

LIBRARY DIRECTOR REPORT

Date: February 16th, 2017

1. APL / CAFÉ

The Jefferson and Waukesha County library directors have not met since MCL Board has last met. The next meeting is on Friday, February 17th. It's a light agenda for this week's meeting including discussion items such as the pros and cons of issuing passports from libraries and coordinated fine forgiveness among the libraries.

2. BUILDING

We have had to have Grunau come in several times this past month to service different areas of the HVAC system. Water was leaking from one of the boilers and there was as well an alarm that was continuously going off from the control system which monitors the humidity of the basement computer control room. Both issues have been taken care of.

3. CIRCULATION / PROGRAMMING

January's circulation was at 25,041 down 0.7% compared to last year's 25,227.

During the month of January, the library held 24 children's programs with an attendance of 303 children and 191 adults. There were also 2 teen programs with an attendance of 5 people. As well as 14 adult programs with an attendance of 457 people. 68 new library cards were added during the month of January.

For further details on the aforementioned statistics and figures, please reference the charts immediately following this report. I've also started to report the active volunteers and their hours.

4. FRIENDS OF THE LIBRARY

The Friends of MCL will be hosting a fundraising event on Pi Day (March 14th). Patrons will be able to purchase a piece of pie for \$1.00. I've also mentioned to some of the Friends members on possibly hosting an Open House at the Library in springtime. My idea of this is that it would be set-up as an open forum for patrons to come and check-out the new offerings/services at the library, as well as voice their feedback/opinions as to what they'd like to see more of from their community library.

5. IN-SERVICE TRAINING DAY

The library is all set to be closed for Friday, February 24th from 9:00 a.m. – 5:00 p.m. Laurie Freund and Mellanie Mercier will be joining us in the afternoon to discuss more in detail Bridges Library System, the many databases offered through the system and training on LEAP. LEAP is a responsive web client that gives staff the power of Polaris (our automation system) through a web browser. This will be fantastic for any offsite endeavors.

6. MEETINGS

The library was host this past Friday (February 10th) for Bridges Teen Think Tank. I've also attended an array of meetings / organizational get-togethers during the months of January and February with the Kiwanis Club, Rotary Club, Mukwonago Education Foundation, Chamber of Commerce, and Optimist Club to name a few. I also attended an informational session at Bridges on offering a Memory Café at the library. Jane (Head of Youth Services) and Michelle (Youth Services Assistant) also attended a joint Summer Library Programming Workshop to prepare and brainstorm for the upcoming summer reading program.

7. OUTREACH

As reported in the last meeting, I've scaled back a bit on the amount of outreach we are doing with the schools. In the month of January though, there were still 27 outreach visits servicing 513 kids and 49 adults.

We've also made contact with LindenGrove to understand ways in which we can service the assisted living facility better here in the community.

8. PERSONNEL / STAFFING

Nick Elhart has successfully made the switch into a full-time position and is now helping out in circulation. Lisabeth Herrick has also begun to learn the ins and outs of circulation and is successfully helping out more in the evenings. The reference staff also acts a backup for circulation.

9. TECHNOLOGY

We are working on installing four new Wi-Fi access points which should alleviate any issues that we've been having with Wi-Fi connectivity. A new printer was purchased for the Reference Desk area for easier air-print capabilities from peoples' individual devices. The Google Chromecasts should be ready for circulation soon.

10. UPCOMING HIGHLIGHTED EVENTS!!!!

Goodnight Lulu Musical Theater: Thursday, February 16th at 6:30 p.m.

Bluegrass Jam: Tuesday, February 21st at 6:30 p.m.

Job Search Workshop through the Workforce Development Center: Wednesday, February 22nd at 2:00 p.m.

Meditation and Mindfulness: Thursday, February 23rd at 6:00 p.m.

Dr. Seuss Read Along with Greater Waukesha Literacy: Thursday, March 2nd at 10:00 a.m.

Teen Tech Week: March 5th- 11th

Milwaukee Irish Dancers: Tuesday, March 7th at 6:00 p.m.

Milwaukee North Western Model Railroad Display: Saturday, March 11th – All Day

'Horton Hears a What?!' (Improvisation Theater for children): Saturday, March 18th at 11:00 a.m.

Basic computer classes will also be beginning in the middle of March. There will also be a raffle coming up during the month of March in which patrons must check out five items to enter to win a basket of goodies including a \$75 gift card to the Fireside in Fort Atkinson and a \$25 gift card to Espresso Love.

Circulation				
Bridges Library System	This Year	Last Year	Increase/ Decrease	Year To Date
Village of Mukwonago	7,942	8,441	-5.9%	7,942
Town of Mukwonago	6,398	6,763	-5.4%	6,398
Eagle	1,169	819	42.7%	1,169
Genesee	429	717	-40.2%	429
North Prairie	594	733	-19.0%	594
Vernon	2,867	2,862	0.2%	2,867
All other Waukesha County	1,452	990	46.7%	1,452
Jefferson County	173	117	47.9%	173
Subtotal Bridges System	21,024	21,442	-1.9%	21,024
Other Wisconsin Counties				
Milwaukee County	42	25	68.0%	42
Racine County	493	612	-19.4%	493
Walworth County	3,447	3,129	10.2%	3,447
All other Wisconsin Counties	35	19	84.2%	35
Subtotal Wisconsin Counties	4,017	3,785	6.1%	4,017
Total All Counties	25,041	25,227	-0.7%	25,041
YTD ALL COUNTIES	25,041	25,227	-0.7%	25,041

Facility Use & Volunteers			
	This Year	Last Year	Increase/ Decrease
Meeting Room Library Use	47	35	34.3%
Meeting Room Public Use	30	35	-14.3%
Study Room Use	136	158	-13.9%
Computer Usage	1,065	1,214	-12.3%
Patron Visits	10,868	10,546	3.1%
Active Volunteers	13	8	62.5%
Volunteer Hours	63	n/a	n/a

Subscription Databases & Other Highlights			
	This Year	Last Year	Increase/ Decrease
Job Now	1169	504	131.9%
Overdrive Circulation	1532	1530	0.1%
Gale Courses Verified (System Wide)	202	227	-11.0%
Interlibrary Loans Borrower	26	14	85.7%
Interlibrary Loans Lender	75	58	29.3%
New Items Added	427	527	-19.0%
New Cards Added	68	73	-6.8%

Programming			
Program	Kids	Adults	Teens
Friday Movies		186	
Book Clubs		27	
Bluegrass Jam		195	
Other Adult program		49	
Outreach/Kids	513	49	
Shake Rattle, Roll	140	89	
Sensory Storytime	59	44	
Preschool Storytime	28	17	
Lapsit Storytime	26	21	
Family Movies	10	8	
Paws to Read	7	4	
1000 books	13		
Make n Take	20	5	
Other kids program	13	3	
Teen programs			5
Teen opinion			10
Totals	829	697	15