

2021

ANNUAL REPORT



BRANCH HIGHLIGHTS



Barbara Gordon
Library Director

MAIN BRANCH

While 2021 was not a return to normal, it was marked by small steps in developing library services to better meet community needs caused by pandemic disruptions. The addition of wi-fi hotspots and Chromebooks, funded by grant funds from the Emergency Connectivity Fund and CARES Act, played an important role in helping patrons adapt to online school and work requirements. Additional grant funding provided in part by the Institute of Museum and Library Services through the Library of Michigan facilitated the purchase of the continually popular STEAM On The Go Kits so programming could continue despite pandemic restrictions. The return of some in-person events like the Spooktacular, Color Run, and visit with Santa were highlight events for local families. Not to be missed was the completion of the Facilities Master Plan which has set into motion exciting plans for improvements and renovations in the near future.



Cindy Casper
Edwardsburg Branch
Manager

EDWARDSBURG BRANCH

Each month since January we have increased our numbers and ended the year with close to double the amount of patrons compared to the beginning of the year. In order to continue to offer quality programming, we shifted how we offered programs by offering on-the-spot programming along with take and make kits. Customers have responded positively to these changes and enjoy having something fresh and new to do whenever they visit the library. We have worked hard to engage with the 25 plus students that visit in the afternoons to make them aware of our services and encourage them to get a library card. We have had great feedback from the community and we will keep working toward expanding our services and help move the organization forward.



April Hughes
Howard Branch
Manager

HOWARD BRANCH

There have been an abundance of positive comments and feedback including mobile printing capabilities being implemented and hotspot checkout for internet access at home. Patrons have enjoyed using the library for small group meetings, checking out books and movies, and enjoying a mix of both in-person programs and take home craft kits.

Early this year, an adult patron opened up to me about his inability to read. Some resources that normally provide this type of service were shut down due to the ongoing COVID-19 pandemic, however, the Cass District Library staff didn't give up. By the end of the week, we had found an adult literacy instructor that was available to work with him and began having weekly sessions at the Howard Branch. His progress has been steady this year as he continues to improve his reading skills. I'm so proud of him and I'm proud of the services and help that we provide to our community.



Holly Nelson
Mason/Union Branch
Manager

MASON/UNION BRANCH

Baby Story Time was started at the Mason/Union Branch in the fall. I was very excited about developing this program and was pleased to see enthusiastic mothers and babies interacting with one another. The 1,000 Books Before Kindergarten program is rapidly growing amongst our families that attend story times.

This branch is located in a more remote part of the county, and the surrounding area greatly relies on the branch's computer, fax and photocopy services. We are constantly thanked for being present in the community and offering these services.



Jon Wuepper
Local History
Branch Manager

LOCAL HISTORY BRANCH

Research highlights for the year include:

- The meteor crater discovered in 1987. It came to Earth about 400 million years ago, and is about 100 to 400 feet below the Earth's surface, specifically near Calvin Center. Local news channel WBST-TV featured this story.
- Assisted Cass County Sheriff in searching for portraits of all former Cass County Sheriffs. The oldest photograph of a Cass County Sheriff is from 1862 and is of Joseph Harper who served as sheriff from 1855-1856. Harper built the first Cass County Courthouse in 1841, and also built and occupied the house directly south of the Local History Branch Library.
- The branch accepted a donation of tintype and Daguerreotype photos of the Newton family. The donated photos are of the generation that built the famed Newton house in Volinia Township.
- Local author and historian Chriss Lyons of St. Joseph spoke on her 2014 book, "A Killing in Capone's Playground: The True Story of the Hunt for the Most Dangerous Man Alive".
- Most significant highlight of 2021 is the building itself, specifically the restored interior.

REVENUES

Taxes	\$1,173,286
State sources	\$42,660
USF grant	\$51,802
Penal fines	\$123,591
Fees and book fines	\$12,769
Investment income	\$210
Local contributions and other	\$15,048
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Total revenues	\$1,419,366

EXPENDITURES/EXPENSES

Salaries	\$529,284
Payroll taxes	\$38,691
Employee benefits	\$104,997
Supplies	\$17,141
Library materials/processing	\$141,386
Contractual/professional services	\$49,750
Insurance	\$18,276
Programs	\$25,094
Utilities/Internet	\$138,852
Repairs and maintenance	\$64,803
Automation	\$34,913
Capital expenditures/expenses	\$198,596
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Total expenditures/expenses	\$1,369,187

Fund balance/net position-end of year \$971,888

Annual audit conducted by Kruggel Lawton CPAs.

BY THE NUMBERS: CIRCULATION

6,027

COMPUTER SESSIONS

6,168

WI-FI SESSIONS

10,359

LIBRARY WEBSITE USERS

56,579

FACEBOOK USERS REACHED

225

HOTSPOT CHECKOUTS

9,935

ANCESTRY.COM SEARCHES

“Lovely little library. Staff are more than happy to answer any questions and help you find the content you’re looking for.”

- Rachael, Edwardsburg Branch patron



PRINT CIRCULATION BY BRANCH LOCATION

MAIN: 35,828 ITEMS

EDWARDSBURG: 19,066 ITEMS

MASON/UNION: 9,470 ITEMS

HOWARD: 6,728 ITEMS

TOTAL: 71,092 ITEMS

(2020: 57,602 ITEMS)

DIGITAL CIRCULATION

17,930

HOOPLA ITEMS

9,857

OVERDRIVE ITEMS

TOP GENRES

ADULT DVDS: 9,846

CHILDREN'S BOOKS: 8,456

ADULT FICTION: 8,117

ADULT NON-FICTION: 6,388

CHILDREN'S FICTION: 4,462



510

**NEW LIBRARY
CARDHOLDERS**

**BRANCH
VISITORS**

39,544
(2020: 31,498 VISITORS)

**SERVICE
POPULATION**

38,002



BY THE NUMBERS: PROGRAMMING

VIRTUAL STORY TIME

VIDEOS: 6

VIEWERS: 644



REGULAR PROGRAMS



50

TAKE HOME PROGRAMS

157

IN-PERSON PROGRAMS

ADULTS

PROGRAMS: 66

PARTICIPANTS: 891

TEENS

PROGRAMS: 35

PARTICIPANTS: 591

CHILDREN

PROGRAMS: 106

PARTICIPANTS: 2,950

The summer reading program is fun for the whole family and even adults can participate! They put on a super fun color run 5k every year which we look forward to. - Danielle, Mason/Union patron

I take my granddaughter to the library and she absolutely loves it. They always have so much going on and things to do. My granddaughter wants to go all the time. - Debbie, Main Branch patron

2021 SUMMER READING PROGRAM



453

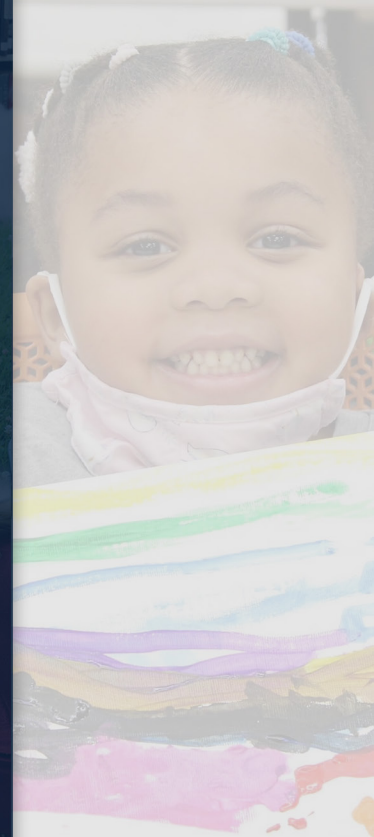
**REGISTERED
READERS**

39

**PROGRAMS
OFFERED**

1,256

**PROGRAM
PARTICIPANTS**



HOURS & LOCATIONS

MAIN BRANCH

319 M-62
Cassopolis, MI 49031
(269) 357-7822

Mon-Thur: 9am - 7pm
Fri: 9am - 6pm
Sat: 9am - 1pm
Sun: Closed

EDWARDSBURG BRANCH

26745 Church Street
Edwardsburg, MI 49112
(269) 487-9215

Mon, Wed & Fri: 9am - 6pm
Tue & Thur: 9am - 7pm
Sat: 9am - 1pm
Sun: Closed

HOWARD BRANCH

2341 Yankee Street
Niles, MI 49120
(269) 487-9214

Mon, Wed & Fri: 10am - 5pm
Tue & Thur: 11am - 7pm
Sat: 9am - 1pm
Sun: Closed

MASON/UNION BRANCH

17049 US-12
Edwardsburg, MI 49112
(269) 357-7821

Mon & Wed: 11am - 7pm
Tue & Thur: 9am - 5pm
Fri: Closed
Sat: 9am - 1pm
Sun: Closed

LOCAL HISTORY BRANCH

145 N Broadway
Cassopolis, MI 49031
(269) 357-7823

Mon-Thur: 9am - 4pm
Fri: Closed
Sat: 9am - 1pm
Sun: Closed

MISSION

The mission of the Cass District Library is to provide a center for information, education, culture, and recreation for all patrons throughout their life span, through the library's collections, programs and special services.

BOARD OF TRUSTEES

Nancy Stoner, *President*

Representing: At Large

Eileen Toney, *Vice President*

Representing: Howard Township

Andrew Churchill, *Treasurer*

Representing: LaGrange Township

Joseph Gross

Representing: Calvin, Ontwa, and Porter Townships

Sandra Asmus

Representing: Pokagon, Milton, and Jefferson Townships

Alison Yeo

Representing: Mason Township

“Staff are super friendly and helpful! Great variety of projects to take and finish at home.” - Julie, *Howard Branch patron*

 **CASS** LIBRARY
DISTRICT