

LIBRARY DIRECTOR REPORT

Submitted by Angela Zimmermann, Library Director

1. BUDGET

The 2018 budget is currently sitting at 41.6% at the time of this report. Again, the donations (5806) is inflated due to the fact that I've already requested reimbursement from WCCF for the funding of the building security. Also in that account is the received funding from the Friends and the Potawatomi Grant for the furniture of the Young Adult area. Once those invoices are received and paid, that number will reflect more accurately. You'll also notice that the following accounts (AV Materials, Supplies, and Training & Travel) reflect the line item transfer from the Health account which the Board approved in May.

2. BUILDING AND GROUNDS

We had a special meeting with Johnson Controls on Thursday, May 24th between the salesperson of the project, the installation manager, Mark Penzkover (Building & Grounds Chairperson), Craig Grisham (Technology Supervisor), and myself. Our disappointments and concerns for the project were relayed and a punch list was derived from this meeting. Johnson Controls did return on Thursday, June 14th to tackle the remaining items and issues. Training also took place and it looks like the job is near completed. I've requested a final walk through with representatives from Johnson Controls.

Roman Electric also came and completed their part of the building security project and there are now four motion sensor lights outside of MetaSpace 511. Roman Electric also installed more outlets in the Young Adult area as part of the Young Adult renovation. The furniture for the YA area should be arriving by the end of June / early July.

The mulch and flowers adorning our landscape were provided by the McAdams family. The flags were also supplied by Mike Koppitsch and we had many, many volunteers assist with the unloading of the mulch to make the library look as spectacular as it does. Special thanks have been conveyed to all involved.

3. CIRCULATION AND PROGRAMMING

Circulation was 24,507 in May, down -4.5% from 25,668 in May of 2017. There was however a 26.8% jump in new library cards as compared to last year. Not mentioned too often, but we also have noticed a considerable jump in use of our study rooms. Library programming was also strong throughout the month of May, as I promised it *wouldn't* be. ☺

Programming for May: we held 22 dedicated Adult Services of which well-received were the Chair Yoga for Seniors, the computer classes, the Lincoln presentation "A New Birth of Freedom", the Ukuladies, and Genealogy 101 (led by our very own Technical Services Librarian, Mary Jo). There were 33 children's programs of which well-received were the special storytimes and our Fantastic Friday various themes. MetaSpace 511 held 13 dedicated programs between Teen Tech Tutoring, the STEAM-tastic events, and the computer classes.

Overall, the assessment is that there could be *less* programming in May of next year. The quality of programs was excellent, but the patrons are so busy with the end of the school year and the weather getting nicer that we perhaps didn't always receive the numbers we would have expected to see.

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

4. CONTINUED SYSTEM INVOLVEMENT / AUTOMATION

The monthly director's meeting (APL) was held on Friday, June 15th. Discussion items were PLSR (Public Library System Redesign), a preliminary discussion of the 2019 Bridges budget, and a discussion of the Bridges 2019 strategic plan. At the meeting were also two representatives of the PLSR Steering Committee to answer questions about the most recent models and frameworks proposed for library systems in the state. Right now it is down to two proposed models: Model W and Model Y. Model W proposes keeping the current system structure (with a possible incentive for small library systems to merge) and introduces the concept of the need for new standards of service for library systems and more library system accountability and changes the distribution formula for state aid to library systems to include an equity component. Model Y proposes consolidating the 16 library systems to between 6-8 large regional library systems and introduces a statewide governing board and statewide service management team to provide and monitor services.

Every August, the Nicolet Federated Library System provides a WI Trustee Training Week. This year it will be held August 13th – 17th. One *webcast* will be offered each day during lunch hour on a variety of topics. The webcasts will also be archived. Please refer to the following website for more information and registration: <http://www.wistrusteetraining.com/>. Topics include: Orientation for New Library Board Trustees, Effective Boards have Effective Meetings, From Advocate to Activist, WI Public Library Standards, 6th Edition for Trustees, and Crafting Your Library's Story with Data.

Each Bridges member library receives three sponsored performers from the system throughout the summer library program. Mukwonago is hosting Kaytales, Mad Science, and Family Folk Music with Fox & Branch. Bridges Library System also does all of the spectacular work for each member library to receive the excellent coupons and incentives that we use as weekly giveaways when kids turn in their weekly reading sheets. We currently have displays in the children's and adults area thanking Bridges sponsors and the many local area donors.

The state has released its updated state library standards document. If interested, you are able to see it here: <https://dpi.wi.gov/pld/boards-directors/library-standards>. These standards are a self-evaluation tool and are not obligatory. The purpose of this voluntary program is for Wisconsin public libraries and librarians to encourage the ongoing development of quality library service in the state by providing public libraries with a tool to identify strengths, recognize areas for improvement, and assist libraries in gaining community support.

5. FRIENDS OF MCL

The Friends of MCL last met on Wednesday, June 13th. They discussed their upcoming rummage sale which will be held the third weekend of July. Patrons will be able to start dropping items off at the library the Friday before. I've allowed the Friends use of the Community Room Thursday through Saturday of that weekend for preparation.

The Friends will continue to help fund what will be our 2nd Annual Backyard Bash this year on August 4th to celebrate the end of the Summer Library Program. This event is facilitated by the Teen Library Council (with assistance from MCL) and we are expecting quite a larger crowd this

year. The Friends will fund the food and we've received donations to fund a bouncy house and a rock wall. There will also be a petting zoo, live music, face painting, backyard games, etc. The Friends also decided to fund half of the book bike fees, so I will work with the staff to design and customize the bike that we'd like and work on getting that ordered.

6. MEETINGS / OUTREACH

Technology Supervisor, Craig and I were invited to the IT Academy at the end of the school year to hear our Technology Interns (Rory and Tyler) present their capstone projects written around their internship, so MetaSpace 511! It was so remarkable to hear their excitement for the room and the opportunity they've been given. Other students asked questions about the room as well. It was fantastic. MetaSpace 511 has been so far-reaching that we've had school visits and requests from various locations outside of the Bridges Library System. MetaSpace 511 played host in May to St. Mary's Parish from Hales Corners for two classes to learn more about 3D printing.

We continue to be present at the Farmers' Market. This really is an EXCELLENT way to meet the patrons where they are at. We were invited to be present during Busy Kids day on June 6th. Not only did we allow for patrons to check out items but children and adults could register for the Summer Library Program. 60 kids registered for the program at the Farmers' Market!

I attended during the afternoon of June 18th, a training in Big Bend Village given by the Alzheimer's Association for memory care facilitators. This offered training on 'What It's Like: a world through the eyes of a person with Alzheimer's disease' and a memory café guide, promotion, sign-in sheets (what is recorded and for what purpose), program ideas, ice breakers/closing ideas, and more. My hope is that MCL can eventually begin a Memory Café with possible Eagle and Big Bend libraries.

7. METASPACE 511

I cannot begin to tell you how proud MCL should be of MetaSpace 511. We continue to receive tons of positive feedback about the room, questions on how to reserve the room (although not particularly possible right now during the summer months), and what they can do to help. It was one my original goals particularly in starting this room that it would prompt the community and its members to want to start sharing what *they* know. This is beginning to happen as I have more and more patrons asking if they can hold a class to share their knowledge about something we do in MetaSpace 511.

8. OPERATIONS / COLLECTION DEVELOPMENT

We are now on our Saturday summer hours (closing at 2:00 p.m.) through Labor Day weekend. We held an amnesty week from May 29th through June 2nd and waived \$126.90. The collected food was divided and delivered to both food pantries in Mukwonago.

I will be pushing more the concept of 'cross-training' in the coming months and striving for more flexibility at the Information Desk so as to allow the librarians more time to spend out in the community. This concept is definitely not something that will happen overnight, but with some upcoming changes in personnel I would like to focus more on using the resources available in-house before immediately rehiring for that position.

Technical Services has recently completed the project of separating the TV Series from the DVDs and BluRays, so patrons will now be able to search for a TV Series in the designated TV Series area. Technical Services will also soon be working on shifting the Large Print section so as to bring all of the 'New Release' items forward. Also expected soon to come into circulation will be the backpacks (geocaching, stargazing, rocks and minerals, and wildflowers). This project was quite laborious as each item included in each backpacking kit had to be cataloged individually. We've also had to replace 5 of our hotspots (free of charge) as the ones they are replacing had the potential to spontaneously combust, as the battery would swell if it became too hot. These have been pulled from circulation and will be replaced with a different model.

9. SUMMER LIBRARY PROGRAM

Summer Library Program began with registration for all ages the week of June 4th. The actual program began on June 11th. The Youth Services reading challenge is for ages 0 – 17. Currently there are 1114 signed up for the Youth Services reading challenge. There is also a Bedtime Math challenge for ages 6 – 12 and there are 555 signed-up for the challenge. The Adult Reading Program has currently 390 registrants, which is a new record for MCL.

We received quite a bit of generous help from local sponsors to make our Summer Library Program possible. We'll be highlighting their help through our website, e-newsletter, and social media as we make our way through the summer. The donations received helped with the purchase of the grand prizes, SLP prizes, and programs.

With the Summer Library Program, we also receive plenty of help from the community in manning the SLP table. We currently have 30 volunteers assisting us with this through the end of the program on August 4th.

MCL will be working on creating a video of photos and testimonials of the entire Summer Library Program to release in early August.

10. UPCOMING EVENTS!!!

Between when the Summer Library Program started (June 4th) and until it ends (August 4th), there are nearly 200 programs for everyone to enjoy at MCL. It's impossible to outline all of them. Please refer to our calendar on our website. It's truly quite impressive as there is something for everyone and even though it may seem a bit much, everything has been so well-received and patrons continuously comment they can't appreciate enough the choices, variety and amount of things going on.