

Library Director Report

1. 2017 Budget

As of October 13th, we are spending 71.8% of the 2017 budget. Programming was expected to go over the amount budgeted and there will be a few more programming costs incurred, but nothing drastic. The second draft version of the 2018 budget is on the agenda to be discussed tonight.

2. BUILDING AND GROUNDS

The charge that you see on the invoices for October from Illingworth-Kilgust is for an agreement with Emcor Integrated Services. We were encountering some issues with the HVAC that Grunau stated was out of their control and it had to do with the control system equipment side of things. This agreement covers a variety of things such as database management, software / firmware revision updates, alarm management, minor programming adjustments, etc. Again, you'll see the invoice from Roman Electric funnel through this month. I've not heard anything yet about the Focus on Energy paperwork that's been submitted, but talking with Roman Electric once the FOE people inspect, Roman Electric can come back and complete the work on the outside lighting.

3. CIRCULATION AND PROGRAMMING

Circulation was 25,162 in September, up 4.0% from 24,192 in 2016. 101 new library cards were added through our efforts of getting information about September being Library Card Sign-Up Month.

The month of September saw 21 adult programs. Of particular interest and well-attended were the Life of Alexander Hamilton, Basic Soap-Making, and the Aromatherapy: Health and Healing events. There were 19 children's programs held in September with storytimes resuming on Wednesdays and Thursdays, while on Fridays there is a different theme each morning for families with children to attend (Crazy for Crafts, Budding Builders, Books, & Bites, Play with Words, etc.) There were also 6 general programs which means that all ages are invited to attend, included in this would be virtual reality programs and the Dance the Night Away program. Also quite successful was the Dino Week held for children.

MCL is also taking initiatives to offer various forms of tech classes each month. We've had thus far courses covering Google Drive and G-suites and social media basics. Upcoming will be video-chatting tutorials and a class on Windows 10.

Also exciting is that that Teen Library Council would like to host an art competition beginning this week (October 16th) welcoming middle / high-schoolers to display their art within the library. They've proposed an opening 'gallery' event that coincides with Midnight Magic.

For further details on the aforementioned statistics and figures, please reference the charts immediately following this report.

4. CONTINUED SYSTEM INVOLVEMENT / AUTOMATION

It was reported at the APL meeting this morning (Friday, the 13th) that since the move to the Amazon Web Services cloud has taken place that talks have started again to resume the e-commerce situation. It was stated that it's hopeful within a month we'll be using e-commerce. MCL is also scheduled to migrate to the new Badgernet network and receive additional bandwidth in November. As we have Centurytel for a provider, there may be additional work that needs to be completed before we can migrate.

5. FRIENDS OF MCL

The Friends have met again since their September 20th meeting to discuss all of the finite details with Midnight Magic. They will be hosting the cookie excitement as in years past, as well as offering hot chocolate and cider and offering face-painting. The library shall offer crafts and storytime. The Friends of MCL are also working through the process with Potawatomi Bingo Hotel & Casino for the Heart of Canal Street program.

6. METASPACE 511

Grand opening date of November 7th from 5:00 – 7:00 p.m.!! I'm including in the e-mail the flyer that the Chamber of Commerce is sending out as we are hosting the Business after Five for November. There will be a ribbon-cutting at 5:45 p.m. I would like to invite the Board to be in attendance, the Friends have also been invited and the staff have been requested to be there. I believe the Business after Five's hosted by the Chamber are typically for members only, but I felt that was a little antithetical to the library's mission, so I've chosen to open it to the public.

7. OUTREACH

MCL was at one of the final Farmers' Market with a booth and storytime. Jane, Head of Youth Services and Michelle, Youth Services Assistant have finally set-up a somewhat regimented school and daycare outreach schedule each week. The YMCA continues to ask us to be involved with their Family Fun Nights. They've also asked us to be present at their before and after school sites to offer STEM-enrichment programming.

8. MEETINGS

On October 5th, I attended the Village of Mukwonago operational budget workshop requesting the additional funding of 2% for the 2018 budget. The afternoon of October 17th through October 20th I will be at the Wisconsin Library Association. Head of Technical Services, Mary Jo, attended the most recent CafeCATS (Catalogers) meeting on October 10th.

9. UPCOMING EVENTS!!! (Before the next MCL Board Meeting)

Adults

Tuesday, October 17th at 6:00 p.m.: *Author Talk with Janice Biniok and her book Animal Planet: Complete Guide to Dog Training*

Wednesday, October 18th at 10:30 a.m.: *Understanding Medicare: Maximizing Your Benefits*

Wednesday, October 18th at 6:00 p.m.: *The Opioid Crisis: A Community Conversation in collaboration with the Mukwonago Optimists Club and Mukwonago Police Department*

Saturday, October 21st – All Day: *Milwaukee North Western Model Railroad Club Exhibit*

Tuesday, October 24th at 6:00 p.m.: *Understanding PTSD with Nicole Bolton, social worker with Aurora Medical Center*

Wednesday, October 25th at 6:00 p.m.: *The State of Craft Beer (participants are invited to head to David Alan Alan's Smokehouse & Saloon after the event)*

Monday, November 13th at 6:00 p.m.: *A Pabst Mansion View with Dave Fehlauer, a docent with Pabst Mansion*

Tuesday, November 14th at 2:00 p.m.: *Ready, Steady, Balance: Preventing Falls Workshop with social workers from Aurora Medical Center*

There are then the recurring adult programs such as the book clubs, bingo, board games, and meditation and mindfulness.

Children

Monday, October 16th at 6:30 p.m.: *Eagle & Friends as presented by Schlitz Audubon Nature Center*

Saturday, October 21st – All Day: *Milwaukee North Western Model Railroad Club Exhibit*

Saturday, October 28th at 11:00 a.m.: *Switch Witch as presented by Bug in the Rug Theater*

Saturday, November 4th at 10:00 a.m.: *The Science Alliance: Close Encounters of the Chemical Kind*

Monday, November 6th at 6:00 p.m.: *Kohl's Wild Theater: Misunderstood: Musicals for the Underappreciated*

There are then the recurring preschools and lapsit storytimes, read to a therapy dog times, the Shake, Rattle & Roll Tuesday event and the Friday morning storytime as was indicated earlier. Fire Chief Jeff Stien will be leading us in preschool storytime on Wednesday, October 18th as awareness for fire prevention week (which was October 8th – 14th). Also, in November, we will have every Wednesday a 'local celebrity storytime' at 10:00 a.m. We've invited Village President Fred Winchowky, Chamber of Commerce Director April Reszka, and Executive Director of the YMCA Laura Schlitt, Village of Mukwonago Police Chief Kevin Schmidt, and Home Depot Service Desk Associate, Donna Bykowski to read for us during a specific week.

Teens

Monday, October 16th and October 30th at 4:30 p.m.: *Teen Library Council*

Tuesdays, October 17th and 31st: *Teen Tech Tutoring for Seniors*

Thursday, October 19th: *Make & Eat Monster Treats*

Friday, October 27th from 6:00 – 11:00 p.m.: *Teen Lock-In*

Thursday, November 9th: *Galaxy Gak*

MetaSpace 511

Wednesday, October 18th from 4:00 – 8:00 p.m.: *Arduino Halloween Project Sensors*

Every Thursday at 4:30 p.m.: *Teen Coding Club*

Thursday, October 26th at 6:00 p.m.: *DIY Class: Paper Treat Boxes*

Monday, October 30th and November 6th at 2:00 p.m.: *Training on the new OverDrive App: Libby*

Wednesday, November 1st from 4:00 – 8:00 p.m.: *Circuit Cards for Veterans Day*

There are also various computer classes, open tech times, and virtual reality opportunities. Please note that these are being held in the Community Room until the actual MetaSpace 511 opening date.

| Circulation | | | | | Programming | | | |
|------------------------------------|----------------|----------------|-------------------|----------------|-------------------------------|------------|------------|-----------|
| Bridges Library System | This Year | Last Year | Increase/Decrease | Year To Date | Type | Adults | Kids | Teens |
| Village of Mukwonago | 8,699 | 8,242 | 5.5% | 82,010 | Friday Movies (5) | 151 | | |
| Town of Mukwonago | 6,362 | 6,361 | 0.0% | 62,633 | Book Clubs (2) | 20 | | |
| Eagle | 1,104 | 862 | 28.1% | 10,951 | Bluegrass Jam (1) | 110 | | |
| Genesee | 457 | 554 | -17.5% | 4,948 | Computer Classes (4) | 15 | | |
| North Prairie | 620 | 553 | 12.1% | 6,138 | Other Adult Programs (9) | 116 | | |
| Vernon | 2,705 | 2,881 | -6.1% | 26,397 | Outreach/Kids (26) | 54 | 600 | |
| All other Waukesha County | 1,026 | 937 | 9.5% | 12,522 | Shake, Rattle & Roll (2) | 40 | 55 | |
| Jefferson County | 227 | 260 | -12.7% | 1,704 | Lapsit (3) | 31 | 29 | |
| <i>Subtotal Bridges System</i> | 21,200 | 20,650 | 2.7% | 207,303 | Preschool Storytime (3) | 25 | 47 | |
| Other Wisconsin Counties | | | | | Other Kids Programs (11) | 86 | 138 | |
| Milwaukee County | 89 | 54 | 64.8% | 600 | General Programs (6) | 88 | 26 | |
| Racine County | 377 | 445 | -15.3% | 4,280 | Teen Tech Tutoring/Coding (7) | 7 | | 3 |
| Walworth County | 3,492 | 3,019 | 15.7% | 33,553 | TLC (Teen Library Council) | | | 18 |
| All other Wisconsin Counties | 4 | 24 | -83.3% | 140 | Other teen programs(3) | | | 22 |
| <i>Subtotal Wisconsin Counties</i> | 3,962 | 3,542 | 11.9% | 38,573 | Library Card Sign Up | 48 | 53 | |
| Total All Counties | 25,162 | 24,192 | 4.0% | 245,876 | | | | |
| YTD ALL COUNTIES | 245,876 | 242,763 | 1.3% | | Total | 791 | 948 | 43 |

| Facility Use & Volunteers | | | | Subscription Databases & Other Highlights | | | |
|---------------------------|-----------|-----------|-------------------|---|-----------|-----------|-------------------|
| | This Year | Last Year | Increase/Decrease | | This Year | Last Year | Increase/Decrease |
| Meeting Room Library Use | 55 | 37 | 48.6% | Job Now | 645 | 280 | 130.4% |
| Meeting Room Public Use | 26 | 43 | -39.5% | Overdrive Circulation | 1617 | 1266 | 27.7% |
| Study Room Use | 81 | 111 | -27.0% | Gale Courses Verified (System Wide) | 145 | 147 | -1.4% |
| Computer Usage | 985 | 1,095 | -10.0% | Interlibrary Loans Borrower | 22 | 15 | 46.7% |
| Patron Visits | 10,476 | 10,259 | 2.1% | Interlibrary Loans Lender | 64 | 72 | -11.1% |
| Active Volunteers | 14 | 18 | -22.2% | New Items Added | 507 | 427 | 18.7% |
| Volunteer Hours | 77 | n/a | n/a | New Cards Added | 101 | 96 | 5.2% |