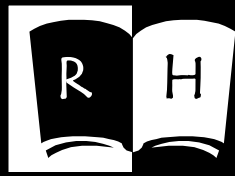


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Ruth Hughes

2012 Annual Report

RUTH HUGHES
MEMORIAL DISTRICT
LIBRARY

Annual Report

Prospectus and Fiscal Statement

The Ruth Hughes Memorial District Library completed another successful year in 2012.

Thanks to the support of its communities, the library passed a millage renewal, ensuring it will be able to provide quality services for the next six years. Nearly 78% of voters said yes to Ruth Hughes in one of the most positive millage election returns in the state.

Inspired by this strong show of support for the library, staff aimed to provide additional and improved services this year. Long awaited digital books arrived with the Overdrive system, which enables patrons to download electronic books and audiobooks to a variety of devices. Best of all, there are no overdue fines with Overdrive: the books automatically return themselves when they are due.

Additionally, two new program series were begun in 2012. Tech Time was started in response to requests for more one-on-one assistance with electronic devices, allowing patrons to sign up for individual sessions with an information technology professional. The Ruth Hughes Speakers Series, a quarterly program, offered interesting presentations on a range of topics.

The staff worked hard at making the library a dedicated participant in its communities this year. We hosted a big book sale during Gar-

age Sale Mania, entered a float (and won a trophy) in the Blueberry Festival Parade, conducted a special story time at the dedication of the Train Viewing Platform, sponsored a coloring contest for the Eastern Michigan State Fair, and participated in the Merchant Trick or Treat and Winter Playground events. In 2013, we are planning to participate in the Attica Township Homecoming festival, and to provide a special outdoor program in Imlay Township's playground area.

Volunteers and donors play a big role in the library's success. The Friends of the Library supported our events through their fund raising efforts, while volunteer Kurt Love spent many hours repairing the library's sign, which now looks better than ever. In 2012 the library received among its many donations a very generous bequest from Stella MacDonald, which will be used for refurbishing of the buildings.

Library staffing changed with the departure of former Director Kristen Valyi-Hax, now at the Romeo District Library. In March, the library welcomed its new Director, Tracy Harnish, a University of Michigan graduate and former children's librarian.

On behalf of all the Ruth Hughes staff, thank you again for your support. It is a pleasure to serve our communities.

Tracy Harnish
Director

QUICK FACTS

- Patrons checked out over 100,000 items in 2012.
- The library owned more than 48,000 books, magazines, DVDs, and other items at year end.
- Almost 57,000 people visited both branches.
- Library staff answered over 10,000 reference questions.
- The library offered over 160 programs, attended by more than 3,000 people.
- Over 1,200 people used the quiet study 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:
Monday—Thursday
10:00-8:00
Friday—Saturday
10:00-5:00

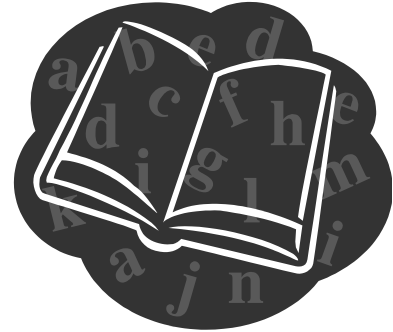
Attica Township Branch
4302 Peppermill Rd.
Attica, MI 48412
(810) 724-2007

Hours:
Monday, Thursday
2:00-7:00
Tuesday, Friday
9:00-2:00
Saturday
10:00-3:00

Library Financial and Usage Statistics

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 subject to the annual audit.



2012 Fiscal Revenue:

Local Tax Levy	\$341,420.49
State Aid	\$5,141.26
Penal Fines	\$42,210.32
Fines and Fees	\$20,179.16
Refunds and Rebates	\$6,769.80
Private Donations	\$67,329.81*
Other	\$3,793.95

Total Revenues \$486,844.79

2012 Fiscal Expenditures:

Books and Materials	\$43,138.68
Capital Outlay	\$11,963.30
Technology	\$15,540.28
Utilities	\$18,693.49
Salaries and Benefits	\$223,435.57
Building Operations	\$30,081.66
Library Operations	\$59,526.92
Miscellaneous	\$3,551.30

Total Expenditures \$405,931.20

Fiscal Operational Summary:

2012 Total Operational Revenue	\$486,844.79
2012 Total Operational Expenses	\$405,931.20
2012 Allocation To Fund Balance	\$80,913.59**

Circulation Statistics:

Children's Materials	28,455
Non-Children's Materials	74,724
Total Circulation	103,179

Items circulated include Books, Magazines, Music CDs, Audiobooks, DVDs, Videocassettes, Video Games and Puzzles.

Public Computer Usage:

Imlay City Branch, Attica Township Branch & Children's Multimedia	
Total Usage	27,059

Spanish Language Materials Checked Out: 206

Multimedia Checked Out :

Imlay City DVDs & videos	29,227
Attica Twp. DVDs & videos	3,682
Music CDs	2,540
Video Games	5,945
Total Multimedia Circulation	41,394

*Includes \$66,885.93 bequest from Stella MacDonald.

**Includes bequest received in 2012, to be spent in 2013.

What Else Is @ Your Library?

Friends of the Library

The Friends of the Ruth Hughes Memorial District Library are an active fundraising and advocacy group. The Friends host several events, including semiannual used book sales and an annual silent auction fundraiser. The proceeds from these events are used to purchase items for the library and to sponsor programs for children and adults.

By joining the Friends, there are many ways in which you can become an active supporter of the library. You can volunteer during the Summer Reading Program or help out during a book sale. Maybe you have a special skill or talent you can use to help the library. Just let us know! For membership information, please visit or contact the library at 810-724-8043.

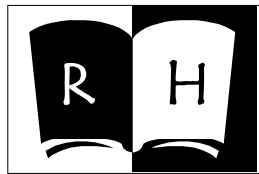
2012 Annual Membership Dues

\$100	Patron
\$50	Sponsor
\$10	Organization/ Business
\$5	Contributing/ Family
\$2	Single
\$1	Student/ Senior



Books and Much More

- DVDs, CDs, audiobooks, video games, magazines, newspapers, and jigsaw puzzles for checkout.
- **Conference Facilities:** Our meeting room can accommodate up to 30 individuals. (*Free to Not-For-Profit agencies, \$10 charge for all others*)
- **Quiet Study Rooms:** Whether studying for an exam or meeting with associates, our quiet study rooms can seat 4 to 8 individuals. (*No charge, subject to availability*)
- **Business Reference Resources:** Small business management materials, marketing information, professional online journals, and career resources.
- **Technology Service Center:** Imlay City branch has a 13-station computer lab with both high-speed cable Internet access and *Microsoft Office*. Attica branch has two computer stations with wireless internet access and *Microsoft Office*.
- **Continuing Education:** Free public Internet and computer applications training.
- **Local History & Genealogy:** Local area historical information, free access to *HeritageQuest* database, back issues of local and county newspapers, plat maps, city and state genealogical information.
- **Government Information:** Local ordinances, local, state and federal tax resources, contact information for local, state and national representatives, senators and congressional representatives.
- **Youth Services:** Story time for toddlers and preschoolers, seasonal and holiday programs, special events, children's and teen's summer reading programs, educational game computer stations, puzzles, toys and play area.
- **Adult Services:** Craft and knitting clubs, adult summer reading program, special events, free computer training, reader advisory assistance.
- **Special Services:** Spanish language materials, books in large print, talking books for the blind and physically handicapped.



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