to help libraries understand and work with their communities.
 - A Collaborative Library Services grant program allowing libraries with community partners to develop innovative programming over a period from one to three years with funding from \$50,000 to \$500,000. Four libraries received funds in FY17 – Ypsilanti District Library, Jackson District Library, Dearborn Public Library and Wayne State University Library System.
 - A Public Library Services grant program to provide materials for summer programs at public libraries for technology, children and teen, or literacy programs. 67 public libraries received from \$500 to \$2,000 in summer 2017 to do a new program or make a current program more robust.

Partnerships

- Institutions both statewide and local are contacting the Library of Michigan to find out how they can partner with libraries. They recognize that libraries are the place to partner with because of their real connection with communities. The Library of Michigan supports these collaborations and continues to encourage libraries throughout the state to participate in the various available partnerships.
- LM continues its participation in a collaborative digitization project scanning federal government documents from its collection. The project, begun in the Fall of 2016, is a partnership that includes the Big Ten Academic Alliance, the University of Minnesota, Michigan State University Libraries, and Google. The materials are titles that Google has not located at the many other libraries it has worked with over the years, which attests to the strength of LM's collection. MSU provides most of the staff needed for the project, with LM providing oversight and management of the work. Since inception, the project has shipped nearly 75,000 items to date to Google for scanning, with a goal of 100,000 items. The project is anticipated to end by mid-2018.

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- The Library of Michigan announced this year that the collections of the Michigan Service Hub are officially 'live' in the Digital Public Library of America, DPLA, and ready to explore! The Michigan Service Hub represents a collaborative effort between the Library of Michigan, University of Michigan, Wayne State University, Michigan State University, Western Michigan University and the Midwest Collaborative for Library Services. As of September 2017, the Michigan Hub partners have made over 204,000 new items discoverable in DPLA and plan to add more in the future. Michigan's contributions to DPLA are rich in the state's local history and culture including the auto industries of the Motor City, but that's not all – look for collections and items representing such diverse topics as Civil War soldiers' experiences, cookbooks, botany, and social protest posters. You can begin exploring the newly added collections today at <https://dp.la/search?partner%5B%5D=Michigan+Service+Hub>.
- LM continues to collaborate with MCLS, the Cooperative Director's Association, Michigan Association for Media Educators, the Michigan Association for Academic Libraries and the Michigan Library Association on the creation of continuing education and professional development events. The main event in 2017 focused on safety in libraries and brought in speakers to discuss security issues in libraries as well as helping library staff define what is a safe space for patrons. LM continues to collaborate with these organizations to bring additional workshops and events to Michigan library staff in 2017. Collaborating helps all the organizations make efficient and wise use of funds to support the Michigan library community.
- The Library of Michigan subsidizes website hosting for Michigan libraries through Ploud (Public Libraries in the Cloud). In the winter of 2017, the Library of Michigan carried out a nation-wide survey of Ploud libraries to determine which enhancements and new features to request from vendor Enfold Systems. Numerous enhancements have been released as a result of that inquiry. In the fall, Library of Michigan staff conducted a multi-stop Ploud workshop tour that reached about 45 staff members around the state. Ploud serves about 100 libraries and one library co-op - almost half of the small and rural libraries are in the lower peninsula. Costs increased by approximately 3% and libraries paid \$200 this year for their templates, hosting, security and upgrades, with the Library of Michigan using LSTA dollars to pay the remaining 55%.
- The Library of Michigan is collaborating with the Michigan Department of Education to provide consulting services, training and support for the E-Rate federal program that jointly provides schools and libraries with reduced internet and internal connections costs to support broadband connectivity. Approximately half of Michigan library systems participate in E-Rate. Of note, a little less than half of the libraries who apply for E-Rate funds do so with the support of a consortium application. The three largest of these consortium applications are library cooperatives: TLN, Superiorland, and Northland. While some libraries find the application process challenging, E-Rate is well-utilized and the libraries that apply for discounts can see a real difference in their bottom line.

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- Librarians throughout the state help their patrons connect with the Secretary of State's ExpressSOS website to save them the time and hassle of having to travel to a Secretary of State's outlet in person. The Library of Michigan in a continuing partnership with the Secretary of State (SOS) is pleased to be running a short PowerPoint about MeL via the Motor Vehicle Network in all SOS Service Centers around the State.
- The Library of Michigan's Youth Services Advisory Council (YSAC) completed a busy first year. The committee provided feedback to the MeL.org team on the use of databases as public library youth service staff, offered a summer reading webinar, is drafting a reading list for summer reading 2018, and provided input and selected the book for the new Ready to Read Michigan program.
- Libraries can provide support to small business owners and entrepreneurs through various programs like LibraryBiz Connect.
- The Michigan Center for the Book (MCFB) is a program of LM and its affiliate institutions, fifteen public and academic libraries from around the state. MCFB (www.michigan.gov/mcfb) is an affiliate of the National Center for the Book. MCFB draws administrative support from LM, programming from its affiliates and works cooperatively with other organizations to provide statewide literary programs and resources. MCFB's goal is to promote an awareness of books, reading, literacy, authors, and Michigan's rich literary heritage. Current activities include the continuation of the Michigan Authors & Illustrators database, participation in the National Book Festival and other book festivals, such as the Kerrytown Book Festival in Ann Arbor and financial support of the Alpena Book Festival. The Library also coordinates Michigan's participation in the national Letters about Literature reading-writing contest for readers in grades 4-12. The program provides the opportunity for students to reflect deeply on a book through essay form. Brochures and bookmarks promoting Michigan-themed reading materials are developed and distributed.
- The Library of Michigan was pleased to announce that Michigan had two National Winners for the Letters About Literature 2017 program. Letters About Literature is a Library of Congress national reading- and writing-promotion program that asks young people in grades 4 through 12 to write to an author (living or deceased) about how his or her book affected their lives. This year's winners come from all parts of the country and wrote to authors as diverse as R.J. Palacio, Lisa Genova, Sharon Draper, Laura Ingalls Wilder and Stephen Chbosky. National Winners received a \$1,000 gift card and National Honor winners received a \$100 gift card. To read more about Letters about Literature or to access the full text of the winning letters, please visit <http://www.read.gov/letters/>.

Library of Michigan Reference and Collections Staff Activities and Services

- The Library of Michigan received its third and fourth installments of a collection of materials from the Michigan Political History Society (MPHS). This collection will add several hundred volumes to the Library's already strong collection of Michigan political history materials. Researchers will benefit from access to this content to examine the role politics plays in the daily life of Michigan

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citizens. Additional materials in the collection will strengthen our state documents collection, as well as the Library's national and local government political and historical holdings.

- In 2017, the Library of Michigan began renovations to merge its 2nd floor Reference and Circulation desks. The new space is open and inviting, welcoming library users to a single service desk and providing a line of sight to the library's collections. The layout is not only visually appealing but beneficial functionally for staff and patrons, and is in keeping with technological advances since the building first opened in 1988. Other benefits to the new design include enhanced security for LM's unique collections.
- In FY2017, reference staff conducted 46 tailored presentations to groups from all three branches of government. Sessions were conducted with groups at their department or office, at the Library, and online.
- A successful state employee outreach venture was "September is Library Card Month" mobilization. LM set up a tent on the Frank Kelley Walkway that spans from the Hall of Justice to the Capitol, which is frequently traveled by state employees. LM staff then set about the task of encouraging state employees to sign up for LM library cards, and promoting the resources they could tap into by virtue of that card. In the hour and a half LM staff were there, 150 contacts of state, legislative, and judicial employees were made. Some already had library cards and had other questions for us; 18 employees completed library card applications. LM plans to repeat this event next year.
- The popular Professional Development Lending Library, a joint service with the Michigan Civil Service Commission, consists of print and audio books to support the development of state employees in a variety of professional areas, including customer service, communication, developing teams, and facilitating change. This year e-audio books have been added to the collection and are accessible for download and listening on mobile devices. This feature has proven to be instantly popular.

State Law Library

- Law Library staff developed and presented new programs on legal resources and genealogy for Saturday programming at the Library of Michigan.
- Law staff presented on State Law Library and Library of Michigan resources for legal professionals at the State Bar of Michigan Annual Meeting in Detroit.
- The State Law Library hosted a program for the Michigan Association of Law Librarians (MichALL) on Library of Michigan services. LM Law staff were invited to present a program on State Law Library services for law firms by Law Librarians of Metro Detroit (LLMD).
- Law staff participated in the Michigan Department of Education-sponsored EduPaths training sessions concerning educational use of copyrighted materials in the Library's collections.
- Training and tours of the State Law Library were provided to state employees and interns in the Michigan Department of Environmental Quality, the Office of the Attorney General, and the Michigan Department of Education.

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- The State Law Library continued its partnership with the Michigan Supreme Court Learning Center to offer a program called "Exploring Careers in the Law," a moot court program for high school students interested in law.
- Law Library staff continued to author articles for the *Michigan Bar Journal*. *Locating the Law: A Handbook for Non-Law Librarians in Michigan*, containing chapters written by Law Library staff and edited by Law Library staff, was published.
- Donations of municipal code materials from law firms to the Law Library make possible continuing efforts to digitize hard-to-find primary legal authorities for inclusion on Governing Michigan. The first set of materials donated was digitized with the assistance of a student intern, and the physical copies have been added to the State Law Library collections.
- Westlaw, an online legal research database for in-house users was re-added, greatly expanding the breadth of the Law Library's collections. ProQuest Congressional was also added to the Library of Michigan's in-house online services, extending the ability to quickly locate and transmit congressional materials to researchers. Also, with the addition of proxy access to law-related research databases, Law staff is able to promote remote usage of resources to state employees.
- Discussions for digitizing the Michigan Records and Briefs (of the Michigan Supreme Court) began between LLMC Digital (LLMC) and the State Law Library/Library of Michigan.
- In the interest of increasing access to government information, the State Law Library began offering copies of public acts and statutory materials through its Document Delivery Service to all at no charge (limited amounts).

Library Data Collection

- The Library of Michigan continues to use LibPAS from Counting Opinions to collect annual data for public, cooperative and Braille and Talking Book libraries. This software is also used to maintain the Library of Michigan's interactive library directory and database and will allow the Library Data Coordinator to directly submit the public library data collected to IMLS. The software stores annual reporting data from the past twenty years and users have the ability to use this information to create custom reporting for their staff and the public. The Library of Michigan uses the software's reporting function to create custom reports upon request for libraries, library board members, and the public, and to release as infographics for publication. Now into the fourth year of using this software, Library of Michigan staff continue to offer data submission and report-building training sessions for users and will continue to offer support.
- The Library of Michigan is continuing the use of Library State Aid Management System (LSAMS) software created by the Department of Technology, Management and Budget. The system has continued to be an efficient, time-saving system. We continue to review and improve processes each year with the addition of LM Staff capabilities to include more reporting and hands on functions.

Events and Conferences

- Reference staff organized or sponsored various events to highlight Library of Michigan collections and services:
 - Thirty talks were given by authors and presenters on Michigan topics, continuing the Library's tradition of providing a venue for authors to present their research and writing related to Michigan.
 - Classes were held on Japanese Stab Bindings and Fly Tying for Angling. Both classes sold out.
 - For the first time, the Library of Michigan hosted the Michigan Shakespeare Company which featured a performance of the play *Ichabod* by a native Michigan playwright.
 - An exhibition was mounted pertaining to Angling in Michigan with a keynote speaker Tom Baird of the Anglers of the Au Sable River organization. Other exhibits included a history of Michigan at the time of statehood, and an impressive exhibit of original Michigan composed sheet music.
- 162 public, school and academic library staffers attended three in-person workshops. Dr. Rachel Magee, from the University of Chicago's iSchool, led discussions on "Teen-Centered and Teen-Driven Library Services."
- In June 2017, librarians from across the state responded to LM's survey of libraries offering adapted programming to children, teens, and adults with special needs. To share the survey results, LM presented a free webinar on "Adapted Sensory Programming for All Ages & All Budgets". Participants received an overview of what adapted programming is, what other libraries (of all sizes!) are doing to reach out to this underserved population, gained some insight on what has worked and/or not worked, and learned some tips to get started.
- Preparations are underway for the biennial Loleta Fyan Small & Rural Libraries Conference to be held at the Grand Traverse Resort in the spring of 2018. This conference is geared toward public library staff who are employed by small and/or rural libraries.
- In September, LM held the Advanced Directors' Workshop with 30 library directors attending. Those attending learned about budgeting, millages, human resources, and community outreach. Attendance at the workshops is necessary for director certification as part of the qualification requirements for state aid to public libraries.
- Also, in September, 44 library directors attended LM's annual New Directors' Workshop. Those directors were able to hear about organizational health, library organizations, library law, responsibilities of boards and directors, and Library of Michigan programs. Attendance at the workshops is part of the qualification requirements for state aid to public libraries.
- The Library of Michigan held its annual Beginning Workshop in May at Shanty Creek Resorts in Bellaire. The event is designed for library staff members that have not had the opportunity for formal library coursework with the goal to introduce staff to a variety of topics and offer them practical skills that they can use in their jobs. Attendance is required for staff seeking Library Certification Level 3 or Level 4. Anyone new to the profession or just hired at a

library, no matter what their academic credentials, are welcome to attend the event. In 2017, 122 attendees learned about library law, intellectual freedom, collection management, customer service, library technology, marketing, youth services, management and supervision. Each year the content is presented by a variety of veteran library staff from across the state.

- The Library of Michigan hosted four workshops to Michigan public library staff on the Public Library Association's (PLA) outcome measurement initiative, Project Outcome. In total, 134 attendees from over 70 libraries participated. This nationwide initiative provides libraries with the tools and knowledge to not only accurately measure the outcomes of specific library services, but allows libraries to compare their results with other libraries throughout the state.
- The Library continued to capitalize on the Farmers Markets on the Capitol Lawn as an outreach vehicle to a wide swath of state and legislative employees, as well as the general public. Using tote bags as a lure, the Library's booth was swarmed with visitors. But just as there's no such thing as a free lunch, there's no such thing as a free tote bag, either. Ours came at the price of listening to staff describe the Library's services and collections, tailored to both state employee and public audiences. Over the course of the three markets, one in July, August, and September, we distributed 1,000 bags, emblazoned with the Library's, MeL's, and MDE's logos, and filled with LM brochures appropriate to the individual (general public or state employee). Follow-up to these outreach efforts routinely included informal small group sessions or meetings, tours, and the canvassing of offices about events and services.
- Thirty-four Michigan Public Libraries were selected to receive a kit containing three copies of a selected picture book title, braille overlay and directions on how to create a StoryWalk® for their community. The StoryWalk® Project was created by Anne Ferguson of Montpelier, VT and developed in collaboration with the Kellogg-Hubbard Library. Storywalk® is a registered service mark owned by Ms. Ferguson. This resource is supported in part by the Institute of Museum and Library Services administered by the Library of Michigan.