

LIBRARY DIRECTOR REPORT

Submitted by Angela Zimmermann, Library Director

BUDGET

We are still on track for spending of the 2018 budget. There is a bit more of the color red in specific line items but that is due to the unforeseen costs with the GovHR USA compensation study, the maintenance costs for EnvisionWare, and the building security maintenance costs. There will be saving in salaries and a few other line items so everything will even out by the end of the year. If a budget amendment is desired by the Board, I am happy to accommodate.

BUILDING AND GROUNDS

The landscaper/gardener is completed with us for the year as of Thursday, October 18th. He assisted in prepping the grounds for winter. Many, many compliments were received about the library property this past summer/fall.

CIRCULATION AND PROGRAMMING

Circulation was 24,216 in September, down 3.8% from 25,162 in September of 2017. Overall for the year, we are up 3.0% from 2017. The overall month of September was quite slow for MCL with the beginning of the school year. As reported earlier, we slowed down on programming as well to assess better what patrons may like to see, particularly from MetaSpace 511. However, during the month of September, we did see a 4.0% increase in library cards and a 3.4% increase in patron visits.

During the month of September, we held 24 adult programs of which the following were successful: Chair Yoga for Seniors continues to gain a steady interest, a presentation of Milwaukee during World War I as given by the Milwaukee County Historical Society, Arabic language lessons, and our Bluegrass Jams have started up again. There were 31 children's programs during the month of September, including the preschool and lapsit storytimes which have started up again as well. Of particular interest are the storytimes with a corresponding craft, Frankentoys which was facilitated by a visiting children's librarian, and the ever so popular Shake, Rattle, and Roll program.

The Teen Library Council has been meeting EVERY Wednesday evening since the school year began and has grown to 21 members strong. They are currently very diligently working on the preparation and execution of the escape rooms at the end of October. Three different escape rooms covering Halloween, Harry Potter, and MetaSpace 511. After the escape rooms, they will begin the plans for the 2nd Annual Cultural Showcase in February of 2019.

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

CONTINUED SYSTEM INVOLVEMENT / AUTOMATION

We are exclusively using LEAP (the responsive web client that brings the power and functionality of the ILS -integrated library system – Polaris- public services workflows to library

staff through a browser) for circulation with mainly checking-in and checking-out. I commend the staff for their efficiency and dedication in learning the system and for jumping right in to learn and use it. Throughout the entire month of September and on a daily basis, I see the staff working with and assisting each other if anyone happens to be unsure of something.

The Library Director's APL (Alliance of Public Librarians) October meeting was cancelled due to a lack of quorum.

I reported in September that Bridges would be coming out to conduct internal network visits as they look to make changes to how their network is set-up and to make the network more secure. This will be occurring on Wednesday, October 17th and we've supplied them with everything that is behind our router (i.e. everything that's plugged into it and what is staff and what is public).

Bridges also arranged for each library to have an accessibility scan conducted by IndependenceFirst of Milwaukee to assist us in being truly functionally accessible to older adults and people with disabilities. This took place the morning of October 15th.

FRIENDS OF MCL

The Friends of MCL will be present at the Winter Farmers' Market at MCL to help promote Midnight Magic. Midnight Magic is their next big fundraising event. I reported last month that they've supplied the library with an extra \$1,000 to assist with programming expenses through the end of the year. We appreciate their thoughtfulness with this.

MEETINGS/OUTREACH

Adult Services Librarian, Chris Stape, has successfully arranged monthly visits with Linden Grove. Every month he will be taking over roughly 70-90 items and will arrange a table with library information and books that residents may check out there. I assume and hope that as the idea gains traction and the residents come to expect MCL there each month that this will become quite successful.

Circulation Supervisor, Tammy Penkalski, is attending on October 15th and 16th a conference in Madison called 'Back in Circulation'. Some of the presentations she'll be attending center on structured empathy on the front lines, changing spaces and places and how libraries can improve user experience, diversity in hiring, and customer service-related sessions.

Youth Services Librarian, Jane DeAngelis, and Youth Services Assistant, Michelle Michalik continue their monthly efforts in visiting all of the local schools, churches, and daycare centers for storytime. Jane was also present most recently at Prairie View's Literacy Night. Michelle also assisted with our presence, along with Kelsey Podany (Circulation Clerk) at the Mukwonago Fall Fest on September 23rd where we had crafts, games, and information on the library.

MetaSpace 511 was at the Milwaukee Maker Faire September 28th through the 30th. A round of applause to those staff that showed interest and manned the booth: Craig Grisham (Technology

Supervisor), Terry Buchmann (Circulation Clerk and DIY specialist at MCL), Nick Elhart (Materials Processing Assistant), and Kelsey Podany (Circulation Clerk). If you haven't yet heard the excitement from me or from elsewhere, what an amazing experience it was for us to be there. We were the only public library and fielded SO MANY questions about how we made this possible at a public library. We also were truly the hub and bottleneck of the place as we were the ONLY one with an augmented creativity sandbox. Since that weekend, we've had libraries, schools, and companies call us about MetaSpace 511. We've also had patrons call and comment 'We saw you at the Milwaukee Maker Faire and want to know what we have to do to use the room!' We've also had homeschooling families come from afar and teachers calling us. All of them commenting....because we saw you at the Milwaukee Maker Faire. How unbelievably rewarding this was for MCL.

I presented before the Rotary Club on October 4th on the latest developments of the library and also accepted a check on behalf of the library from Carrol Gowen. Carrol Gowen was the winner of the Rotary Club playhouse this year and chose to donate the proceeds to the children's department of the library because of her 'nothing but amazing' experiences she's had at MCL since moving here from Texas.

Tuesday, October 23rd through the morning of Friday, October 26th, I will be at the Wisconsin Library Association Conference in La Crosse. And November 8th – 9th, I will be attending a conference in Minneapolis through the Library Information Technology Association, a division of the American Library Association. I'm also currently enrolled in a course through UW-Madison on "Why Leadership Matters: A Guided Evaluation of Leadership Principles and Ideas for Library Directors, Library Staff and Library Users". I've also just recently been asked to be the keynote guest speaker on leadership for the first year of Mukwonago's High School Leadership Forum on November 7th.

I've recently also joined the Midnight Magic Committee as the library will be playing more of a role this year in the event. The theme is Christmases of Past, Present, and Future and we will house three trees inside the library representing the past, present, and future. We are also working with the Chamber to host the tree lighting on the Wednesday (November 28th) before Midnight Magic with correlating programs.

METASPACE 511

Successful programs have started up again in MetaSpace 511. Of particular interest is the monthly themed Lunch N' Learn series that we have started for homeschooling families. The first event was held on October 10th and we welcomed over 30 people to learn about 3D printing.

Our two IT Academy students have also jumped right in. Abby Myers is currently leading our Girls Who Code Club, assisting with our coding club for all ages, and leads the computer classes for adults every Tuesday night. Matthew Ryczek assists with our STEAM-tastic program every Wednesday, assists in planning for our coding clubs, and was also key in building the software to run our augmented creativity sandbox.

The most exciting thing of MetaSpace 511 (outside of the Milwaukee Maker Faire) is that the one-year anniversary is quickly approaching for the space (November 7th). In celebration of the anniversary, we will be hosting our own mini Maker Faire. We will welcome more than 25 vendors to showcase their talents, skills, and expertise. This celebration will take place on November 10th, which is the same day as the first Farmers' Market.

OPERATIONS / PERSONNEL

The book bike has officially been added as an additional employee to the roster. Unfortunately with the colder weather, its debut will most likely have to wait until spring of 2019 where we will then have a specific schedule of when and where patrons may find the book bike around the Village.

Otherwise, operationally, little changes are being made here and there to ensure that we are gaining the most efficiency from staff schedules and desk shifts to enhance library services and programs. I applaud staff in their effort to continue cross-training and learning various functions of both the reference and circulation desks. In November, the department heads and I will sit down together and brainstorm an implementation plan to continue effective cross-training across departments.

UPCOMING PROGRAMS (Before the next MCL Board Meeting)

*Please note this list is only an overview and does not cover everything.

Adult Programs

Every Tuesday at 2:00 p.m.: *Seniors Day with various themes or presenters*

Saturday, October 20th at 10:00 a.m.: *Identity Theft – Don't Be a Victim* (in collaboration with Seniors on the Go)

Monday, October 22nd at 6:00 p.m.: *Bluegrass Jam*

Wednesday, October 24th at 6:30 p.m.: *Intro to Real Estate Investing with Bob Kokott*

Thursday, October 25th at 9:30 a.m.: *Chair Yoga for Seniors*

Thursday, October 25th at 6:00 p.m.: *Meditation & Mindfulness: A Series for Everyone*

Monday, October 29th at 6:00 p.m.: *An Evening with Governor Martin J. Schreiber and his book "My Two Elaines"*

Wednesday, October 31st at 6:00 p.m.: *Arabic Language Lessons*

Tuesday, November 6th at 9:30 a.m.: *Memory Screenings with ADRC*

Thursday, November 8th at 10:30 a.m.: *Real to Reel Documentary Series "Won't You Be My Neighbor" (2018)*

Saturday, November 10th at 10:00 a.m.: *Mukwonago Winter Farmers' Market*

Monday, November 12th at 6:00 p.m.: *The Essential Edgar Allan Poe with William Pack*

Tuesday, November 13th at 6:00 p.m.: *Human Trafficking in Wisconsin with WI Humanities Council*

Children's Programs

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.: *Fantastic Fridays (i.e. Budding Builders, Crazy for Crafts, Play with Words, Sensory Storytime, etc.)*

Various Tuesdays and Wednesdays: *Paws to Read Therapy Dogs*

Thursday, October 25th at 1:30 p.m.: *Miss Jane presents...The Three Little Pugs by Nina Victor Crittenden*

Thursday, November 1st at 1:30 p.m.: *Miss Jane presents...Little Skeletons: Countdown to Midnight by Susie Jaramillo*

Thursday, November 1st at 6:30 p.m.: *Family Bingo Game*

Monday, November 5th at 6:00 p.m. *Bug in a Rug Children's Theater: The Koala Who Could*

Thursday, November 8th at 6:00 p.m.: *Wisconsin Bats: Superheroes of the Night*

Teen Programs

Wednesdays, October 31st and November 14th at 5:30 p.m.: *Teen Library Council*

Friday, October 26th – Sunday, October 28th: *Facilitation and Implementation of the MCL Escape Rooms for all public to enjoy*

*Please see MetaSpace 511 for more teen programs.

MetaSpace 511

Every Tuesday at 6:30 p.m.: *Computer Classes (Varying themes)*

Every Wednesday at 4:00 p.m.: *Girls Who Code*

Every Wednesday at 4:00 p.m.: *STEAM-tastic Wednesdays (Varying themes)*

Saturday, October 20th at 9:00 a.m. and Saturday, November 17th at 9:00 a.m.: *Tech Savvy Tutors*

Monday, October 22nd and Monday, November 12th at 10:30 a.m.: *Messy Mondays – Toddler Art*

Monday, October 22nd at 4:30 p.m.: *Experience Virtual Reality*

Tuesday, October 23rd & Tuesday, October 30th at 6:00 p.m.: *Gnomes! Adult DIY Class*

Wednesday, October 24th at 1:00 p.m.: *MetaSpace 511 for Homeschooling Families (3D Printing)*

Wednesday, October 24th at 6:30 p.m.: *Painting Class: The Mysterious Halloween Night Sky*

Thursday, October 25th at 2:00 & 3:30 p.m.: *DIY No Bake Snacks & Treats for Kids & Teens*

Thursday, October 25th at 6:00 p.m.: *Zentangle Untangled*

Monday, October 29th and November 5th at 4:30 p.m.: *Mission Possible - Coding for Everyone*

Thursday, November 1st at 6:00 p.m.: *What's in MetaSpace 511? How to Use the Cricut Machine*

Thursday, November 8th at 6:00 p.m.: *Sewing Made Simple: How to Sew a Table Runner*

Saturday, November 10th at 10:00 a.m. – 2:00 p.m.: MCL Mini Maker Faire