Orion Township Public Library Board of Trustees
Meeting Agenda
Thursday, May 21, 2020
6:30 p.m. – Zoom Meeting

Library Mission: To serve and engage a thriving community of lifelong learners

I. Call to order
II. Approval of agenda
III. Presentation of 2019 financial audit – Maner Costerisan
IV. Consent agenda
   A. Minutes of 4/16/2020 Library Board meeting
   B. Minutes of 4/30/2020 Special Library Board meeting
   C. Bills from April 2020
V. Financial Statement and Treasurer’s Report as of April 30, 2020
VI. Public Comment
VII. Communications
   A. Press coverage
      a. ONTV: https://youtu.be/zk2OjC4kA6s
      b. Social media
VIII. Director’s Report
   A. Library news and activities – includes 2020 departmental goals
   B. Usage reports
   C. Advocacy news
IX. Old Business
   A. Meeting Room AV upgrade – project update
   B. Roof leak in admin update
X. Standing Committee Reports
   A. Policy – update from committee meetings on 4/21/2020 and 4/28/2020
   B. Finance
   C. Fund Development/Strategic Planning – kitchen design update
   D. Board Development – MaryAnne – United for Libraries webinar report
   E. Building
   F. Human Resources
XI. Discussion Items
   A. Project Orion @ Your Service 2020
   B. Managing COVID-19 – working remotely
   C. Reopening the library plan, after May 28
XII. Action Items
   A. Policy update for CIR-2
XIII. Public Comment
XIV. Trustee Comments
XV. Adjournment
Orion Township Public Library Board of Trustees
Meeting Minutes
Thursday, April 16, 2020
6:00 p.m. – Zoom Meeting

Library Mission: To serve and engage a thriving community of lifelong learners

I. Call to order – 6:03 pm Attendees: Phillips, Pergeau, Abramczyk, Thorndycraft, Luna, and Quinn. Seven other individuals and the Library Director (Knox) were on-line for the Zoom meeting.

II. Approval of agenda – motion by Pergeau, second by Phillips to approve the agenda.


III. Consent agenda - motion by Phillips, second by Pergeau to approve the consent agenda.


A. Minutes of 2/20/2020 Library Board meeting
B. Bills from February 2020
C. Bills from March 2020
D. Financial Statement and Treasurer’s Report as of March 31, 2020

IV. Public Comment - none

V. Communications

A. Press coverage – Director commented on the Lake Orion Review’s newspaper article regarding the library’s on-line resources available to the public

VI. Director’s Report

A. Library news and activities – includes 2020 departmental goals

• Battle of the books was held prior to the closure of the library.
• School attendance at ThinkLink visits was up prior to closing because March is reading month and youth staff visited many students.
• Community Conversations was well attended (45) due to the topic: Vaccinations.
• The Maker Fair at Lake Orion High School saw 101 visitors to the library’s table.
• The director closed the library earlier than surrounding libraries for the safety of patrons and staff on March 13.
• The library continues to pay bills, staff and provides IT access for staff.
• With the assistance of the library’s attorney, a process was established that complies with the law regarding entry into the facility. Entry is limited and every entry must be approved by the director.
• Multiple items/projects on hold: Director’s office furniture, installation of bike rack, Mercers Consulting project, A/V order for meeting room, financial audit presentation delayed until next month.
• MLA Day in Lansing was cancelled.
• Director is meeting with Orion community leaders weekly to address how the pandemic effects the community.
• Summer reading program will still start on June 6 but only with online registration and access. We will not have our typical major kick-off event for the community.
• Moved many activities, meetings and communications to an on-line format as appropriate. The “Little Libraries” around the community are being stocked. E-content is being purchased to meet increase in demand.
• Staff is responding to patron questions via email and phone often.
• Weekly dept head meetings are occurring via remote/virtual methods.
• Many staff members are attending on-line webinars.

Departmental goals: Discussed one strategic focus area. Exception resources (What should be offered to the community? This includes programming, collections and services) – refer to
board packet for a complete list. The additional three focus areas will be discussed at future meetings.

B. Usage reports – Due to the current situation, complete statistics are not available. However, E-books/content is up.
C. Advocacy news – Friends of the Library’s May used book sale is cancelled. May have a ‘pop-up’ sale at a later date. No Friend membership dues to be collected from supporters this year, so to ease any financial hardships.

VII. Old Business
A. Meeting Room AV upgrade – project update: Vendors have been made aware of the Library’s selection.
B. Roof leak in admin update – All work is complete, awaiting furniture for director’s office.
C. Village DDA update (additional item not on agenda): no communication from Village in response to our letter. DDA capture runs until December 2020. Director to contact Oakland County Assessor’s office to see if additional information is available.

VIII. Standing Committee Reports
A. Policy – set meeting (automatic renewals) – Set April 21, 2020, at 9:00 am for the meeting. The director will establish the Zoom meeting for participants.
B. Finance – Yearly audit report may be presented via Zoom meeting during the next board meeting. The audit firm is comfortable doing so if needed.
C. Fund Development/Strategic Planning – kitchen design update – No update to provide.
D. Board Development - None
E. Building - None
F. Human Resources - None

IX. Discussion Items
A. Board goals review – Proposed Board goals were presented. Minor changes included: bullet pointing, rather than numbering each goal. Changes made to dates as appropriate.

B. Managing COVID-19
   a. Staff activities, both remote and access to the library – provided to full and part-time staff help in maintaining as normal operations as possible. See VI A comment above regarding access to the library.
   b. Social media – A committee of departmental staff is utilizing Facebook, Twitter, and other social platforms to remain active.
   c. Electronic bill payment – Continue to process all bills and obligations.
   d. Payroll for library staff, both full-time and part-time – Discussed options regarding: continuing to pay staff, essential/non-essential staff, impact and consequences for laying off staff. Director was asked to prepare a report to possibly include: a list of essential employees, which employees are working at home, and their actual work hours/week. Thordy Craft and Phillips to work with the director to ensure the information in the report reflects the information the board needs for decision-making at a future time.
   e. Reopening the library plan, including cleaning – With so many unknown elements to the current situation, developing a concrete plan is premature. Will a deep-cleaning of the building be needed, and if so, at what cost? In preparation of moving forward, the director has, and will, continue to hold discussions with other colleagues. Ultimately, the library will follow directions provided by government entities, especially the Oakland County Health Department. It is envisioned the library would open to staff first, then the public.

X. Action Items - None

XI. Public Comment - None

XII. Trustee Comments
XIII. Adjournment – Motion by Phillips, second by Quinn to adjourn - **Ayes:** Phillips, Pergeau, Abramczyk, Luna, and Quinn. **Nays:** none. Adjourn at 8:09 p.m.
Library Mission: To serve and engage a thriving community of lifelong learners

I. Call to order: 6:01 pm Present: Board members: Luna, Pergeau, Abramczyk, Phillips, Thomdycraft and Quinn. Library Director Knox and Council Muskovitz

II. Approval of agenda: Motion by Abramczyk to approve agenda with the addition of a new item (item V) Library Ballot Filing, second by Phillips - Ayes: Luna, Pergeau, Abramczyk, Phillips and Quinn. Nays: None. Agenda renumbered as appropriate.

III. Public Comment - None

IV. Closed Session to discuss confidential correspondence from library attorney. Motion by Pergeau, second by Luna to go to closed session. Ayes: Pergeau, Luna, Abramczyk, Phillips, and Quinn. Nays: None. Entered Closed Session @ 6:06 pm.

Return from closed session at 7:12 pm.

V. Library Ballot Filing - Due to misinformation from the Township Clerk’s office, no current library board members filed as candidates for the November General Election before the April 21, 2020 deadline. Board members received paperwork showing that the deadline was July 15, 2020. As a result, there will be no candidate names listed on the ballot, thus only write-in votes will be important for the election of office seekers. Any interested candidate must file the appropriate paperwork with the elections division to be a write-in candidate.

VI. Action Items - None

VII. Public Comment - None

VIII. Trustee Comments - Next board meeting will be May 21, 2020, @ 6:30 pm, via Zoom

IX. Adjournment - Motion to adjourn by Quinn, second by Phillips, Ayes: All, Nays: None. Adjourned at 7:28 pm.
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**Orion Twp. Public Library**

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Orion Twp. Public Library

Account Distribution - Standard

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## Orion Twp. Public Library

### Account Distribution - Standard

**Period:** 04-20  **As of:** 4/30/2020

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**Grand Total**  56,160.22  0.00

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**Date:** 5/12/2020  **Time:** 11:59AM  **User:** SYSADMIN

**Page:** 6 of 6  **Report:** 03690.rpt  **Company:** OTPL
## Orion Township Public Library
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<td>7,463</td>
<td>19%</td>
<td>32,537</td>
</tr>
<tr>
<td>Interest Income</td>
<td>1,332</td>
<td>20,000</td>
<td>6,195</td>
<td>31%</td>
<td>13,805</td>
</tr>
<tr>
<td>Donation Income</td>
<td>0</td>
<td>25,000</td>
<td>20,907</td>
<td>84%</td>
<td>4,093</td>
</tr>
<tr>
<td>Miscellaneous Income</td>
<td>41</td>
<td>7,000</td>
<td>2,622</td>
<td>37%</td>
<td>4,378</td>
</tr>
<tr>
<td>Realized/Unrealized Gain/Loss</td>
<td>674</td>
<td>0</td>
<td>13,058</td>
<td>0%</td>
<td>(13,058)</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>433,508</strong></td>
<td><strong>2,543,000</strong></td>
<td><strong>2,378,874</strong></td>
<td><strong>94%</strong></td>
<td><strong>164,126</strong></td>
</tr>
</tbody>
</table>
## Orion Township Public Library
### For the Four Months Ending April 30, 2020

<table>
<thead>
<tr>
<th>Operational Expenditures</th>
<th>April Actual</th>
<th>Annual Budget</th>
<th>Actual To Date</th>
<th>Percent of Total Budget</th>
<th>Balance of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>150,054</td>
<td>1,420,000</td>
<td>364,021</td>
<td>26%</td>
<td>1,055,979</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>32,712</td>
<td>380,000</td>
<td>129,403</td>
<td>34%</td>
<td>250,597</td>
</tr>
<tr>
<td>Supplies, Programs</td>
<td>1,545</td>
<td>65,000</td>
<td>15,179</td>
<td>23%</td>
<td>49,821</td>
</tr>
<tr>
<td>Materials, Information Resources</td>
<td>1,416</td>
<td>230,000</td>
<td>69,019</td>
<td>30%</td>
<td>160,981</td>
</tr>
<tr>
<td>Automation, Computerized Reference</td>
<td>2,104</td>
<td>135,000</td>
<td>29,976</td>
<td>22%</td>
<td>105,024</td>
</tr>
<tr>
<td>Promotion, Publishing, Printing</td>
<td>24</td>
<td>25,000</td>
<td>3,390</td>
<td>14%</td>
<td>21,610</td>
</tr>
<tr>
<td>Telephone</td>
<td>0</td>
<td>8,000</td>
<td>1,062</td>
<td>13%</td>
<td>6,938</td>
</tr>
<tr>
<td>Utilities</td>
<td>2,544</td>
<td>52,000</td>
<td>14,600</td>
<td>28%</td>
<td>37,400</td>
</tr>
<tr>
<td>Repairs &amp; Maintenance</td>
<td>1,805</td>
<td>45,000</td>
<td>5,729</td>
<td>13%</td>
<td>39,271</td>
</tr>
<tr>
<td>Capital Improvements</td>
<td>6,531</td>
<td>28,500</td>
<td>15,806</td>
<td>55%</td>
<td>12,694</td>
</tr>
<tr>
<td>Insurance &amp; Workers Comp</td>
<td>0</td>
<td>50,000</td>
<td>6,639</td>
<td>13%</td>
<td>43,361</td>
</tr>
<tr>
<td>Education, Training &amp; Dues</td>
<td>2,614</td>
<td>30,000</td>
<td>7,409</td>
<td>25%</td>
<td>22,591</td>
</tr>
<tr>
<td>Mileage</td>
<td>0</td>
<td>7,000</td>
<td>791</td>
<td>11%</td>
<td>6,209</td>
</tr>
<tr>
<td>Professional &amp; Contractual Services</td>
<td>10,963</td>
<td>35,000</td>
<td>19,875</td>
<td>57%</td>
<td>15,125</td>
</tr>
<tr>
<td>Donation Expense</td>
<td>1,051</td>
<td>25,000</td>
<td>10,551</td>
<td>42%</td>
<td>14,449</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>0</td>
<td>2,500</td>
<td>56</td>
<td>2%</td>
<td>2,444</td>
</tr>
<tr>
<td>MTT Reimbursements</td>
<td>0</td>
<td>5,000</td>
<td>0</td>
<td>0%</td>
<td>5,000</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>213,364</strong></td>
<td><strong>2,543,000</strong></td>
<td><strong>693,505</strong></td>
<td><strong>27%</strong></td>
<td><strong>1,849,496</strong></td>
</tr>
</tbody>
</table>
### ORION TOWNSHIP LIBRARY - TREASURER'S REPORT - PLANT FUND ACTIVITY
### APRIL 2020

<table>
<thead>
<tr>
<th>Account Description</th>
<th>Interest</th>
<th>Realized/Unrealized Gain/Loss</th>
<th>Operations</th>
<th>Transferred</th>
<th>Checks issued</th>
<th>Transferred</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lake Michigan CU MM (1)</td>
<td>$83.90</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$204,660.28</td>
</tr>
<tr>
<td>Lake Michigan CU Savings (2)</td>
<td>$10.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$10.00</td>
</tr>
<tr>
<td>JPMorgan Chase FU7 (3)</td>
<td>$0.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>UBS Plant Fund (5)</td>
<td>$131.51</td>
<td>$588.26</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$233,874.68</td>
</tr>
<tr>
<td>Flagstar Bank CD Z34 (11)</td>
<td>$0.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>Wells Fargo Bank CD TP1 (13)</td>
<td>$254.79</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>($254.79)</td>
</tr>
<tr>
<td>First Natl Bank of Mi Kalamazoo CD (14)</td>
<td>$350.34</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$250,000.00</td>
</tr>
<tr>
<td>Wells Fargo Bank CD S80 CD (15)</td>
<td>$152.88</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$100,000.00</td>
</tr>
<tr>
<td>Multibank Cash Account</td>
<td>$0.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>JPMorgan Chase 3X5 (16)</td>
<td>$100,000.00</td>
<td>$152.88</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$100,000.00</td>
</tr>
<tr>
<td>Total</td>
<td>$987,741.29</td>
<td>$973.42</td>
<td>$588.26</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>($758.01)</td>
</tr>
</tbody>
</table>

### Notes:
1. Credit Union Money Market .50% interest
2. Credit Union Savings
3. CD maturing 2/15/2021 @ 2.70% interest, cashed
4. Money Market Account, CD
5. Change in value until the investment reaches maturity

(1) Credit Union Money Market .50% interest
(2) Credit Union Savings
(3) CD maturing 2/15/2021 @ 2.70% interest, cashed
(4) Credit Union Money Market, CD
(5) Change in value until the investment reaches maturity
(11) CD maturing 1/27/2020 @ 2.150% interest, cashed
(13) CD maturing 9/14/2021 @ 3.00% interest
(14) CD maturing 5/12/2023 @ 1.650% interest
(15) CD maturing 1/31/2022 @ 1.800% interest
(16) CD maturing 3/30/2025 @ 1.250% interest
### ORION TOWNSHIP LIBRARY - TREASURER'S REPORT - GENERAL FUND ACTIVITY

**APRIL 2020**

<table>
<thead>
<tr>
<th>Account Description</th>
<th>Balance</th>
<th>Interest</th>
<th>Realized/Unrealized Gain/Loss *</th>
<th>Operations</th>
<th>Transferred</th>
<th>Checks Issued</th>
<th>Transferred to PNC General</th>
<th>Transferred to other</th>
<th>End of Month</th>
</tr>
</thead>
<tbody>
<tr>
<td>PNC Bank - General Checking (1)</td>
<td>$165,194.13</td>
<td></td>
<td></td>
<td>431,502.01</td>
<td>$175,758.01</td>
<td>($213,188.42)</td>
<td>($430,000.00)</td>
<td></td>
<td>$129,265.73</td>
</tr>
<tr>
<td>PNC Bank - General Savings (2)</td>
<td>$166,696.62</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$166,696.62</td>
</tr>
<tr>
<td>PNC Bank - Cafeteria (3)</td>
<td>$1,578.44</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>($1,045.00)</td>
<td>$533.44</td>
</tr>
<tr>
<td>PNC - James Ingram Fund (4)</td>
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<td></td>
<td></td>
<td></td>
<td>$6,954.79</td>
</tr>
<tr>
<td>PNC Bank - Bastian Account (5)</td>
<td>$1,144.90</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td>$1,144.90</td>
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<td>Genisys Credit Union MM (6)</td>
<td>$223,120.36</td>
<td>$119.20</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$223,239.56</td>
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<tr>
<td>Genisys Credit Union Savings (7)</td>
<td>$10.69</td>
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<td>$10.69</td>
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<tr>
<td>Lakes Cmnty C U MM (8)</td>
<td>$104,597.73</td>
<td>$14.55</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$104,612.28</td>
</tr>
<tr>
<td>Lakes Cmnty C U Sav (9)</td>
<td>$15.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$15.00</td>
</tr>
<tr>
<td>Chief Financial C U Sav (10)</td>
<td>$15.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$15.00</td>
</tr>
<tr>
<td>Chief Financial C U MM (11)</td>
<td>$215,456.30</td>
<td>$220.74</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$215,677.04</td>
</tr>
<tr>
<td>UBS General Fund (13)</td>
<td>$2,257,974.34</td>
<td>$3.66</td>
<td>$85.33</td>
<td></td>
<td>$430,000.00</td>
<td></td>
<td>($175,000.00)</td>
<td></td>
<td>$2,513,063.33</td>
</tr>
<tr>
<td>UBS Endowment Fund (14)</td>
<td>$71,556.88</td>
<td>$0.84</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$71,557.72</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$3,214,315.18</strong></td>
<td><strong>$358.99</strong></td>
<td><strong>$85.33</strong></td>
<td><strong>431,502.01</strong></td>
<td><strong>$605,758.01</strong></td>
<td><strong>($214,233.42)</strong></td>
<td><strong>($605,000.00)</strong></td>
<td></td>
<td><strong>$3,432,786.10</strong></td>
</tr>
</tbody>
</table>

(1) Business Checking  
(2) Business Savings Sweep  
(3) Cafeteria  
(4) Business Checking - Donation Account  
(5) Business Checking - Donation Account  
(6) High Yield Money Market .65% interest  
(7) Credit Union Savings  
(8) Credit Union Money Market 0.17% interest  
(9) Credit Union Savings  
(10) Credit Union Savings  
(11) Credit Union MM 1.26% interest  
(12) Money Market, Treasury Bills, CD's  
* Change in value until the investment reaches maturity  
(13) Money Market, CD  
* Change in value until the investment reaches maturity
ONTV's LO Cares Podcast (4/30/2020)
Ian Locke interviews Karen Knox
It's #WellnessWeek and what better way to stay active than visiting an Orion Township Parks & Recreation park! Have you heard of the Park by Park scavenger hunt challenge? Each week the Parks and Rec staff will be placing different colored hearts throughout one park. Look for which park the hearts will be hidden in at the beginning of the week. You will then have three days to find as many hearts as you can! Take pictures with the hearts and post them on their event page with how many you found. They will then pick a few participants to receive a prize! Visit their event page below for more details. Happy scavenger hunting!

Park by Park Scavenger Hunt
Orion Township Parks & Recreation · Lake Orion

Welcome to #WellnessWeek! This week, OTPL is bringing you all things wellness. From staying active, mindfulness for kids, mental health and everything in between, keep your eye on our social media pages for recommendations, activities, and online resources for all ages.

This morning we point parents and children to a welcoming, familiar resource, Sesame Street in Communities! Ms. Suzanne collected some of their wellness content to share with you below

Teeth Brushing game: [see..]

See More
Happy Mother’s Day from some of our staff and their mothers. We may not be able to celebrate like we’d like to this year but we are all looking forward to better times. Enjoy your day today, we can’t wait to see you all again!

Happy Mother’s Day to my co-workers!

Happy Mother’s Day! 🌸
Orion Township Public Library
May 9 at 10:00 AM ·
ALLDATA Repair provides electronic diagnostic and repair information and services. You'll find manufacturer TSBs and recalls, OEM wiring diagrams, maintenance tables and other auto repair information. Home access available now through May 31.
https://orionlibrary.org/resources/alldata/

Orion Township Public Library was live.
May 8 at 5:58 PM ·
Watch together with friends or with a group

55
1 Comment 1 Share 188 Views

Orion Township Public Library 0:48 If you would like any of the free download codes from Wizards of the Coast, please message the library and we will send you a code in Facebook messenger. Happy fandom week!

Orion Township Public Library
May 8 at 2:00 PM ·
We hope you've been enjoying our Fandom Week! We wrap things up tomorrow with Fandom Family live at 2pm. Join us on Zoom at https://us02web.zoom.us/j/2486933000
Orion Township Public Library

May 8 at 10:00 AM

Were back with another fun craft for OTPL Fandom week. Were making Ghostbuster’s Ectoplasm (AKA slime)! Since we all might have different ingredients at home, Ms. Suzanne has curated this list for you with various recipes. ***See image for log in information***

Ectoplasm Slime - www.youtube.com/watch?v=loODbcRljws
Glowing Slime - www.youtube.com/watch?v=HU_941dAWRQ

HOW TO MAKE SLIME

It is hard not to love slime! It is oozy, gooey, and colorful. It was hard to decide on the perfect recipe so we decided to share a few with you. Each recipe uses slightly different ingredients so you can see what you have at home and which recipe is the best match.

Check out this galaxy slime from OTPL online resource Creativebug
login – your library card number
pin – your pin number
CLICK HERE FOR GALAXY SLIME

Next, a slime book with super simple ingredients that you probably already have around the house, from Capstone Interactive
login - continue
password - reading
CLICK HERE FOR SLIME BOOK

If you want true Ghostbuster slime then check out these videos from YouTube:
GHOSTBUSTERS SLIME #1
GHOSTBUSTERS SLIME #2
**Orion Township Public Library**
May 7 at 6:00 PM ·
Throwback Thursday Fandom Fun at the OTPL!!

9Lori Morris, Kim Dillon Winther and 7 others
2 Comments

Lori Morris Becky Madison Bolin, what a great Summer Reading Kick-Off memory!

---

**Orion Township Public Library**
May 7 at 2:00 PM ·
Monday, May 11 at 7:00 pm the library will host a casual "what are you reading?" Zoom event for patrons. Use the link below to join us for an evening of dialogue discussing what you're currently reading or what you've recently finished. For additional questions about this event you can email reference@orionlibrary.org.

https://us02web.zoom.us/j/2486933000

**Video Conferencing, Web Conferencing, Webinars, Screen Sharing**

Zoom is the leader in modern enterprise video communications, with an easy, reliable cloud platform for video and audio conferencing, chat, and webinars across mobile, desktop, and room systems. Zoom Rooms is the original software-based conference room solution used around the world in board, confer...

Beth Blubaugh Sheridan, Halli Zalesin and 3 others
2 Shares
Like
CommentShare
Comments
Of course we had to create a Superhero storytime for Fandom Week! Below you will find a fun Superhero storytime curated by Ms. Halli, and a Superhero reading by Ms. Ashley. A full list of STORYTIMES TO GO can be found on our website!

Superhero story with Ms. Ashley - [https://youtu.be/eoLmFF1v0B0](https://youtu.be/eoLmFF1v0B0)

Activities by Ms. Halli - [https://orionlibrary.org/.../upLoads/storytimes-to-go-superhe...](https://orionlibrary.org/.../upLoads/storytimes-to-go-superhe...)

---

Show off your trivia skills on all things Fandom, from Harry Potter to Mario, Star Wars to Disney, LOTR to TMNT. Join us for our Fandom Week Family Trivia challenge live on Zoom this Saturday at 2pm!

---

Disney stars reading you Disney stories? How much more fandom can you get? See more than 30 Disney storytimes here: [https://www.facebook.com/watch/Disney/2843777495670844/](https://www.facebook.com/watch/Disney/2843777495670844/)
Orion Township Public Library
May 6 at 2:00 PM ·
It's OTPL Fandom Week and we're big fans of teachers, especially Lake Orion Community Schools teachers! Now that we are all learning from home, OTPL has resources for teachers, parents, and students to help with their educational journey. See some of the online resources we offer at orionlibrary.org/youth/student-resources/
Happy Teacher Appreciation Week!

4Halli Zalesin, Ashley Lehman and 2 others

Orion Township Public Library
May 6 at 10:00 AM ·
It's Fandom Week here for OTPL and we have put together a few crafts with items you might have on hand at home. These super cute and simple toilet paper roll crafts were put together by Ms. Halli.

We want to see you and your kids' Hello Kitties and Supermen! Post your final product below. Did you have to substitute any materials? Let's see how creative you got!

5Halli Zalesin and 4 others

Write a comment...
It's Fandom Week and we are showing off our favorite fandoms! Whether it's for events at the library, dressing up for a convention, or being goofy with family at home, OTPL staff love their fandoms!

What's your favorite fandom? We would love to see them!

My Alabama grandsons are my favorite superheroes!

Have you ever wondered why Cinco de Mayo always falls on May 5th? With the help of Mango Languages, you can solve this and many other of the world’s great mysteries.

And now, Mango Languages is making it even easier. Through June 30, anyone, anywhere can create an account by following the link found at https://orionlibrary.org/resources/mango/. No library card required.

We're excited to include the youngest fans in our Fandom Week programming. This week our Storytimes to Go have a fandom spin. Today we bring you a storytime about the ever popular pink friend, Peppa Pig! Curated by Ms. Katie and read by Ms. Ashley, below we have listed a link to first the story and then a variety of at home Peppa related activities.

Let us know below, what story would you like us to read next?

Story with Ms. Ashley: https://youtu.be/tKqHuXM5Srk

Activities by Ms. Katie: https://orionlibrary.org/.../u.../storytimes-to-go-peppa-pig.pdf
Use emojis in the comments below and tell us your favorite fandom TV show or character! The library will try to guess your character based on your emojis. We'll give a few examples:

🕷👦 - Spider-Man
⚡️👓🧙‍♂️ - Harry Potter

Welcome to OTPL Fandom Week! Test your knowledge of anime, comics, sci-fi, and video games with our Fandom Week Family Trivia challenge live on Zoom this Saturday at 2pm!

Welcome to OTPL's Fandom Week! If we cannot celebrate in person, why not make it happen all week long? What day would be more fitting to kick off the week other than Star Wars Day?

hoopla digital has you covered with all things Star Wars Reads. For kids of all ages, check out this activity kit: https://resources.hoopladigital.com/.../activitykit_starwarsr...
Orion Township Public Library
May 3 at 2:00 PM
We are so sad we had to cancel Fandom Fest this year but that doesn't mean we can't still have some fun! Take a look at our modified Fandom Fest schedule of activities we are planning this week! Stay tuned for other fun interactive posts all week.

Ashley Lehman, Valerie Lynn Nacey and 4 others
2 Comments

Carol Mason With that order the gov sign last Friday you can't reopen to May 29 is that correct?
Orion Township Public Library Hi Carol Mason. That is correct. Currently, libraries cannot be open to the public until after May 28.

Orion Township Public Library
May 2 at 2:00 PM
Welcome to Fandom Week! We're bummed we couldn't celebrate our Fandom Fest today, but that doesn't mean we can't celebrate at home!
It's always Free Comic Book Day at the Library! New to comics? Don't know where to start? Check out hoopla digital's Collection of e-comics for newcomers of all ages. Excelsior!
www.hoopladigital.com/collection/4985

...See More
11
1 Share
Like
Orion Township Public Library
May 2 at 10:00 AM
Headspace and the State of Michigan have teamed up to mental health resources to state residents during these challenging times.

The special collection of meditation, sleep, and movement exercises for all ages found at https://www.headspace.com/mi/ are designed to help you keep a strong and healthy mind in the midst of this global health crisis. Now more than ever, it’s important to take care of yourselves and one another while each of us stays home and stays safe.

---

Laurel Dancoe and 4 others

Orion Township Public Library
May 1 at 6:00 PM
Today’s recipe is from Adult Services Librarian, Dan Major. It’s a quick and easy pound cake with a simple berry topping. "Home Baked" by Yvette van Boven is a collection of baked goods recipes using fresh produce, available at HooplaDigital.com.

---

Lori Morris, Jessica Scott Streetman and 6 others

1 Comment

MaryAnne Thorndycraft Thanks for the recipe. I have some strawberries I was thinking I needed a pound cake recipe. Great timing! Thanks
Happy May Day! It’s time for spring planting and we would love to see what you have planned. Post your pics here!

Orion Township Public Library
May 1 at 10:00 AM ·

Happy May Day! It’s time for spring planting and we would love to see what you have planned. Post your pics here!

Orion Township Public Library
May 1 at 2:00 PM ·

Like
Comment
Share

7 You, Karen Rusch, Ashley Lehman and 4 others

Orion Township Public Library
April 30 at 6:00 PM ·

Thursday's recipe is from our Volunteer Engagement Specialist, Lori Morris! Take a look at her chicken chili recipe below. If you would like additional chili recipes check out "Texas Is Chili Country" by Judy Alter available on Hoopla.

Orion Township Public Library
April 30 at 6:00 PM ·

Thursday's recipe is from our Volunteer Engagement Specialist, Lori Morris! Take a look at her chicken chili recipe below. If you would like additional chili recipes check out "Texas Is Chili Country" by Judy Alter available on Hoopla.

12 Mike Morris, Jessica Scott Streetman and 10 others

Becky Madison Bolin Looks great Lori!!
Orion Township Public Library
April 30 at 2:00 PM ·
*OrionONTV* has a new podcast called LO Cares! This podcast discusses the latest news and updates on the COVID-19 Crisis and its impact on the Orion Area. You can watch their latest episode live today at 3PM on *OrionONTV’s* Facebook page.

You can always visit the [Lake Orion Cares](https://www.facebook.com/LakeOrionCares) Facebook page for more info.

Orion Township Public Library
April 30 at 12:00 PM ·
One of Youth Librarian Miss Suzanne’s favorite things is pizza. So let’s have some fun with a pizza story time. *Warning this story time may leave you with a strong desire to eat pizza.*

Watch and listen to this story called “Hi Pizza Man” by Virgina Walter. [https://www.youtube.com/watch?v=YndVcYfNQ7w](https://www.youtube.com/watch?v=YndVcYfNQ7w)

TALK What other pizza delivery animals can you imagine? How would you greet them at the door?

Orion Township Public Library
April 29 at 6:00 PM ·
Today’s recipe comes from Joyce, our administrative assistant. These quick and easy sweet potatoes go great with breakfast, dinner, or as leftovers!

Jessica Denoyer Oh these look super yummy! Thank you for sharing.
Lake Orion area students, we need your help. We are cooking up a story and need your input!

A story consists of five basic parts. Characters, setting, plot, conflict, and resolution. What kind of wacky story ingredient can you come up with? To make it most interesting, can you add a dash of adventure? Do we need a cup of suspense? I’ll start below with the setting, and let's go from there!

If you know a LO area student or child, ask them and post their answer below. Remember, the more comments we get the better the story will be. We will reveal the story at the end of the week!

Our story will start out in a redwood forest, although it doesn't have to stay there. Who will our characters be? What might they encounter? Remember you can add any element that we will write into the story. Character, setting, plot, conflict, or resolution!

How about a very handsome frog?

great suggestion, we will add it to the story!
Tuesday’s recipe is from our staff member, Jessica Scott Streetman. She made Greek Chicken meal prep bowls. Take a look at her recipe below. If you would like other meal prep tips, take a look at "Easy Meal Prep" by Erin Romeo and "Keto Meal Prep" by Bobby Parrish and Dessi Parrish, both available on Hoopla.

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Canterbury Village is hosting a Drive In! Tickets are going fast, buy yours today!

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Drive In Movies

Canterbury Village · Lake Orion
Orion Township Public Library
April 28 at 10:00 AM

We're back this week with another Storytime to Go! This week we will focus on yummy food themed storytimes. Tell us your child's favorite food in the comments today and we will create Thursday's 10am Storytime to Go around those foods!

Cake! Using the Hoopla Digital app or website, check out and read the title "Rude Cakes", by Rowboat Watkins. Talk about good manners after reading.

SINGING & WRITING Pat-a-cake - Sing, clap, and trace along with the song "Pat-a-cake." When ...

See More
Like

Orion Township Public Library
April 27 at 6:00 PM

Welcome to Quarantine Cooking Week! We will be sharing some favorite recipes from staff members all week long. The first recipe of the week is from Monica Zaliewski, our Outreach Clerk. For more great recipes, check out "Lebanese Home Cooking" at HoopleDigital.com!

9You, Lori Morris and 7 others
4 Comments1 Share

Lori Morris That looks delicious!

Monica Zalewski Thanks! This was a really great salad! OTPL has such a great variety of cookbooks!

View 2 more comments

Orion Township Public Library
April 27 at 2:00 PM

Sally Rooney's "Normal People" can be found on Lobby by OverDrive, or Cloud Library.

The best-selling novel starts streaming on HULU April 29th!
Parents, teachers, and students check out the important announcement from Capstone Interactive Books:

In an effort to support distance learners and home schoolers with curriculum and instructional needs, Capstone is offering over 5,000 Interactive eBooks at no charge until June 30, 2020!

For more details visit ...

Are you in need of a notary? With a recent and temporary change to notary requirements, we are now allowed to perform notary services online provided certain conditions are met. For more information, including how to schedule an online notary appointment, see https://orionlibrary.org/additional-services/.

Join us in 10 minutes!
Orion Township Public Library to Live Library Trivia Game with Kahoot!
April 25 at 12:01 PM ·
Join us for fun questions about the library today at 2pm on Zoom!

Topic: OTPL Trivia
Time: Apr 25, 2020 02:00 PM Eastern Time (US and Canada)

Orion Township Public Library
April 25 at 10:00 AM ·
We cannot forget our some of our best volunteers at the library for #NationalLibraryWeek. We have a rotation of five volunteer therapy dogs that spend one evening a month here at the library for our read to dogs program, Doggone Readers! Here is an update from one of the goodest boys, Henry. He sure misses his pals at the library and cannot wait to go back to work when it is safe! Stay good, Henry!

29Lori Morris, Jessica Scott Streetman and 27 others
1 Comment2 Shares

Orion Township Public Library
April 24 at 6:00 PM ·
We want to hear from you- Because it is #NationalLibraryWeek, try and create the library at your place! Use whatever materials you have at home and draw, paint, or build the library or your favorite part of the library. Share a photo of your creation in the comments.We have posted this beautiful view from our reading garden from our very own youth librarian and one of our many artist on staff, Ms. Halli!
Also do not forgot our LIVE family trivia tomorrow @2pm. Check out our events tab for more information because it is going to be a lot of fun!
Not sure where to start? Check out Creativebug for arts and crafts classes and inspiration. It's free to sign up with your library card. https://www.creativebug.com/lib/orionlibrary

Like
CommentShare
Anyone want to partake in some family library trivia tomorrow? I'll be cohosting!

SAT, APR 25
Live Library Trivia Game with Kahoot!
Zoom

Thanks for drawing along and creating really cool comics with us for #OrionReadsTogether. Be sure to join us for more fun this weekend when we host our very first LIVE family trivia. For now, to finish your comic you need panels. Head on over to Kidlit to download a blank worksheet! If you feel like sharing, snap a photo of your comic to show us below! https://kidlit.tv/2016/10/how-to-make-a-comic/
Orion Township Public Library
April 24 at 12:00 PM
TGIF photo fun! All ages use this aspect of the library, have you?

1 Comment
Like
Comment
Share
Comments
Most Relevant

Orion Township Public Library
This one was hard, it’s a close up picture of the table charging stations.

Orion Township Public Library
April 24 at 10:00 AM
At the start of National Library Week we ask you, what’s your favorite thing about the library? This is what you came up with! Thank you to all who participated! If you didn’t have a chance to let us know your favorite thing about OTPL tell us in the comments below.

16 You, Beth Blubaugh Sheridan, Kathleen Kwiatkowski and 13 others
6 Comments
1 Share
Like
Comment
Share
Comments
Most Relevant

Lori Morris Our wonderful volunteers!

Kris Remenar Wonderful staff!
Orion Township Public Library
April 23 at 6:00 PM
Register for the digital scavenger hunt here!
[link]

Orion Township Public Library
April 23 at 12:00 PM
Thursday OTPL photo! I will give you a hint, you have to look up!

Beth Blubaugh Sheridan I know! 😏

Kayree Scott There's an old sign...I think it's by the audiobooks?

Orion Township Public Library Kayree Scott correct! It's above the Teen Audiobooks, good memory!
Orion Township Public Library
April 23 at 9:00 AM ·
We can't wait to read to our patrons again! Until then, please enjoy this Storytime To Go with Pete the Cat about colors!
SING and PLAY - along with Pete the Cat: I Love My White Shoes (story by Eric Litwin and art by James Dean) https://www.youtube.com/watch?v=fj_z6zGQVvM
MATH - Color Eye Spy Bingo - Make a bingo board with different colors in each square and you and your child look for the colors and mark them off as you find them  
...See More

4Ashley Lehman and 3 others
2 Shares

Orion Township Public Library added an event.
April 22 at 8:00 PM ·

SAT, APR 25
Live Library Trivia Game with Kahoot!
Zoom

You like Orion Township Public Library
★Interested
1 Comment
Like
Comment
Comments

Orion Township Public Library Before the quiz takes place, we will have a game waiting to start on Facebook Live. There will be a game PIN you need to enter to play the quiz on the screen. Go to kahoot.it in your web browser or download the Kahoot! app. Once in Kahoot!, enter the PIN you see o...See More

Hide or report this

KAHOOT.COM

Split screen to join a video lesson and play Kahoot! on one device
Here's a fun game to try while you're at home! "Never Have I Ever" Library Edition! How many points did you get? What haven't you done?

88

18 Comments1 Share

Jessica Scott Streetman 2

Beth Blubaugh Sheridan 10

We are continuing #OrionReadsTogether with our middle grade title, "El Deafo". On Monday we created our characters. Today we will create the plot. The zanier, the better; let us know what you come up with below! We will start.

#OrionReadsTogether

Create your own Comic

Step 3: Think of a plot. What does your character want? What's their dream? What's their plan? What obstacles stand in the way of your character's goal? What challenges does your character face? How do they overcome these obstacles?

My character wants: ________________________________

What does my character need? ________________________________

My character creates a plan to _______.

My character overcomes the obstacle of _______.

Here is our plot: The aspiring astronaut wants to go to the moon, but the slimy aliens were blocking the way, so he invented a super sonic alien blaster that turned them into bubble gum!
Zoom photo Wednesday! How many of you have been to this part of OTPL?

Beth Blubaugh Sheridan Do you have to be under a certain age? 😊

MaryAnne Thorndycraft Teen room sign?

Orion Township Public Library MaryAnne Thorndycraft correct, great guess!!!

Now through May 31, Ancestry Library Edition will be available for remote (home) access with an Orion Library card. Powered by ProQuest and Ancestry, Ancestry Library Edition gives you access to historical census data, vital records, military records, immigration records, and more.

To get started, visit https://orionlibrary.org/resources/ancestry/.

22

1 Share
Write a comment...
It's #NationalLibraryWeek and today is National Library Workers Day! We know we have a great staff here at OTPL, but are you curious about what they have been up to from home? Here is a selection of staff members from each of our departments. Tell us below your favorite memory with an OTPL staff member!

Kym Schonmeier McGee  Hi Kathleen, miss you! We should start back up book club on zoom!!!

Lori Morris  Thanks to all of our fantastic teen, adult and volunteer groups that make our library so wonderful! Hoping you are all staying healthy!
Orion Township Public Library
April 21 at 12:00 PM
National Library Week how well do you know OTPL Tuesday photo. Where in the library can you find this super zoom photo? We'll let you know the answer at the end of the day!

11
6 Comments

Kristina Schwarz The fish tank?

Kayleen DeVries Fish tank

Orion Township Public Library
April 21 at 9:00 AM
We are back with another infant and toddler Storytime To Go, this time focusing on farm animals! All Storytime To Go content can be found at orionlibrary.org/youth as well.

READ - “Moo-Baa-Oink” is a singable book and a fun way to practice animal sounds. You can find it for download on hoopla digital with your valid library card.

WRITE & PLAY - Finger play songs and rhymes are great for developing motor skills and body awareness in little ones. Follow along with the motions, ..

See More

1 Share
Like
CommentShare
Comments

Write a comment...
Orion Township Public Library
April 20 at 6:00 PM
For National Library Week we want to know what is your favorite thing about the library? Use the link below to let us know and we’ll share an epic word cloud at the end of the week!

https://www.menti.com/8nfdwnj92w

1 Share
Like

Orion Township Public Library
April 20 at 2:00 PM
We’re back with the final week of #OrionReadsTogether with our middle grade graphic novel, "El Deafo". After reading and discussing the title, we decided the next cool step is to create your own comic. Today you will create your main character. This activity is for all ages, parents and kids alike. Take a picture and post your character in comments below:

#OrionReadsTogether
Create your own comic
Step 1: Who is your story about? Is he human like Greg Heffley? Or maybe a fierce animal.
Step 2: Sketch your character. Do a few sketches of your character on scratch paper. Draw him/her happy, sad, and angry. What does he/she look like running or jumping? Make quick sketches of your character doing different things.

Like
CommentShare
Orion Township Public Library
April 20 at 12:00 PM
How well do you know OTPL? In celebration of National Library Week, we will post zoom pictures daily at 12 noon, can you guess the photo?

You, Beth Blubaugh Sheridan, Lori Morris and 6 others
3 Comments

Karen Rusch Airplane in lobby.

Orion Township Public Library Great job everyone, you are both correct. This photo is from the airplane in our lobby. Be on the lookout for another super zoom photo today at noon!

Orion Township Public Library
April 20 at 10:00 AM
In celebration of National Library Week we would like to give a shout out to the Friends of the Orion Township Library for another great year! Thanks to the Friends we are able to offer many new programs and services to our patrons.

Below are some important updates from the Friends:

The April Friends board meeting, designated as the annual meeting to prepare to close out the fiscal year which is open to members, has been postponed to a later date once the library has re... See More

You, Beth Blubaugh Sheridan, Lori Morris and 29 others
2 Comments2 Shares

Love

Suz Radabaugh Yay for the Friends! We appreciate you ❤️

3 Carol Mason That’s cool. The friends did a great job with the silent basket auction last year.
Happy National Library Week! Keep an eye on our social media everyday for fun activities, challenges, and information about accessing what the library has to offer at home.

Use #OTPLatHome to let us know which resources you use and which ones you have discovered all week long. #NationalLibraryWeek2020

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Melissa Mae Enjoying my audiobook on the Libby app!

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Orion Township Public Library Natalie Myers West they are free with your library card!

---

Carol Mason Hoping everything goes well and you can open up sometime in May. I miss the library. I miss having access to the internet since my phone just allows Facebook.

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Orion Township Public Library

Today's Staff Recommendation: House of Trelawney by Hannah Rothschild

For more than seven hundred years, the vast, rambling Trelawney Castle in Cornwall—turrets, follies, a room for every day of the year, four miles of corridors and 500,000 acres—was the magnificent and grand “three dimensional calling card” of the earls of Trelawney. By 2008, it is in a complete state of ruin due to the dulled ambition and the financial ineptitude of the twenty-four earls, two world wars, the Wall Street crash, and inheritance taxes. Still: the heir to all of it, Kitto Trelawney and his wife, children, ancient parents, and two sisters discover that the house itself is really only a very small part of what keeps the family together.
Orion Township Public Library
April 18 at 10:00 AM
The youth librarians are launching a fun online building competition, called #OrionBuildsTogether. Our first build prompt for you is SPRING! What are you most excited about when it comes to spring? What is your favorite thing about the season?

This competition is open to all ages, and we want to see what you come up with! Comment below or post on your own social media. Be sure to tag us as well as use the hashtag #OrionBuildsTogether. We will reshare some of our favorites! See below for some examples put together by our own Ms. Katie and her family.

Beth Blubaugh Sheridan, Lori Morris and 4 others
1 Share

Orion Township Public Library
April 17 at 6:00 PM
The staff rec of the day is "The Alice Network" by Kate Quinn.

In an enthralling new historical novel from national bestselling author Kate Quinn, two women—a female spy recruited to the real-life Alice Network in France during World War I and an unconventional American socialite searching for her cousin in 1947—are brought together in a mesmerizing story of courage and redemption.

If you liked this book you should also check out "The Nighingale" by Kristin Hannah or "Code Name Verity" by Elizabeth Wein.

Lori Morris, Jessica Scott Streetman and 17 others
8 Comments 2 Shares
Did you know April is National Poetry Month? Our very own Cherie Meyers was kind enough to share a poem she’s had published. She is creative in so many ways and a pleasure to work with. Thank you Cherie!

THE BEAR

by Cherie Meyers

April opens an eye,
frost moves out of the ground,
and the bear rolls over under the cabin floor.

She yawns wide, sour mash breath,
then scratches an ear where fleas have wintered.
A mouse scurries across her familiar back.

She rises on wobbly legs.
Her belly growls as she climbs
out from under the crumbling foundation.

Lifting her head to the clear night,
her nostrils flare open to the welcome scents-
dandelion, moss, trillium in the woods.

Her paws turn in,
claw sink into cold earth and wet leaves.
Thirsty, she lumbers toward the lake.

Patches of snow still shadow this north cove.
A lavender light touches the ridge.
Low, pink-edged clouds seem to hold the bottom of a full moon.

She pauses a moment, listening,
then bends to drink…
water glistening from her maw.

The Bear previously appeared in Snowy Egret,
the oldest independent U.S. journal of nature writing.

Karen Rusch Wonderful Cherie!

MaryAnne Thorndycraft Thanks for sharing
Some days do you feel really different from everyone else? Cece Bell, author of "El Deafo" sure did! Listen to how she turned that into the great story that you just read. [https://www.youtube.com/watch...](https://www.youtube.com/watch...)

Think about a situation that you have experienced that could be turned into a story. Is there anything while being at home in the last few weeks that would make a good story? Next week we will work on putting a story together to create your own comic strip.

**Author Cece Bell Talks About Her New Book, 'El Deafo'**

Going to school and making new friends can be tough. But going to school and making new friends while wearing a bulky hearing aid strapped to your chest? Tha...

Going to school and making new friends can be tough. But going to school and making new friends while wearing a bulky hearing aid strapped to your chest? Tha...

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We hope you and your families enjoyed reading "My Father's Dragon" for #OrionReadsTogether. If you are still interested in participating, it is never too late. The book is available to check out on [hoopla digital](https://www.hoopladigital.com), and all activities are located at the hashtag above.

For our final activity, we have put together a quiz, much like our Battle of the Books competition. Now you get to test your knowledge on the book! This fun quiz will be open and free to take anytime between now and Sunday evening. How did you do? Let us know below in the comments if you had fun reading along!

[https://kahoot.it/challenge/0819053...](https://kahoot.it/challenge/0819053...)

**Play Kahoot! challenge: My Father's Dragon Quiz**

Play this kahoot challenge about Did you participate in #OrionReadsTogether? Test how well you know My Father's Dragon with this quiz...

Play this kahoot challenge about Did you participate in #OrionReadsTogether? Test how well you know My Father's Dragon with this quiz. Good Luck!

---

Kristina Schwarz  My daughter is yelling the answers at me, but I can't find the right button fast enough!

Thanks for putting these activities together, we enjoyed it!
It's #NationalLibrarianDay! Tell us your favorite librarian story in the comments!

Kristi Hipple Pavelich Oh I have to tell the story... But it will remain nameless which one of my boys it's about. 😊 He was in miss Kristen's story time and was 18 months old. She would read a story and then put on music to dance, giving each toddler a scarf. One morning my little guy woke up and the first dream he ever mentioned, was about dancing with scarves with Miss Kristen. 👖 you Kris Remenar.

Kristina Schwarz I love that the children's librarian knows both my daughter's name AND her elephant’s name!

Kristina Schwarz say hi to your kiddo and Ellie from me and DJ. We miss all of you! 😘 -Miss Halli

Orion Township Public Library

Are you reading along with us for #OrionReadsTogether: Draw It Out? We are reading "El Deafo" by Cece Bell. It's never too late to start, and you can find a digital copy available for checkout on hoopla digital.

Try your hand at these fun "El Deafo" puzzles to test your comprehension and your vocabulary skills.
https://www.rif.org/literacy.../criss-cross/el-deafo-criss-cross
https://www.rif.org/.../word-search/el-deafo-word-search-medium

RIF.ORG

El Deafo: Word Search (Medium)
Look for vocabulary words from El Deafo. Circle or click on words across, or down. You can print the puzzle or use the interactive version on your tablet, phone, or computer.

Look for vocabulary words from El Deafo. Circle or click on words across, or down. You can print the puzzle or use the interactive version on your tablet, phone, or computer.
Orion Township Public Library
April 16 at 10:00 AM
Thank you for reading along with us for #OrionReadsTogether! Today's fun is on chapter 9 and 10. Join us tomorrow at 10 am for a trivia game with questions from "My Father's Dragon". The trivia quiz will be up all weekend for you to test your book knowledge, much like our popular Battle of the Books program. See you tomorrow!

Orion Township Public Library
April 16 at 9:00 AM
Today we hope to brighten your day with this SMILES storytime! We will be back next week, but you can also find all Storytime To Go content at orionlibrary.org/youth

READ - Watch and listen to this recording of Nat the Cat's Sunny Smile by Jez Alborough. https://youtu.be/FjNTPTIFOSQ Following the story, pick a few (or all!) of these activities to do that align with best early literacy practices:

SING - Watch this video of “Smile, Smile, Smile” by Dan Zanes. https://youtu.be/...
Orion Township Public Library
April 15 at 6:00 PM ·

Wednesday’s Recommendation, "Tell The Wolves I’m Home" by Carol Rifka Brunt.

An emotionally charged coming-of-age novel, Tell the Wolves I’m Home is a tender story of love lost and found, an unforgettable portrait of the way compassion can make us whole again. It’s 1987, and there’s only one person who has ever truly understood fourteen-year-old June Elbus, and that’s her uncle, the renowned painter Finn Weiss. When he dies June’s world is turned upside down. But Finn’s death brings a surprise acquaintance into June’s life—someone who will help her to heal, and to question what she thinks she knows about Finn, her family, and even her own heart.

For read alikes, please look for "Where’d You Go Bernadette" by Maria Semple, “The Goldfinch” by Donna Tartt or “The Book Woman of Troublesome Creek” by Kim Michele Richardson. Enjoy!!

33
Like

Orion Township Public Library
April 15 at 3:01 PM ·

Orion Township, Michigan
April 13 at 8:16 AM ·

Take 10 (or less) for the 2020 Census!

In less than 10 minutes you’ll be able to help shape the future of Orion Township for the next 10 years and get funding f...
**Orion Township Public Library**

April 15 at 11:17 AM

We hope you are enjoying reading "My Father's Dragon" for #OrionReadsTogether. Today's post is about Chapter 8!

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**Orion Township Public Library**

April 14 at 6:00 PM

Tuesday's Staff Recommendation: "The Woman in the Window" by A.J. Finn

Anna Fox lives alone—a recluse in her New York City home, unable to venture outside. She spends her day drinking wine (maybe too much), watching old movies, recalling happier times ... and spying on her neighbors.

Then the Russells move into the house across the way: a father, a mother, their teenage son. The perfect family. But when Anna, gazing out her window one night, sees something she shouldn't, he...

See More

---

6Lori Morris, Kim Dillon Winther and 4 others

3 Comments

Like

CommentShare

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Karen Rusch Loved this book. Keeps you guessing until the end and the author is really cute. Heard him speak at the Tucson Festival of Books 2 or 3 years ago. This was his first published book. Never told anyone he was writing and quit work the day his book came out.

Jim Abramczyk Great book.
Orion Township Public Library
April 14 at 2:00 PM ·
We hope you are enjoying "El Deafo". These discussion questions focus on friendship, a main theme of the book. What do you think? Post your thoughts about the book below! Tag us in your posts if you are reading along!

Orion Township Public Library
April 14 at 10:00 AM ·
Let us know what you would bring with you in the comments below #OrionReadsTogether

Orion Township Public Library
April 14 at 9:00 AM ·
Welcome back for another Storytime To Go! This one focuses on our littlest patrons, but can easily be catered for a preschool crowd as well. We will be back on Thursday with another Storytime To Go!

READ - Download and read "Trains Go" from hoopla digital. This is a fun and noisy book to read to your little one. Have fun with the noises that the different trains make.

PLAY - Lay your baby on his/her back and hold their hands. Move their hands in a circular motion like a tr...
Orion Township Public Library
April 13 at 10:20 PM ·
Save your story for the future.

Library of Michigan
April 10 ·
Our good friends at the Historical Society of Michigan are partnering with us on our COVID-19: Save Your Story project. Find more details and submission information at: https://bit.ly/2ynT8ri

Orion Township Public Library
April 13 at 6:00 PM ·
Monday's Staff Recommendation: "Recursion" by Blake Crouch
False Memory Syndrome is spreading across the world, people everywhere are developing memories of lives unlived and people unknown. Somewhere in a lab, a neuroscientist is experimenting on a technique to halt the memory loss caused by Alzheimer's and dementia, but what goes wrong changes the world... over and over..
This title is an exciting and surprising Crime/Sci-Fi Thriller that fans of David Lynch's "Twin Peaks", Blake Crouch's "Wayward Pines", or Stephen King's "The Institute" will love.
Upper Elementary and middle schoolers are invited to join us this week for #OrionReadsTogether: Draw it Out. We are reading the graphic novel "El Deafo" by Cece Bell, available for check out on hoopla digital to anyone with a valid OTPL card. Check back tomorrow when we begin daily activities, including creating our own comic! See you then!
**Orion Township Public Library**
April 13 at 10:00 AM ·
#OrionReadsTogether We are picking up at Chapter 6, but there is still plenty of time to read and join in on the fun daily activities with "My Father's Dragon", available for check out on hoopla digital!

Elmer's toothbrush really came in handy in an unexpected way! What other things could you use a toothbrush for? Want to try toothbrush painting? Check it out here and share your creativity with us. Comment a picture of your painting below, or post using #OrionReadsTogether! [https://thepinterestedparent.com/2017/02/22334/](https://thepinterestedparent.com/2017/02/22334/)

**TOothbrush Painted Rainbow – The Pinterested Parent**
If you are looking for a quick and super easy arts and craft project for the kids. It does not get much easier than this tooth brush painted rainbow.

If you are looking for a quick and super easy arts and craft project for the kids. It does not get much easier than this tooth brush painted rainbow.

Like
CommentShare

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**Orion Township Public Library**
April 12 at 6:00 PM ·
Sunday Recommendation "When the Stars Lead to You" by Ronni Davis

From debut author, Ronni Davis, comes a stunning novel about passion, loss, and the power of first love. This story is a heated first-love romance about two teens who are torn apart one summer by prejudice and mental illness, and find each other once again, but that is not where their stars end!

For similar titles, "Echoes Between Us" by Katie McGarry, "The Rest of the Story" by Sarah Dessen or "Full Disclosure" by Carmryn Garrett. All titles can be found on Libby by Overdrive.

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**It's Staff Recommendation Week!**
Every night April 12-18, the adult and teen department will post staff favorites at 6pm.

Like
CommentShare

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33
Director’s Report  
May 21, 2020  
Karen Knox

This continues to be a challenging time for everyone. With the current COVID-19 pandemic, the library has done its best to remain flexible and available to assist our community in any way we can.

Health and safety continue to be my first and highest priority, for staff and for patrons.

Staff are still working remotely. As of this report, we are under restrictions of two Executive Orders from Governor Whitmer. EO-2020-77 extends the Stay at Home, Stay Safe order through May 28, 2020. As a governmental unit that is not necessary to sustain or protect life, the library and its staff must stay home. In addition, EO-2020-69 is a restriction on the use of places of public accommodation, which explicitly lists libraries, thru May 28, 2020 as well, so the library cannot provide services to patrons during this time either.

However, as we are planning for the expiration of those orders on May 28, we are starting to make plans for reopening the library, first to staff, then to the public, but in a safe manner. I have been on many, many virtual meetings and webinars on this topic for libraries, and I have been working with staff to make plans. Certainly, we will look to the governor’s office as well as the Oakland County Health Department for guidance on regulations and policies that will affect our library.

During the month of April, we have been focused on providing services remotely and marketing our digital services for our library community, as well as planning for summer.

Staff continue to answer emails and phone calls from their homes, providing answers about library cards and access to our digital resources.

From a marketing perspective, our social media committee meets weekly (virtually) and plans the rigorous set of messages for the week. We post frequently on Facebook, Instagram, and Twitter. This is one key method for sharing our resources with our community. In addition, ONTV interviewed me during their April 30 Lake Orion Cares podcast, which is a weekly podcast on the ONTV Facebook page. It was a great opportunity to have a public interview with Ian Locke of ONTV to share our resources (https://youtu.be/zk2OjC4kA6s).

Staff also spent time working on our content for the Summer Issue of Orion Living, which should be in resident mailboxes around June 1. We did not list specific program dates or times, like we typically would, but did our best to provide
quality information that would still be relevant, along with more promotion of our online resources.

In addition, staff have been busy with a variety of tasks and projects while working remotely. Many, many webinars and online meetings are going on, and staff members are taking this opportunity to learn new ideas. We have put out content for kids and families like weekly storytimes to go, Orion Reads Together, Draw it out, Orion Builds Together, and more. We have done a couple of online Kahoot quizzes. In April, much of this content was pushed out on social media. We have added to our digital content collection, as use continues to increase. Starting in May, I increased the monthly maximum for hoopla borrows from 6 to 8 per library card.

We learned recently that we have been awarded two grants from the Library of Michigan, funded by LSTA. One is for our youth department to purchase special needs and sensory related items, written by James. The other is to create memory kits for our patrons with dementia and their caregivers, which will be shared at the Orion Center Branch as well, written by Beth.

In the Youth Department, we now have 338 children registered for the 1000 Books before Kindergarten program, and our 500 by 5th program has 119 kids signed up.

As we look to starting our Summer Reading program on June 6, much planning has been in place to transition things over to a virtual environment. We will have “take and make” activities for patrons to do on their own along with video instruction. We are working with some of our presenters to transition over to an actual virtual presentation, which works for some, and not for all. Librarians will also record video for our own virtual programs. I approved increasing our budget for patron incentives and prizes, all of which will come from local Lake Orion businesses and will be funded by the Friends.

I continue to hold weekly dept head meetings on Zoom and have all-staff coffee chats every 7 to 10 days or so also on Zoom. I also have had individual one-on-one Zoom calls with my admin staff and with the dept heads, as well as several small group staff meetings around a variety of projects, including new services like curbside pickup and virtual programming. And I also continue to attend many online meetings with other library directors and staff to learn about library service during COVID, especially here in our state.

At this time, we are paying all bills electronically and running payroll remotely. Physical access to the building remains limited, and anyone who wants to go to
the building or needs to go in must be cleared through me. I am following all the procedures in place to ensure health and safety.

We are starting to move forward on a few additional projects.

- My office furniture will be installed next week Tuesday, May 19. Maintenance staff will assist in clearing my office the day before.
- I have been in touch with our project manager for our Meeting Room AV upgrade, and they ordered and received most of the new equipment. As soon as they get the last few pieces, they will let me know, and Steve and I will work to get that installed.
- I have been in touch with AKA architects in regard to the meeting room kitchen design and will share those details at the board meeting.
- During a routine building check, Mike discovered that the tile in the women’s public restroom has lifted and is no longer safe. We are working to get that tile replaced in the near future as well.

As we look to the expiration of the governor’s EO’s, current set for May 28, we are making plans for staff to return to work at the library. Certainly, if the May 28 date changes, we will adjust. But I have told staff that it is likely we will start having staff back in the building on June 1. We will comply with all safety precautions for staff, including employee health screenings, PPE, social distancing, etc. This will give the staff time to get reacclimated to the building and work out the finer details for providing library service in this new climate. During that time, we will reopen the return bins and start processing the library materials. After a week or two, we will start patron service with curbside pickup where patrons can place holds on items and then pick them up safely in the parking lot. There are many details to this new service, which I’m happy to go over if interested. Simultaneously, we will be doing virtual programming, as well as answering the phones and email daily. More to come on all of this.

In regards to the Friends of the Library, I actually facilitated a Zoom board meeting for them this week, on Tuesday, May 12. Most of the board members participated, and it was wonderful to see their faces again as well! I was able to give them an update on where the library is with regard to services. They remain supportive and interested in helping in any way they can.

I am sure you may have additional questions, so rather than write it all out this month, I will be happy to answer questions and provide more details at our board meeting next week. I look forward to “seeing” you all then. Thanks so much for all your continued support and all that you do.
Strategic Focus Areas:

1. **Exceptional Resources**
   - **Programming:**
     - Plan and execute an Adult Battle of the Books program partnering with surrounding libraries (CIDL & AHPL).
     - Add a self-guided computer learning program (Grow with Google).
     - Continue Think Link Afterschool to include grades 6-8 and add working with community organizations and businesses to assist with programming.
     - Add an Intergenerational Storytime program at senior living homes for children and residents.
     - Reassess how library wide programming is run.
     - Continue to do Lit Lunches at the middle schools and boost regular programming at the high school level.
     - Continue to build new partnerships with community organizations and hold more programs offsite – including Orion Art Center, senior homes, storytime popups, local cultural organizations for multicultural programing.
     - Update and organize passive activities including board games in the teen room.
     - Offer more diverse cultural programming for kids & families
     - Explore more programming opportunities for babies – including more resources/play materials
     - Offer more special ed programming
     - Cross department programing – including moms’ night out, family makerspace etc.
     - Refresh longstanding programming – including LEGO, Doggone Readers, storytimes
     - Create and perform a diversity audit of picture book collection
   - **Collections:**
     - Explore creating and circulating memory kits for patrons with memory disorders.
     - Explore circulating classic/old school gaming systems.
     - Add a seed library.
     - Complete the creation of a family movie collection.
     - Continue to catalog and process new materials in a timely fashion.
     - Reinvestigate circulating wireless hotspots to patrons.
     - Complete the development of LitFit Kit collection.
     - Expand parenting collection to include reading resources.
     - Expand wonderbook (audio enabled book) collection.
   - **Services:**
     - Purchase and install a 3D printer in our Maker Space for patrons and programs.
     - Build up Maker Space resources to assist with patron and staff training.
     - Add routine monthly window displays in the Teen Room.
     - Research grant opportunities and apply for applicable grants to assist with but not limited to:
       - Borrow by Mail program for DVDs for homebound patrons.
       - Soundproofing study rooms.
       - Short story dispenser either in the library or somewhere in a popular area of town.
       - Motorized assist to our Bookbike.
2. Community Awareness
   - Utilize the Bookbike for new pop-up services such as using it as an “Art Cart” at the park.
   - Service all new senior living facilities being built in the township; Laurels of Lake Orion on Clarkston Road is due to be completed summer/fall 2020.
   - Spontaneous programs and/or displays for viral pop culture events.
   - Add an online music streaming service and slowly eliminate or decrease our physical CD collection.
   - Teen Librarian to work on having a presence at outside the building teen related events (Ex: Real Talk).
   - Purchase and design a library mobile app.
   - Consider adding a new bulletin board behind customer service desk to help with awareness of library resources.
   - Continue to schedule Bookbike appearances throughout the community.
   - Design a new public website.
   - Explore options to customize Polaris email to include surveys, event, and resource information (3rd party)
   - Continue partnerships with LOCS; efforts to expand field trip opportunities and “March is Reading Month” visits.
   - Partner with ONTV for candid school/library relationships.
   - Improve and increase youth book displays, including new display areas and shelf talkers.
   - Maintain and expand preschool outreach connections.
   - Explore options for traveling storywalk.
   - Recruit and create a library Dragon boat team
3. Customer Satisfaction

- Staff Training:
  - Develop a voluntary cross-training program for staff interested in learning new aspects of the library.
  - Review and update the new employee onboarding process.
  - Train youth librarians in all Maker Space services so they can assist with patron trainings and use the Maker Space for youth programs.
  - Work with Merces Consulting to update job descriptions and performance evaluations.
  - Utilize Lynda.com for staff learning opportunities.
  - Encourage staff to view Webjunction workshops, such as for customer service.
  - Continue seeking out professional development opportunities for all staff.

- Resources:
  - Easily accessible computers for the 2020 census and properly trained staff to assist Orion Township residents with census questions. Dedicated census terminal and link on all library catalogs.
  - Sell old Orion Library picture frames in a silent auction.
  - Give patrons the opportunity to take home magazines from the previous year before recycling.
  - Dan to start offering Maker Space office hours for walk-in questions.
  - Revamp the Adult and Teen Summer Reading Program.
  - Add cloth bags with our logo for home delivery books so patrons don’t misplace items as easily.
  - Develop new ways to market the Orion Center (trifold, bookmarks, ONTV, lobby slide).
  - Work on 2021-2023 Strategic Plan.
  - Eliminate paper forms for mileage reimbursement and implement an online submission forms much like funding requests.
  - Develop a local history donation form to better keep track of accession records and donor files.
  - Go through old adult archival posters in support services.
  - Explore Auto Renewal and Fine Free options.
  - Stay current with Polaris releases (barring major bug reports).
  - Explore networked digital clocks.
  - Continue reading current research for libraries.
  - Explore and evaluate new methods of collecting patron comments/feedback on services and programming.
  - Explore ways to become more ecofriendly including moving forms online, eliminating single use items (storytime name tags, for example) and generally using less paper.
4. Easy & Convenient Library Access

• Facility Improvements:
  o Add decorative signage at the customer service desk.
  o Upgrade AV in the Meeting Room and tie in to ONTV.
  o Replace WiFi hardware infrastructure.
  o Clean carpet.
  o Finish renovations in admin department from roof leak from November 2019.
  o Investigate LED for rear exterior lights.
  o Thoroughly clean each department work area.
  o Replace wood surrounding outdoor book drop.
  o Refinish lobby floor.
  o Paint light pole bases in the parking lot.
  o Power wash meeting room tables and chairs.
  o Adjust sprinkles so they don’t shoot trees.
  o Add new signage for unauthorized parking, trail access.
  o Work on plan and cost estimate for Meeting Room kitchen project.
  o Add new sculpture to the front entry gardens.
  o Add automated card readers on storage room exterior doors.
  o Inventory shelving parts in the storage room.
  o Add option to employee entrance for door opener.

• Services:
  o Digitize all LOHS yearbooks and make them accessible online.
  o Consider adding curbside pickup for library materials.
  o Add a “What to read next” tab on the library website for adults, consider using Good Reads.
  o Consider removing user agreement splash page for both patron computers and wireless which could be considered a barrier to access.
  o Finish iDigOrion to OCHR migration.
  o Increase passive in-library activities in elementary area – add games, manipulatives, unique brain puzzles, etc., to mimic a learning space like younger kids play space (i.e. Make fish tank a space to learn and explore).
  o Explore opportunities to ensure the youth area is welcoming to kids/families of all abilities (i.e. add sensory kits).
  o Promote the ThinkLink Teacher Portal to other educational entities (private preschools, schools).
  o Use e-books and apps at large programs to promote the ease of use and access and promote current digital literacy.
Due to the library building closure, this month's usage highlights only the digital resources that our patrons can access remotely. Below are the resources that actually "check out" for a period of time, individually or simultaneously. We also have many digital resources that do not count as "checkouts" as they just allow simultaneous use online.

<table>
<thead>
<tr>
<th>Resource</th>
<th>Current month</th>
<th>This month last year</th>
<th>Current FYTD</th>
<th>Previous FYTD</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>E-books (OD &amp; CL)</strong></td>
<td>18,032</td>
<td>8,499</td>
<td>52,425</td>
<td>28,723</td>
</tr>
<tr>
<td>E-audiobooks (OD &amp; CL)</td>
<td>1,799</td>
<td>1,607</td>
<td>7,636</td>
<td>5,518</td>
</tr>
<tr>
<td>E-magazines</td>
<td>594</td>
<td>690</td>
<td>2,160</td>
<td>2,493</td>
</tr>
<tr>
<td>Hoopla</td>
<td>2,108</td>
<td>1,520</td>
<td>6,636</td>
<td>6,035</td>
</tr>
<tr>
<td>Kanopy</td>
<td>99</td>
<td>27</td>
<td>298</td>
<td>144</td>
</tr>
</tbody>
</table>

** PebbleGo was 14,053 of the total ebook number

* LIBRARY BUILDING TEMPORARY CLOSURE STARTED on MARCH 13, 2020 DUE TO COVID-19
Orion Township Public Library
Policy Committee Meeting
4/21/2020

Meeting to called to order at 9:00 a.m.

Attendance: Abramczyk, Phillips, Shannon Schmidt, Steven Saunders, Thorndycraft, Knox

- The Director and staff brought forward to the committee a proposal to allow checked-out items to be renewed automatically if the following conditions were met:
  - The item is allowed to be renewed per policy.
  - The maximum number of renewals has not been exceeded.
  - There are no holds on the item.
- Automatic renewal is a feature of our library management system, so the effort to implement is minimal.
- This feature has been requested by our patrons. Especially patrons from neighboring libraries who also utilize our library. Several neighboring libraries have already implemented this policy.
- With respect to budget impact, Fines & Fees amount to 1.6% of our 2020 budget, @$40,000 budgeted. Shannon Schmidt remarked that other libraries have reported approximately a 20% loss in fines & fees revenue upon implementing the proposal. This would amount to approximately $8,000 annually for our budget, or 0.32%
- The director felt that the benefit of implementing this change outweighed the loss in revenue, which is minimal.
- For those patrons who subscribe to email or SMS text notifications for checked-out item status changes, the usual messages of upcoming renewals will still take place, then if auto-renewed, a message stating that would occur. If the item cannot be renewed, a message will be issued as well.
- The Director is to draft changes to the appropriate policies as required to institute automatic renewal of items checked out. Verbiage to be reviewed at a subsequent policy committee meeting.
- Policy committee meeting scheduled for April 28, 2020, 9:00 a.m. via Zoom if the library is not open yet due to the state-ordered shutdown.

Committee recommendations:

1. None at this time

Adjourned at 9:45 a.m.

Respectfully,

James J. Abramczyk, Trustee
Orion Township Public Library

Policy Committee Meeting

4/28/2020

Meeting to called to order at 9:00 a.m.

Attendance: Abramczyk, Phillips, Thorndycraft, Knox, Beth Sheridan

- The director presented changes to “CIR-2: Loan and Renewal Policy” to allow for the automatic renewal of eligible materials.
- The changes were reviewed and discussed. No further changes were offered.

Committee recommendations:

1. Consider for approval changes to “CIR-2: Loan and Renewal Policy” to allow for the automatic renewal of eligible materials.

Adjourned at 9:37 a.m.

Respectfully,

James J. Abramczyk, Trustee
CIR-2: Loan and Renewal Policy
Adopted: 10/17/2013; Last Revised: 2/15/2018

Policy Statement
To make materials available to all customers on an equal basis, the Orion Township Public Library (OTPL) sets limits on loan periods and on the number of renewals allowed.

Regulations
1. Renewal of library materials owned by OTPL may be done in person, by telephone or online. Materials owned by OTPL that are eligible for renewal will be automatically renewed by our software system, according to the policies set by the library. See also Interlibrary Loan Policy for limits and regulations on items not owned by OTPL.

2. If an item has a hold on it for another patron, it cannot be renewed.

3.3. Once an item has been renewed for the maximum number of periods allowed it must be returned to the library so that it can be made available for other customers.

4.4. Loan periods, number of renewals, and number of holds per item type will be established in the Loan, Renewal and Hold Schedule by the library director based on demand, collection size, material type, and lending source.

4.5. Extended loan periods may be available upon request at the time of checkout. Any item that is on hold for another customer cannot be renewed.

5. Fines due at the time of renewal are still due.

6. Patrons meeting the Maximum Outstanding Fee Limit as defined in the Fines and Fees Policy may not check out materials.

7. Patrons claiming an item was returned or never had even though the item is still checked out on their account must sign a Claims Returned Form to be kept on file at the library. The second instance of a Claims Returned item is subject to a Claims Returned Administrative Fee as defined in the Fines and Fees Policy.

8. In compliance with the Library Privacy Act⁠¹ only authorized users, parents or legal guardians will be provided detailed information on any library account.

9. The library reserves the right to make some materials non-circulating and only available for in-library use.

10. A patron who lives in the library service area who wishes to challenge a library policy or any portion of a library policy should follow procedures as outlined in MGT-15: Appeals Process Policy.

⁠¹ MCL 397.603 et seq. Library Privacy Act.