

LIBRARY DIRECTOR REPORT

Submitted by: Angela Zimmermann, Library Director

1. BUDGET

As was already mentioned, final year-end adjustments for 2017 shall be presented hopefully in February. A check was received from Focus on Energy incentives in regards to the LED conversion. The amount of this check received was \$11,886.20 and has been sent back to WCCF to be put back into the capital endowment Gollmar fund.

A quick note in regards to the 2018 budget. We've begun utilizing the \$35,255 received through the Potawatomi Grant from the Friends of MCL and this will all funnel through the Donations account (5806) again as we did in 2017 with MetaSpace 511 and other capital project expenses.

2. BUILDING AND GROUNDS

RFP's will be going out soon for quotes on security in the areas of intrusion, video surveillance, and access control. Quotes are also being requested from Roman Electric in regards to motion sensors around MetaSpace 511. Roman Electric did come to up the wattage outside surrounding the staff entrance and where the dumpsters are. Repairs also had to be made on both handicapped accessible doors at the end of the year. I am working on a capital costs planning schedule in relation to building concerns that I will first bring to the Building and Grounds Committee meeting. I also am in conversation with the Village Building Inspector to see what our options are in regards to the expansion / reconfiguration of MetaSpace 511 (as requested by the Board during the December meeting).

3. CIRCULATION AND PROGRAMMING

Circulation was 20,875 in December, up 3.5 % from 20,175 in 2016. We ended 2017 being 2.1% up as compared to 2016. I did not take the time to pull apart the final numbers for 2017 in regards to program attendance, library visits, etc. as in comparison to 2016, but all of this will be reflected throughout the State Annual Report, of which I shall soon start diligently working on. 48 new library cards were added in December, which is a 33.3% increase from last year.

The month of December saw 18 adult programs, 18 children's programs, and 5 teen programs. Of particular interest was the attention that Slime Fest and the Family Holiday Sing-Along brought to the library. Slime Fest itself saw over 400 people walk through our doors for the event.

MetaSpace 511 held 9 programs throughout the month with over 65 people embarking into the room to attend the 3D printed cookie cutters workshop. 14 people reserved the room to use MetaSpace 511 individually, which is remarkable considering this has to be done around all open-tech times and library programming.

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

4. CONTINUED SYSTEM INVOLVEMENT / AUTOMATION

E-commerce is up and running, so if patrons check their account online they will be able to pay their fines and fees accordingly. For someone that is making a web payment: they must owe more than \$5 (minimum payment being \$5) and there is a convenience fee of \$.50. The other system involvement that should be mentioned again is the Libraries Transform initiative, which I have as a discussion / action item on the agenda.

5. FRIENDS OF MCL

The Friends of MCL meet this coming Wednesday, the 17th. They've asked me to report on where the funds from the Potawatomi Grant will be specifically going towards. Other items on their agenda include a report on Midnight Magic and elections / nominations for officers.

6. MEETINGS

The Mukwonago Rotary Club held their January 4th meeting here at the library and I was their presenter for the morning. They had Espresso Love cater and I did my presentation in MetaSpace 511 to showcase for them how their 2017 Rotary Grant funds are being utilized (two of the 3D printers and the Chromebooks for coding).

The Mukwonago Rotary Club is hosting their annual State of the Village Address here at the library on Thursday, January 25th. This is excellent exposure for the library!

Jane DeAngelis (Head of Youth Services) attended on December 8th a Bridges Youth Services Meetup to discuss the 1,000 Books before Kindergarten initiative. Jane is also attending on Tuesday, January 23rd a SEWI (Southeastern WI public library systems) program entitled "Libraries Rock! How to be a Rock Star in Your Community".

7. METASPACE 511

I don't think anyone envisioned this kind of response so quickly to MetaSpace 511 only two months after opening. It's remarkable! Lots to share in this section, but I'd rather share in person! There is a new, highlighted brochure specifically for MetaSpace 511 upcoming events as well. The first one ever created!

8. OPERATIONS

We're currently in the process of shifting our nonfiction which has been a very long and arduous process, but I'm pushing to see this completed within the first six months of the year. We are also on the search for a new shelving unit to highlight all of our 'out-of-the-box' items that we circulate (GoPro cameras, Roku, Wi-Fi hotspots, ukuleles, etc.) The place where these currently all sit does not highlight the collection well.

9. STRATEGIC PLANNING REPORT

I've chatted with Sarah Keister a couple of times already since the Board motioned at the December meeting to go forward with that recommendation. She is currently working on gathering statistics and fabricating a comprehensive survey to present to the Board. I've asked her about the timeline and she stated that her implementation goals are reflected accurately in what was originally proposed in her memorandum of understanding.

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

Please keep in mind that MetaSpace 511 is now a separate category so the Board may gauge how the room is being used, so if a section looks sparse, be sure to check what's going on in MetaSpace 511.

Adults

Every Friday at 2:00 p.m.: *Friday Flicks*

Thursday, January 18th at 6:00 p.m.: *Anaguma Eisa – Japanese Taiko Drumming*

Monday, January 22nd at 6:00 p.m.: *Silk-Scarf Painting Class*

Tuesday, January 23rd at 4:30 p.m.: *Hero in the Skies: Life as a Nuclear Bomber*

Thursday, January 25th at 6:30 p.m.: *Meditation and Mindfulness: A Series for Beginners*

Saturday, January 27th at 10:00 a.m.: *Tai Chi for Beginners*

Wednesday, January 31st at 6:00 p.m.: *Better Brain Health*

Monday, February 5th at 6:00 p.m.: *Wisconsin's Gangster Past: Turning the Dairy Land into Crime Land*

Tuesday, February 6th at 6:00 p.m.: *The Science of Chocolate*

Thursday, February 8th at 10:00 a.m.: *Real to Reel Documentary Series: "Art and Craft"*

Tuesday, February 13th at 6:00 p.m.: *Bluegrass Jam*

Children

Every Tuesday at 9:30 a.m.: *Shake, Rattle & Roll*

Every Wednesday at 10:00 a.m.: *Preschool Storytime*

Every Thursday at 10:00 a.m.: *Lapsit Storytime*

Every Friday at 10:00 a.m.: *Sensory Storytime (i.e. Budding Builders, Crazy for Crafts, Play with Words, etc.)*

Various days throughout the week with our four therapy dogs for *Paws to Read*

Every Monday through May at 10:30 a.m.: *Monday Morning Yoga Storytime*

Saturday, January 20th at 11:00 a.m.: *Winter Wonderland Storytime*

Thursday, January 25th at 6:00 p.m.: *Meet Tom Watson, Author Stick Dog and Stick Cat books*

Monday, January 29th at 6:00 p.m.: *Animal House Pets & Supplies of Mukwonago*

Saturday, February 3rd at 11:00 a.m.: *Kohl's Wild Theater: The Monarch, a Space Adventure*

Monday, February 12th at 6:00 p.m.: *Family Film Night: The Emoji Movie*

Teens

Every Monday through February 5th at 4:30 p.m.: *Teen Library Council*

Thursday, January 25th at 3:30 p.m.: *Teen Territory: Creamsicle Floats*

Saturday, February 10th from 10:00 a.m. to 1:00 p.m.: *TLC's Cultural Showcase (Libraries Transform event!!!)*

MetaSpace 511

Every other Monday at 4:30 p.m.: *Experience Virtual Reality*

Alternating Mondays from Virtual Reality at 4:30 p.m.: *Coding Club with various themes*

Saturday, January 20th from 10:00 a.m. to 1:00 p.m.: *Drop-In Open Tech Time*

Monday, January 22nd at 6:30 p.m.: *Using 3D Printing in Everyday Life*

Wednesday, January 24th at 4:00 p.m.: *Drop-In Open Tech Time*

Tuesday, January 30th at 6:30 p.m.: *Mastering Google Maps*
Wednesday, January 31st at 4:00 p.m.: *Making a Pennies Battery*
Tuesday, February 6th at 2:00 p.m.: *Teen Tech Tutoring*
Tuesday, February 6th at 6:00 p.m.: *3D Printing Valentine's Day Gifts*
Wednesday, February 7th at 6:00 p.m.: *Drone Day Fly-In @ MCL*
Tuesday, February 13th at 6:30 p.m.: *Beyond PowerPoint: Digital Presentations*