



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

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LIBRARY OF MICHIGAN
ANNUAL REPORT
FISCAL YEAR 2015-2016

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.

Many exciting things were accomplished in this 188th year of the Library of Michigan. Early in 2016 the Library of Michigan increased services to state government and Michigan citizens by extending hours to include every Saturday, excepting certain state holidays, and by resuming the circulation of materials to include the public. The Library has further expanded its services by rejoining the statewide borrowing system, MeLCat, which is one component of the Michigan eLibrary (<http://mel.org>). Participation in MeLCat allows state employees and public patrons of the Library to order books from libraries throughout the state and have them delivered to LM for pickup. A complete listing of the library's open hours may be found by visiting <http://www.michigan.gov/reachthelibrary>, emailing librarian@michigan.gov or calling 517 373-1300.

Additional Library of Michigan updates include:

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 16 million titles are available for Michigan residents to borrow via the MeLCat system, provided that their library is a member library. Currently 448 libraries—public, academic, school and special—participate in MeLCat.

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- MeL Team members traveled all over the state promoting MeL resources at a number of 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. She has also created MeL Teachers site, <http://teachers.mel.org>, which is the go to portal for Michigan educators and those who support their work.
- What started as a casual suggestion during a staff meeting has grown into a weekly email read by library staff, educators, and supporters throughout Michigan. 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 Databases, MeLCat, Michiganana, and the Teachers portal as they assist patrons with information needs. The MeL Minute email is sent to several electronic discussion lists, is posted on the MeL.org homepage, and is linked to on social media outlets Twitter and Facebook.
- Users conducted over 29 million MeL database searches in FY2016. There were almost 2 million MeL homepage visits and over 1.1 million searches using MeL's Discovery search found on the homepage.
- 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/>

Digitization, Preservation, and Access to Electronic State Government Information

- Governing Michigan, the Library's digital repository, underwent a structural reorganization of existing collections in anticipation of a website redesign scheduled for launch in 2017. Nearly 6,000 additional born-digital and digitized items were added in 2015/2016 and LM implemented new procedures to ensure that digitized content created by the Library and added to Governing Michigan complies with the Michigan Department of Education (MDE) accessibility requirements. The site (<http://www.governingmichigan.org>) had 17,000 visitors and 75,000 page views during 2015/2016.
- Overall, LM staff digitized approximately 43,000 pages from the Michigan Documents and Law collections. 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 replace missing documents from the 1995/1996 session. The project continues and scanning of legislative documents from the 1993/1994 session are 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.

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- The Library expanded the bulk capture of born-digital state government publications during FY 2015/2016, providing long-term online access to real-time and historical state government websites through Archive-it, a web-archiving service of the Internet Archive. Plans were implemented to increase the frequency of captures of the Executive, Judicial and Legislative Branch websites, and work continues on capturing associated social media outlets and expanding the scope and depth of content captured.

Michigan Reads! (<http://www.michigan.gov/michiganreads>)

- Early literacy kits were developed based on *Do Unto Otters* by Laurie Keller for fall 2015. Nearly 7,000 kits, including the book, programming guide, bookmarks and a poster, were distributed to all public libraries, all schools serving K-2, and all Head Start and Great Start Readiness programs.
- Over 2,000 people attended 23 author tour events in 2015, which was statewide and included three sites in the Upper Peninsula.
- We estimate we reach approximately 600,000 children with the Michigan Reads! program.

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.
- Over 147,000 people participated in Summer Reading programs in 2016 in the reporting libraries, up from 94,000 participants the previous year. Summer Reading event attendance increased by 34% to a total of 268,000 attendees.
- 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 5 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.

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.

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- Over 287 books were considered for the 2016 Michigan Notable Books list.
- The MNB Author Tour this year consisted of fifty library visits across the state from Escanaba to Wayne.
 - Of those, four stops were at school libraries.
 - Over 2,456 individuals took advantage of these author stops across the state, averaging about fifty attendees per visit.
 - Sixteen of the twenty authors participated in this year's tour.
- Over 220 people attended the 13th annual *Night for Notables* event, held April 2, 2016. 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 authors who were given Michigan Notable Book Awards in past years for their compelling biographies of vastly different Michigan governors: Thomas J. Noer, author of *Soapy: The Biography of G. Mennen Williams*; Dave Dempsey, author of *William G. Milliken: Michigan's Compassionate Moderate*; and Lawrence M. Glazer, author of *Wounded Warrior: The Rise and Fall of Michigan Governor John Swainson*.

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, two libraries has achieved the highest rating of excellent, nine have achieved or maintained the enhanced level, and nineteen 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 122, a slight increase from last year, with 64 libraries achieving the highest rating of Exemplary and 58 libraries achieving the Qualified level.
- The Library of Michigan recognized Carpenter Elementary School Library in the Lake Orion Community School district as the inaugural Model 21st Century School Library. The staff at Carpenter Elementary School Library will be available for consultation and visits for the 2016-2017 school year.
- 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 School Library online announcement list now has over 5,000 members, a 30% increase from last year.

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

- The Library has begun a more intensive focus on continuing education for library staff and trustees, with new initiatives and resources, including:
 - 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.
 - A community engagement program using the Harwood Institute methods to help libraries understand and work with their communities.

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.
- The Library of Michigan will be the first state library to bring a large-scale set of library-catalog data to the internet. The Library of Michigan (LM) is partnering with Zepheira Technologies and the Midwest Collaborative for Library Services (MCLS) to transform the data from the Michigan eLibrary's online catalog (MeLCat) into the Library.Link network (LLC) which is more compatible with internet browsers and will provide libraries and their patrons easier access to library holdings in the MeLCat statewide resources sharing system and ultimately to local libraries. The LM's MeLCat system shares resources with 448 academic, K-12, special, and public libraries.
- LM began a federal government document digitization project in the Fall of 2016 with the Big Ten Academic Alliance, the University of Minnesota and Michigan State University Libraries, and Google. MSU provides most of the staff needed for the project, with LM providing oversight and management of the work. The project has shipped nearly 30,000 items to date to Google for scanning, with a goal of 100,000 items. The project, unless extended, should end late in calendar year 2017.
- 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. We are continuing 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 April 2016, a major update to Ploud was released by Enfold Systems, allowing for improved flexibility with

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page layouts, the introduction of carousels (rotating images), as well as a new theme. In the fall, Library of Michigan staff conducted an eight-stop Ploud workshop tour that reached about 65 staff members around the state to teach the new functionality. Nine new libraries joined Ploud in FY 2016 and it serves 39% of all library systems state-wide. Costs did not increase and libraries continue to pay \$192 per year for their sites 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. We are currently looking ahead to the end of TRIG funding and the sustainability of E-Rate activity under a new departmental specialist who will coordinate E-Rate services for schools and libraries. There was a 39% increase in funds requested by Michigan libraries from 2014 (pre-modernization orders) to 2016.
- Public libraries continue to partner with the Michigan Works! offices to help people find jobs.
- 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.
- Libraries can provide support to small business owners and entrepreneurs through various programs like LibraryBiz Connect.
- The Library of Michigan continues to work closely with the Office of Great Start through the Michigan Reads! program and other programs.

Library of Michigan Reference and Collections Staff Activities and Services

- The Library of Michigan received its second installment 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 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.
- The Library's new public computer network, installed late in fiscal 2015, expanded its functionality in 2016. The ability for patrons to log in to the system, reserve computers, and add money for printing using their library card was activated. The cards also have a new look after being redesigned. These new cards are pre-printed and include a key tag card, increasing convenience for patrons when logging in. Three existing photocopiers and scanners were also added to the network, which had not been the case in the past. The photocopiers now have barcode readers that allow patrons to use their library card to pay for prints. Additionally, the library added a mobile printing option. Patrons can use their own device to search for the second-floor patron printer

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and send a document to print. The patron uses a valid email address to locate the print job(s) and pays through the Coin Bill Acceptor.

- In January 2016, LM began issuing library cards and circulating materials to all Michigan residents, after a 5-year hiatus. The Library also began in January opening its doors to researchers each Saturday of the month, instead of only one Saturday per month. This move has been popular with patrons, some of whom are not able to regularly come in during weekday hours. In June, LM re-joined MeLCat, the statewide resource sharing network that allows patrons in over 400 Michigan libraries to borrow materials from other member libraries. This meant that books from the LM circulating collections became available again to Michigan libraries to borrow from LM, and LM library card holders (both public and state employee) gained the option to request items via MeLCat for pickup at the LM.
- Reference staff conducted 72 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.
- 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 programs on legal resources used for genealogy both at the Michigan Library Association Annual Conference and the Abrams Seminar.
- 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, the Michigan Department of Education.
- Outreach efforts to state employees included tailored training sessions with the Michigan State Police Firearms Division, and with the Court, research offices in the Legislature, and the Attorney General and Department of Licensing and Regulatory Affairs on the expanded Lexis Digital Library.
- The State Law Library partnered 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 wrote several articles for the Michigan Bar Journal and prepared additional materials for a legal research manual for non-law librarians to be published by the Library of Michigan in FY17.
- Donations of municipal code materials from law firms to the Law Library has initiated efforts to digitize hard-to-find primary legal authorities for inclusion on Governing Michigan.

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- Staff attended the Michigan Association of Municipal Attorneys Pre-Conference Seminar on Municipal Law.
- Law staff served as judges in the Michigan Historical Society Annual History Day State Finals for students in middle and high school.

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. Now into the third 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 has completed the second year of using its new 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.

Events and Conferences

- Reference staff organized or sponsored various events to highlight Library of Michigan collections and services:
 - A number of talks were given by authors of works on Michigan topics, continuing the Library's tradition of providing a venue for authors to present their research and writing related to Michigan.
 - A demonstration was given by a Michigan book artist featuring authentic inks and methods used in medieval manuscripts.
 - The Michigan Rails 2016, an all-day symposium, featured speakers on historical railroad topics, as well as current developments regarding the current state of rail lines in Michigan and the Midwest.
 - An exhibition was mounted pertaining to Michigan Indian Treaties with a keynote speaker from Central Michigan University's Native American Studies program. Other exhibits included a history of photographic processes coupled with historic photos of Lansing, and an impressive exhibit of photographs of sandhill cranes that was featured in local media.
 - The Library returned to the Farmers Markets on the Capitol Lawn, again hosting a booth at each of the three markets taking place over the summer. The Markets provide an opportunity for Library staff to be seen in a fun and unexpected setting, and to reach a broad sweep of state employees and the public, all at once. Follow-up to these outreach efforts routinely included more informal small group sessions

or meetings, tours, and the canvassing of offices about events and services.

- The Science Technology Engineering Math (STEM) Programming and Inclusive Storytime Workshops were offered at four locations in September 2016. Each of the one-day workshops offered three sessions for public library youth & teen staff members. In the morning session, all participants learned how to use & implement programming on MaKey MaKey and littleBits. Each participant also received one MaKey MaKey and one littleBits to take back to their library for programming use and/or circulation to the public (\$200 value!). The afternoon offered two breakout sessions. The first, for children's staff, was an interactive Inclusive Storytime session with hands-on activities and implementation ideas. The second afternoon breakout, a portable MakerSpace kit session for staff working with Teens & Tweens, offered ideas and tips for fun, easy-to-do, "on the go" STEM programming and hands-on demos of various equipment.
- The Loleta Fyan Small & Rural Libraries Conference is a biennial conference held by the Library of Michigan. This conference is geared toward public library staff who are employed by small and/or rural libraries. This year, the conference attracted 553 registrants from all around Michigan. The conference included 10 tracks covering areas of library service including Administration & Management, Community Engagement & Collaboration, Finance & Budget, Programming for Literacies and more. Attendees were presented with three keynote speakers and an additional 76 unique sessions held over a three-day period.
- In September, LM held the Advanced Directors' Workshop with 35 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, 45 library directors attended our 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 2016, 121 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.