

LIBRARY DIRECTOR REPORT

*Submitted by Angela Zimmermann, Library Director
September 2019*

BUDGET

To mention again, we are on track for spending of the 2019 budget however we do show a few lines in the red, which was expected. The areas we are in red are indeed the areas I had to decrease or keep flat for the 2019 budget because there was nowhere else to pull the money from when preparing the budget last year. On a plus note, I know we will be ok as there will be and can be even more significant savings in Salaries.

BUILDING AND GROUNDS

The next step of the Engberg Anderson project is the Design Charette which will take place on *Thursday, September 19th*. Engberg Anderson will meet with staff only during the morning portion of the day. In the afternoon and early evening, there will be a Public Presentation and Analysis of Options. ***Available members of the Board of Trustees are then requested to be present during the “Wrap-Up Discussion with Library Leadership” at 5:30 p.m. I’m including an agenda for September 19th as a separate attachment titled “Engberg Anderson Workshop Agenda _ September 19th”.***

CIRCULATION AND PROGRAMMING

Circulation was 27,918 in August, down 8.2% from August of 2018. With that, we are currently down 3.7% for the year as compared to 2018. Oddly enough, we do continue to see an increase in new library cards.

Overall, program attendance slowed down significantly during the month of August (take a close look at the patron visits and the decrease in library visits). Some of the notable children programs were the Backyard Bash, the Zoozort Mini Zoo (over 600 children and adults came through the library for this program), the LEGO Construction Challenges, and the Dog Days of Summer that we held in collaboration with Golden Retriever Rescue Organization of WI. Notable adult programs were The Flavor of WI with Author Terese Allen, the Apollo 11 program, and the Easy Days Barbershop Quartet. The Purple Springs Memory Café is also seeing attendance grow, which we are absolutely thrilled about! The Teen Library Council also held an escape room in MetaSpace 511 this past month which was well-received by the community.

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

CONTINUED SYSTEM INVOLVEMENT/AUTOMATION

The next APL (Alliance of Public Librarians) director’s meeting will be held on Friday, September 13th (August’s meeting was cancelled due to lack of agenda items) and the only discussion item on the agenda is the Bridges 2020 budget.

And as a reminder again, the annual Bridges Library System Trustees Dinner this year will be held on **Wednesday, September 25th from 5:00 - 8:30 p.m.** at the Ingleside Hotel. RSVPs are now being taken through Friday, September 20th if you're interested.

FRIENDS OF THE LIBRARY

The next Friends of the Library meeting will be in October.

MEETINGS/OUTREACH

The Milwaukee Maker Faire is this coming weekend, September 14th and 15th and MetaSpace 511 has once again been accepted to participate. This is such an excellent manner in which to spread not only the great things that MCL is doing but what public libraries are doing in general. We'll be bringing down to our booth the augmented reality sandbox, virtual reality headsets, the laser engraver, 3D printers, DIY projects, button maker, and other hands-on experiments as well as tons of information on MCL and Bridges.

MCL will be present for the Mukwonago Fall Fest from 10:00 a.m. to 4:00 p.m. The book bike will also be brought down there.

We continue every week to take the book bike to the Mukwonago Farmers' Market from 2:00 p.m. to 4:00 p.m. We will be Community Partner at the Farmers' Market on September 18th. When we are Community Partner, we stay for the entire Farmers' Market (2:00 p.m. – 6:00 p.m.)

Between Youth Services Librarian, Jane DeAngelis and Youth Services Assistant, Michelle Michalik, MCL was present at all of the open houses in the Mukwonago school district prior to the school year. To take note though, MCL was only invited to one of the open houses (Section Elementary). The rest of them we really had to work to get invited and get a booth.

Since the last Board meeting, much of my time has been spent jumping between all of the individual Committee meetings, various meetings at the Village level, and filling in at various desk shifts due to vacations and schedule changes. On Wednesday, August 21st I met with Jim Darin (new MCL Board Trustee) to conduct his new Board member orientation. I also met with Jim Ferwerda to understand how the IT Academy and MCL can continue to maintain its excellent relationship and collaboration.

Upcoming Outreach Initiatives:

- Maxwell Street Days on Saturday, September 14th
- Milwaukee Maker Faire on Saturday, September 14th and Sunday, September 15th.
MetaSpace 511 will once again represent MCL!
- Linden Grove on Monday, September 16th

- Book Bike - Every week at the Farmers' Market from 2:00 – 4:00 p.m. On September 18th, we are community partner, so we will be there from 2:00 – 6:00 p.m. with a storytime at 4:00 p.m.
- Mukwonago Homecoming Parade with the Book Bike on Friday, September 20th
- Mukwonago Fall Fest on Saturday, September 21st

OPERATIONS

Fall / Winter hours have now resumed at the library. Saturdays we are open 9:00 a.m. to 4:00 p.m. and Sundays from 1:00 p.m. to 4:00 p.m. This past weekend was our first weekend back to these hours and the amounts of compliments and thanks are overwhelming. The community is truly pleased with the Sunday hours. As was mentioned as a referral item in the August meeting, I'd be bringing back to the Board data reflecting the usage of the library in the evenings from 8:00 p.m. to 8:30 p.m. I've made the decision to hold off on bringing this data to the Board and evaluate how the first couple of months go now with school back in session.

To reiterate from the last Board meeting, to tailor the future library services of MCL to the needs of the community/patrons, we must start looking at things like current job positions and the feasibility of eliminating the desks and creating service stations. Cross-training continues among staff with most paraprofessionals now working at the Information Desk. I've had staff track the majority of questions received at the desk with more than 90% related to opening a study room door, assisting with printing or faxing, or directional questions. When and if a reference question arises that requires one of the four professional librarians, they would be called for. It is on the agenda this evening to consider the elimination of the Reference Desk to a Service Station.

The Communications Plan was approved by the Board in May of 2019 and our next step with this project is to write the branding guidelines. This is quite the project as we have to consider EVERYTHING we are currently using to market and attempt to make everything as uniform as possible. We'll also attempt to come out with a bimonthly newsletter that can also be printed out for in-house patrons to pick up.

UPCOMING PROGRAMS (Before the next MCL Board Meeting)

For a complete list of ALL events, please refer to our online calendar.

Adult Programs

Every Tuesday at 2:00 p.m.: *Seniors Day (variety of topics from health, wellness, advanced card planning, recreational activities, etc.)* ***At the very intense pressure of the community, we've added more Senior Day Bingos.***

Every Friday at 2:00 p.m.: *Friday Flicks @ the Library*

Various Thursdays: *Adult Coloring & Jigsaw Club*

Various Fridays at 9:30 a.m.: *Chair Yoga for Seniors*

Various Saturdays: *Tai Chi for Beginners*

Tuesday, September 17th at 6:00 p.m.: *Cooking with Herbs for Optimal Health*

Saturday, September 21st at 9:30 a.m.: *Zumba for Adults*

Monday, September 23rd at 6:00 p.m.: *The Shipwreck of Lady Elgin with Author Paul Timm*

Thursday, September 26th at 9:30 a.m.: *Purple Springs Memory Café: Oktoberfest!*

Thursday, September 26th at 6:00 p.m.: *Today's Tech: The Cool, the Weird, and the Astounding*

Sunday, September 29th at 2:00 p.m.: *Sunday Coloring Club*

Tuesday, October 1st at 6:00 p.m.: *North to Alaska! Sights and Insights from a Summer-Long Journey through Canada and Alaska*

Tuesday, October 8th at 4:00 p.m.: *Considering Weight Loss?*

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 with varying themes*

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

Saturday, September 14th at 10:00 a.m. – 2:00 p.m.: *Talk like a Pirate Day: Station Play Event*

Saturday, September 21st at 10:00 a.m.: *Zumba for Kids*

Saturday, September 28th at 10:00 a.m. – 2:00 p.m.: *Oktoberfest for Kids*

Thursday, October 3rd at 5:00 p.m.: *Family Bingo*

Monday, October 7th at 6:00 p.m.: *Family Film Night: Wonder Park*

Teen Programs

Every other Tuesday at 4:00 p.m.: *Teen Library Council* (The TLC is currently planning an After Hours Tour / Haunted House of Mukwonago Community Library.)

Please see MetaSpace 511 for more teen programming.

MetaSpace 511

Every Tuesday at 6:30 p.m.: *Tech Camp (Varying themes)*

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

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

Various Mondays: *Tech Savvy Tutors*

Various Mondays at 4:30 p.m.: *Immerse Yourself in Virtual and Augmented Reality*

Various Thursdays at 6:00 p.m.: *Zentangle Untangled*

Thursday, September 19th at 6:00 p.m.: *Print in 3D @ MCL!*

Monday, September 23rd at 7:00 p.m.: *Soldering 101*

Wed., September 25th & October 9th at 1:00 p.m.: *Homeschool Hangout in MetaSpace 511*

Wednesday, September 25th at 7:00 p.m.: *So You Wanna Podcast?*

Thursday, October 3rd at 6:00 p.m.: *Laser Engraving & Cutting: Design, Modeling & Fabrication*

