



TO: Plymouth District Library Board

DATE: June 10, 2022

RE: Technical Services
Department Spotlight

FROM: Shauna Anderson,
Director

PDL's Technical Services team handles the entire lifecycle of the materials that we circulate to the public. This work requires strong attention to detail and a specialized skill set, dealing with catalog records and patron data. Additionally, they provide customer service at the library's front checkout desk. As such, they are the first faces that the public sees as they walk in the door.

I have invited Circulation Supervisor, Kathleen Philo, to speak to you about the current makeup of her department and the projects that they have in mind going forward.