

MIDDLETON PUBLIC LIBRARY



June 2010 Report

Presented at the July 13, 2010 Library Board Meeting

1. STATISTICS

| Circulation: | Adult | YA | Juv. | Total | Year to Date |
|---------------|----------|----------|----------|--------|--------------|
| 2010 | 42,292 | 5,633 | 28,414 | 76,339 | 400,706 |
| 2009 | 40,559 | 5,312 | 27,860 | 73,731 | 393,692 |
| 2008 | 35,760 | 5,248 | 26,370 | 67,378 | 373,252 |
| 2007 | 36,415 | 4,647 | 25,621 | 66,683 | 354,273 |
| 2006 | 35,723 | 4,349 | 21,269 | 61,341 | 332,330 |
| 2005 | 34,014 | 3,807 | 18,722 | 56,543 | 301,389 |
| (2005-10 +/-) | (+24.3%) | (+47.9%) | (+51.7%) | (+35%) | (+32.9%) |

Self-Service checkouts:

| | 3M | ITG | ITG #2 | Total | % of total |
|------|-------|-------|--------|--------|------------|
| 2010 | 7,238 | 7,518 | 10,547 | 25,303 | 30.2% |
| 2009 | 7,977 | 8,487 | 8,844 | 25,308 | 34% |
| 2008 | 6,106 | 6,286 | | 12,392 | 18.4% |
| 2007 | 5,973 | 6,560 | | 12,533 | 18.8% |

| Library cards issued: | Adult | Juv. | Sr. | Org. | Total |
|-----------------------|-------|------|-----|------|-------|
| 2010 | 119 | 80 | 2 | 1 | 202 |
| 2009 | 100 | 84 | 3 | | 187 |
| 2008 | 114 | 84 | 1 | 0 | 199 |
| 2007 | 125 | 79 | 0 | 2 | 206 |

| Dynix holds: | Loaned to | Borrowed from |
|---------------|-----------|---------------|
| 2010 | 18,862 | 20,597 |
| 2009 | 18,781 | 18,958 |
| 2008 | 16,253 | 16,539 |
| 2007 | 16,118 | 15,894 |
| (2007-10 +/-) | (+17%) | (+29%) |

| Miscellaneous: | ILL | Visits | Study Rooms Use |
|----------------|-----|----------|--------------------------|
| 2010 | 99 | 34,151 * | 541 hours / 392 bookings |
| 2009 | 30 | 45,280 | 501 hours / 385 bookings |
| 2008 | 46 | 42,721 | 424 hours / 328 bookings |
| 2007 | 48 | 43,665 | 425 hours / 289 bookings |

| June Fax Use: | 2010 | 2009 |
|---------------|-------------|----------|
| | 68 sessions | 42 users |
| | 164 pages | 83 pages |

Walk-in laptop WI 541 access sessions

2. LIBRARY PROGRAMS / TOURS / PROMOTIONAL ACTIVITIES

| Date | Program | Attendance |
|-----------|--|------------|
| 6/1/2010 | <u>School visit, Kromrey 7th grade</u> : Discussion of Teen SRP, booktalks. Evaluation: 4 classes, all went very smoothly. A lot of interest in "When You Reach Me", "Everafter", and "Maze Runner." | 120 |
| 6/4/2010 | <u>Northside School Visit</u> : Presented the Summer Reading Program Evaluation: Went well. The kids were excited about all of our offerings. With only one week left of school, I think the kids (and teachers) were really tasting summer! | 325 |
| 6/7/2010 | <u>School visit, Kromrey 6th grade</u> : Discussion of Teen SRP & booktalks of new books. | 110 |
| 6/8/2010 | <u>School visit, Kromrey 6th grade</u> : Discussion of Teen SRP, booktalks | 30 |
| 6/10/2010 | <u>'Tween Knitting Club</u> : Knitting instruction and practice | 5 |
| 6/14/2010 | <u>Book Buddies</u> : A book buddy program - volunteers were matched with younger kids. Younger children read to volunteers to get reading practice. 6 volunteers and 12 readers. Volunteers ranged in age from 10 - adult. | 18 |
| 6/15/2010 | <u>Toddler Storytime: Summer</u> : Hello Song Book: Katie Discovers Summer Song/Flannel: | 23 |
| 6/15/2010 | <u>Big Kids Storytime: Summer</u> : Name Song Weather Report Book: To The Beach Song/Flannel | 36 |
| 6/15/2010 | <u>'Tween Craft-o-Rama</u> : Three water-themed crafts: decorate a beach ball, design a rubber duck, and paint a "stained glass" flip-flop picture frame. | 18 |
| 6/16/2010 | <u>Toddler Storytime</u> : Books: Katie Discovers Summers, Maisy Makes Lemonade, Where is Baby's Beach Ball?, Spot Goes to the Beach | 25 |
| 6/16/2010 | <u>All Ages Storytime</u> : Books: Swimming with Dolphins, Maisy Makes Lemonade, Sally Goes to the Beach, Spot Goes to the Beach | 37 |
| 6/16/2010 | <u>Book Bunch & Lunch - Froggy Fun!</u> : Froggy Fun! Read and booktalked frog books including Froggy Learns to Swim, Frog and Toad Together, The Wide-Mouthed Frog, Spells, Big Frog Can't Fit In, A Frog in the Bog, Think Big!, Green Wilma --- Riddles form "Ribbit Riddles" ---- Film: Frog Goes to Dinner --- - Dessert - lollipops and chocolate covered raisins ---- take home craft (paper plate frog puppet) | 31 |
| 6/16/2010 | <u>Uncommon Facts About Common Birds</u> : Very fun and interesting facts about common birds. Evaluation: OMG, Stan Tekiela is not only a fantastic photographer and a terrific nature writer--he's hilarious! Everyone had a fabulous time--Stan was extremely entertaining as well as informative. Many patrons stopped to ask if I would please have him back--so I already booked him for next summer before he left tonight. :-) A great kick off event; 9 people stopped by the Reference Desk to sign up for the ASRP before they went home. | 54 |

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|-----------|---|-----|
| 6/17/2010 | Baby Storytime : Books: Where is Teddy Bear's Nose?, Where is Baby's Beach Ball, Moo Baa Laa Laa Laa (group reading) | 39 |
| 6/17/2010 | All Ages Storytime - Summer : Books: Swimming with Dolphins, Maisy Makes Lemonade, All You Need for a Beach, Marshmallow Kisses | 26 |
| 6/17/2010 | 'Tween Graphic Novel Book Club : Discussion of Owly by Andy Runton; creation of owl cupcakes; group game. | 10 |
| 6/17/2010 | Krafty Kids: Here Fishy, Fishy, Fishy : Three crafts: fish ornament, fish photo frame, fish catch game | 48 |
| 6/18/2010 | Bilingual Storytime : An assortment of books in Spanish and English. Songs and movement activities in Spanish. Craft activity. | 28 |
| 6/18/2010 | Family Afternoon Concert - Noise Guy : Charlie Williams presented a program of sound effects using his voice. Evaluation: Really entertaining! I was amazed with what Charlie Williams could do with just his voice, he used no instruments or gadgets to produce some amazing effects. The kids and parents were entertained. Little Red came today, they plan to come every week for the concerts. They are a really nice group and set a good example for the other patrons. I was happy with the turnout. A few moms appreciated the new, cushy chairs! The room was still warm but the AC guy had just finished up. | 105 |
| 6/21/2010 | Book Buddies : Volunteers and readers met in the storytime room, paired off, and read together. | 18 |
| 6/21/2010 | Book Bistro : A visit to Mexico with books and food. Read Growing Up with Tamales and What Can You Do with a Paleta? in English and Spanish. Sang two Spanish songs - Tortillas and Chocolate. Watched the film version of Chato's Kitchen. Book display of read-alikes. Taco coloring and craft activity as an opener while patrons entered the program room. Food served: chips, guacamole, salsa, tamales, rice, beans, and paletas. | 27 |
| 6/22/2010 | Toddler Storytime: Baths : Greeting Meet the Meteorologist (puppet) Book: Macie Takes a Bath Song/flannel: Little Bird Book: Bathtime | 39 |
| 6/22/2010 | Big Kids Storytime : Name Song Meet the Meteorologist (puppet) Book: Ten Clean Pigs/Ten Dirty Pigs Song/flannel: Little Bird Book: Bathtime Song: Bean Bag Rock Book: King Bidgood's in the Bathtub Song/flannel: Aiken Drum Book: Bubble Bath Pirates Craft: Who's in the Bathtub? | 21 |
| 6/22/2010 | Meriter Visit Mother-Baby Hour : Presented a baby storytime and talked about early literacy experiences for infants. Evaluation: A nice group. This program is a nice opportunity to talk about early literacy and the role the public library can play in young children's lives. | 28 |
| 6/22/2010 | 'Tween Two O' Clock Tuesday: The Amazing AI : The Amazing AI presented a magnificent show of magic and illusion. Evaluation: The kids loved The Amazing AI! He wasn't too hype-y or too little kid-oriented, which was great for 'tweens. He also talked through all of his tricks (without giving away his secrets, of course!), and this kept the audience's attention really well. Now I want to know how he did his tricks!!! | 42 |

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| 6/23/2010 | <p>Toddler Storytime - Baths : Books: Bubble Bath Pirates, Maisy Takes a Bath, Bathtime, Mrs. Wishy Washy's Farm ---- Songs & Flannels: Welcome Song, Bathtub and bath props, Little Mouse, Bean Bag Rock, Bathtime flannels, Tiny Tim, Goodbye Song --- Film: Spot's Bath ---- Take home stickers and coloring sheets</p> <p>Evaluation: A nice group. The small size made it feel very manageable. Angie did a great job in reading and presenting the flannel board and Tiny Tim song.</p> | 15 |
| 6/23/2010 | <p>All Ages Storytime - Baths : Books: Otis, Ten Clean Pigs/Ten Dirty Pigs, Huggly Takes A Bath, It's Me Parsnip ---- Songs & Flannels: Welcome Song, Bathtub and bath props, Little Mouse, Bean Bag Rock, Bathtime flannels, Tiny Tim --- Film: Harry the Dirty Dog ---- Coloring and play time</p> <p>Evaluation: A big and fun group. Again, Angie did a great job and the kids were very attentive. An almost equal mix of older preschoolers and young toddlers.</p> | 39 |
| 6/23/2010 | <p>Wii Wednesday: Rock Band 2 : 2 gaming options: Rock Band 2 or a second projector with a variety of wii options while waiting for turn at Rock Band 2. Snacks provided. Evaluation: Carrie helped a lot to get kids started with the games--few had played them before. A few adults sat in the back to watch, one grandmother who was thrilled to talk in Spanish. (illiterate, speaks no English) Kids were very happy to have so much time to play the games and instruments they wanted to try out. A bit nerve-wracking to find a stabilizing plug for the game missing--we ransacked my office & Patrick went out to look for a replacement (no longer available), but just as we decided to set up another game, we found the missing piece in the storage closet. Phew!</p> | 13 |
| 6/24/2010 | <p>Sleepytime Stories and Yoga : children's yoga music to welcome patrons. intro stretch to focus attention. George + Martha stories. Clap Hands song. Little Yoga story. Little Yoga routine - sequence of 7 poses based on animals featured in Little Yoga story - X3. Hondo and Fabian story. Seven Blind Mice film. Book display. Coloring sheets (7 - based on animals featured in Little Yoga). Stickers. Materials used: Christy Lane's Stretch and yoga music for children. George and Martha Anthology - George Marshall. Storytime room CD. Hondo and Fabian - Peter McCarty. Little Yoga - Rebecca Whitford. Seven Blind Mice (film) Ed Young. Stuffed animals from storytime room.</p> | 32 |
| 6/24/2010 | <p>Baby Storytime : Books: Peekaboo Morning, Guess Who I Am, Goodnight Moon (group reading) The parents seem to appreciate the casualness. Attendance may even drop off later this summer.</p> | 42 |
| 6/24/2010 | <p>All Ages Storytime - Baths : Books: Otis, Bubble Bath Pirates, Huggly Takes A Bath, Bathtime</p> | 28 |
| 6/25/2010 | <p>Bi-Lingual Storytime : Shared stories, songs, games in both English & Spanish</p> | 22 |
| 6/25/2010 | <p>Family Afternoon Concert: Songs & Stories of Japan : Visual display coupled with guitar songs and storytelling based on the presenter's time in Japan. Children and parents joined in the singing and game playing and drove the program content through their questions and interest areas. Afterwards, participants browsed the museum-like display and could have their name written in Japanese characters.</p> | 86 |

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|-------------|--|------------------|
| 6/28/2010 | Book Buddies : Volunteers are matched up with young readers for reading practice. | 12 |
| 6/29/2010 | Toddler Storytime - Unusual Pets : Books: Emma's Pet, City Safari, Dino-Pets, Dear Zoo | 20 |
| 6/29/2010 | Big Kids Storytime - Unusual Pets : Books: What Pet to Get?, Hieronymus Betts and His Unusual Pets, City Safari, Julius, Dear Zoo | 13 |
| 6/29/2010 | Movie Matinee - Cloudy with a Chance of Meatballs : Feature length film "Cloudy with a Chance of Meatballs." Snacks: 1 bag of chips and 1 lollipop per child. | 56 |
| 6/30/2010 | Toddler Storytime : Books: Emma's Pet, City Safari, Dear Zoo, Goodnight Gorilla ---- Songs, Puppets & Flannels: Welcome Song, Little Mouse, Crate of "unusual pet" puppets, Bean Bag Rock, Octopus on the City Bus, Goodbye | 13 |
| 6/30/2010 | All Ages Storytime - Unusual Pets : Books: What Pet to Get, City Safari, Julius, Dear Zoo | 15 |
| 6/30/2010 | Book Bunch and Lunch : Pirate Theme. Read "How I Became a Pirate", "Peg Leg Peke", and "Pirate Girl". Kids brought their lunch and I provided pirate cupcakes for dessert. For a craft activity, the kids made newspaper pirate hats and decorated them with feathers and skull and crossbone ellison die cuts. | 32 |
| 6/30/2010 | Teen Tie Dye : Tie dye books for inspiration, demonstration of how to do some basic techniques, dyeing, music. | 22 |
| 6/30/2010 | Staying Grounded with Feng Shui : Arranging rooms and choosing color based on the philosophy of Feng Shui. | 29 |
| | | |
| 2010 | Number of Programs / Total Attendance | |
| | Children's | 35 / 1374 |
| | Teens | 5 / 295 |
| | Adults | 2 / 83 |
| 2010 | Grand Total | 42 / 1752 |

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|-------------|--|------------------|
| 2009 | Number of Programs / Total Attendance | |
| | Children's | 34 / 1279 |
| | Teens | 6 / 301 |
| | Adults | 4 / 68 |
| 2009 | Total | 44 / 1648 |

| 3. LIBRARY EXHIBITS | | |
|---------------------|---|------------------|
| Location | Exhibit | Artist/Collector |
| Lobby display case | Middleton Public Library Summer Reading Program | |
| Picture rail | | |

| 4. STAFF DEVELOPMENT: MEETINGS AND CONTINUING EDUCATION | | |
|---|---|--|
| Date | Staff | Title |
| 6/1/2010 | Pamela, Deb Haeffner and Marjorie Kozich | <u>Join The Fold-Marketing planning</u> : Planning for a draft design of brochure for the Origami Mural Project. |
| 6/1/2010 | Pamela | <u>City Council Meeting</u> : Agenda item included appointments of 3 new board members. |
| 6/7/2010 | Pamela | <u>Met with Friends of the Library Booksorters</u> : Discussed unstable shelving unit and safety concerns; ways to reduce inventory. |
| 6/8/2010 | Pamela | <u>Chamber: Ask the Expert</u> : Sonya Sullins, MBA program discussed the S.T.E.P. system (Service/People/Education/Trust), as it pertains to creating employee engagement and customer devotion. |
| 6/9/2010 | Pamela, Rebecca, Elizabeth, Patrick, Svetha and Liz | <u>Management Team Meeting</u> : Rep. from Ebscohost gave a brief overview of the recent changes to their databases and those we can expect in the near future and upcoming trials. Reports from all departments and the June library board meeting. Reviewed revised Tornado Procedures document. |
| 6/14/2010 | Amanda | <u>Friends of the Cooperative Children's Book Center Board Meeting</u> : This was the monthly meeting of the CCBC Friends Board. I serve on this board as the treasurer. I presented the monthly financial report. We discussed procedures and upcoming events, and we welcomed three new Board members and said good-bye to three Board members whose term is over. |
| 6/15/2010 | Pamela | <u>Personnel/Finance/City Council meetings</u> : Energy Block Grant and Johnson Control Contract. Mayor recognized MID as receiving a rating of 7th in the nation by the Hennen Report (HAPLR) for 2010 for libraries of its size. This is the the 5th time out of 10 years that MID was included in the top ten listing. |
| 6/16/2010 | Amanda | <u>Cooperative Children's Book Center Book Discussion</u> : Each month, the CCBC holds a book discussion. This is a forum for adults (mainly professional librarians) to discuss some of the newest, most noteworthy children's books. Participants read the books ahead of time to prepare for the discussion. At this meeting, we discussed five new picture books and five new longer (tween/teen) books. |

| | | |
|-----------|--|---|
| 6/25/2010 | Amanda Struckmeyer | <u>American Library Association Annual Conference</u> : This was the American Library Association's (ALA) annual conference. I am currently serving as a Priority Group Consultant for the Association for Library Services to Children (ALSC), a division of ALA focusing on ages 0-12. As a Priority Group Consultant, I oversee eleven ALSC committees, including the Budget Committee, Organization & Bylaws, and others. This conference gave me a chance to work directly with those committees and with the ALSC Board of Directors. I was also able to attend several learning sessions on Readers' Theater, Poetry, the Pura Belpre award, and brain research in infants regarding language development. |
| 6/30/2010 | Pamela, Patrick, Rebecca, Svetha, Liz, Elizabeth, Carol, Amanda, Barb, Yvonne, Meg, Katie A., Jenny, Sarah G., Elizabeth N., Angie, Deb Nelson, Diane, Carrie, Melissa, Rose, Margie | <u>Staff Appreciation Luncheon</u> : Library Board's thank you to the entire staff for their contributions to the organization. Food was prepared by local restaurants and funded through the Friends of the Library support for staff development. (Sent out emails and posted reminders on the utility page.) |
| | | |

5. DIRECTOR'S REPORT

Library Use Highlights for June 2010: All time highs!

- We experienced an increase of 35% in our June circulation from 2005-10. Adult collection use was up by 24.3%; teen collections were up by 47.9%; and the children's collections were up by 51.7%. **With this month's circulation at over 76,339, surpassed the Central facility of the Madison Public Library, making Middleton the second busiest library in Dane County!**
- Year to date circulation reached an all time high of 400,706! That's an increase of 32.9% in only 5 years (2005-10).
- The number of items loaned to and borrowed from other LINK libraries continues to climb. In June 2010, Middleton loaned 18,862 items to other LINK libraries (up by 17% over 2007) and the number of items we borrowed from other library was 20,597 (an increase of 29% over 2007). The decrease in collection development funds (book budget) is making it necessary to borrow from other libraries. As a member of a regional library system, we have an obligation to do our part to meet the needs of the public.

- The demand for study rooms, computer classes and wireless access for laptop use is evident. Study room use is at an all time high of 541 hours and 392 sessions. Walk-in laptop WiFi use was 541 session for the month. (WiFi is only available during library hours.)
- Programming attendance was up by an average of 37 participants in 2009 to an average of 42 in 2010. We offered 2 less programs in June of this year, yet our attendance was up by 104 (1,752 in 2010 and 1,648 in 2009).

| 2010 Patron Use (Statistics by District) | Local Elected Official | This Period | Same Period Previous Year | Year To Date | Previous Year To Date | YTD Difference |
|---|------------------------------|----------------|------------------------------------|-----------------|-----------------------------|-------------------|
| MIDDLETON, 1 CITY-DISTRICT | Kinne | 5584 | 5853 | 31138 | 30162 | |
| MIDDLETON, 2 CITY-DISTRICT | Brar | 4745 | 4520 | 24051 | 24570 | |
| MIDDLETON, 3 CITY-DISTRICT | DePiazza | 4364 | 4423 | 23913 | 23366 | |
| MIDDLETON, 4 CITY-DISTRICT | Wexler | 3194 | 3383 | 17558 | 18681 | |
| MIDDLETON, 5 CITY-DISTRICT | Teal | 4635 | 3904 | 24231 | 18964 | |
| MIDDLETON, 6 CITY-DISTRICT | West | 6032 | 5726 | 29633 | 28152 | |
| MIDDLETON, 7 CITY-DISTRICT | Hilbert | 3296 | 3170 | 17524 | 16345 | |
| MIDDLETON, 8 CITY-DISTRICT | Sullivan | 5188 | 4738 | 25453 | 22706 | |
| | | | | | | |
| TOTALS | | 37038 | 35717 | 193501 | 182946 | + 5.7% |

Public Computer Usage of 35 of the 48 available at Middleton*

Number of Computers Logged: 35

Number of Days Open: 26

June 2009

Total Sessions: 8,200

Total Hours Used: 4,317.1

Total Printed Sides: 18,466

2010

8,803

4,476

21,944 (plus 74 colored pages)

Facility maintenance:

Air conditioning unit was out of order during one of the hottest parts of the summer. We continued to have problems for several days. **The main level staff should be commended for work and perseverance to work through the heat and humidity.**

To protect the health of our staff and patrons and to protect our equipment and materials, Mark Goad has been asked to research the costs involved to upgrade our system. Finding replacement parts for the system has become problematic, due to its age.

Painting project in the hallway on the lower level was completed this week.

Parks Department is assisting with a plan for the gardens. Our goal is the following low maintenance, include native plants, stay within the budget, and maintain our present vivid color display.

Many of the light bulbs in the high ridges of the main level were burned out. All were replaced.

Staff made some updates to the Tornado Warning Procedure/Checklist after having two alarms last month. We continue to tweak the document.

Technology:

Installation of ITG's Radio Frequency Identification tagging system is scheduled for July 21st. South Central Library System has also offered a mobile unit, as Verona and Sun Prairie have completed their conversion stage. Sarah, Patrick and Jason are taking the lead on the project.

No date for delivery of the new self checkout station has been provided.

We purchased an automatic paperfolding machine, which works well for the newsletters.



System Celebration is the annual thank you to the staff, trustees, and mayors/village presidents of SCLS member libraries for their support and efforts throughout the year to help make library services possible. This year's event is

scheduled for **Tuesday evening, Sept. 21, 2010, at the Wintergreen Resort in Wisconsin Dells.**

6. LIBRARIANS' REPORTS

Liz Dannenbaum, Head of Adult Services

Summer is off to a good start—and, in fact, seems to be racing by! So far 69 adults have picked up reading logs for the adult summer reading program. That's a little under where we were at this point last summer, but I am more interested in raising the "completion" rate for this program, so we'll see what the next few weeks bring in that regard.

Jenny and Emily have spent a lot of time training practicum student Carrie Gostomski on assisting patrons; staffing the Reference Desk; and linking Teen AV titles. Their hard work is starting to pay off.

Emily also had good success with her One-on-One computer sessions this month; that's a popular offering and she does a great job of providing personalized help on a variety of computer topics.

The extensive weeding project of adult materials is almost completed!

Svetha Hetzler, Head of Children's Services

I finished the last of my school visits on June 4th and efforts to promote the Summer Reading Program have seemed to really pay off!

We began our Summer Reading Program on Monday, June 14th and have been extremely busy with registrations. Many of our patrons have already reached their halfway goal. The new structure of our program has been a welcome change to both patrons and staff. The simplified approach and setting of individual goals has been appreciated. Our summer pages are a great addition to the team. They have been providing support not just with registrations, but also with the shelving and maintenance of children's materials.

Angie Manderfeld, my practicum student, began observing and presenting storytime programs this month. She completed her title selections for her Easy Reader collection development project. She is now putting them into acquisitions. She is also continuing to gain customer service skills at the Main Level help desk.

As much as possible, I am continuing to order new materials for the collection. The pace of the summer reading program has made it a bit challenging!

I received a quote from AWE for an Early Literacy Station. The software package is geared towards very young children between 2 and 10 years of age. There is an English and a Bilingual English-Spanish option. Both have many software titles. The package is impressive and I hope to be able to add this service to our patrons in the next few months.

I created the following booklist this month: *Book Bistro Goes to Mexico*. Three book displays were created this month - books about water to go with the summer reading theme, and frog and pirate book displays to go along with "Book Bunch and Lunch" themes. Our DIY station featured water activities; a water related word search, decorating fish for our fish bowl collage, and a salt water taffy candy guessing jar. The DIY station had 277 visits this month.

Kathy Rausch's and Sarah Goebel's dedicated work at the help desk and at Krafty Kids and Yoga Storytime have been very appreciated by patrons and the rest of the Youth Services team.

Rebecca Van Dan, Head of Young Adult Services

June was a whirlwind of activity, starting with a few last-minute booktalks the first 2 weeks and programs the last 2 weeks. The first day of the Teen Summer Reading Program we had more teens sign up than I had sign up the entire first summer when we started. (In 1999, we had 68 teens sign up from June-August, this year we had 83 sign up the first day!) We currently have 268 teens signed up and counting...

We also have had more teens come in asking about volunteer opportunities than I have ever seen before. Even taking on twice the number of volunteers we usually do, we have a waiting list of around 15 teens. Teen displays this month were "Booktalks Books", "Worst Summer Jobs Ever", and "Oops, I started a Cult." I also decorated the lobby display case for Summer Reading Programs for all ages and am moderating for South Central's Teen Read book blog. After a discussion with Circulation, we have also moved all Teen video games to the shelving area in an attempt to halt theft and brainstormed solutions for Trace items. Activity at the Help Desk has been very fast-paced, but everything seems to be going smoothly!

Elizabeth Bauer, Head of Circulation

All circulation staff and page performance reviews have been completed. Several pages will be leaving for college, so page hiring will begin in early August.

The Summer Reading Program began on June 14th, and circulation statistics certainly supported the early success; there were over 5000 checkouts and over 4000 check ins on the first day of the program – both a new high! The trend continues; the circulation desk has been extremely busy, with all self check machines in use and constant streams of patrons at the desk, a wonderful sight for all.

I continue to work on specifications, with the SCLS Circulation Migration Committee, for the new Koha system. There will be staff training sessions, beginning in August and continuing until the new system is implemented in January 2011.

Sarah Hartman, Technical Services Librarian

This month we continued to process a high volume of materials and work on long-term projects started in previous months. The RFID tags and equipment have arrived, so that project will likely commence in July or August after staff is trained. We have expanded the duties of our Technical Service Page II to include magazine processing and linking children's books, which is

going very well, and we have a summer practicum student from UW-Madison School of Library and Information Studies helping out with linking teen AV materials.

Patrick Williams, Head of Information Technology

No report this month.

Amanda Struckmeyer, Youth Services Librarian

Our Summer Reading Program started this month, so we were very busy with registration. We have had an enthusiastic response to our 'tween incentive program as well as to our activities for 'tweens. I created a booklist of "splashy" reads for 'tweens, including fiction and nonfiction titles with a water theme, which coordinates with our Summer Reading Program theme.

I continued to order new materials, mainly software, hardcover fiction, paperback fiction, nonfiction, and graphic novels. Thanks to the Technical Services staff, we have set up a new system for juvenile software, which will hopefully ensure that more software is available for Middleton patrons to browse and check out (rather than simply filling holds at other libraries).

My biweekly newspaper column, "Booking It," was written and submitted to the *Middleton Times Tribune*. I also continued my work as the treasurer for the board of the Friends of the Cooperative Children's Book Center. I arranged with the School of Library and Information Studies at UW-Madison to host practicum students, possibly beginning as early as this fall.

On the national level this month, I reviewed one new book for *School Library Journal*. I continued to serve Priority Group Consultant for the Association for Library Services to Children (ALSC), a division of the American Library Association. I attended the American Library Association annual conference in Washington, DC. This gave me a chance to work face-to-face with the committees I oversee, and to attend programs and presentations about upcoming books, programming ideas, and technology.

7. AGENDA OVERVIEW

Election of Officers:

The slate of officers presented and approved last month is as follows:

President: Marjorie Kozich

Vice President: Sandy Smith

Secretary: John Westbury

Policy Reviews:

Resume discussion regarding the proposed revisions to the Appropriate Library Behavior Policy.

Addendum to ILS agreement with South Central Library System:



South Central Library System
Administration Office
4610 S. Biltmore Lane • Madison, WI 53718
608/246-7970 • FAX 608/246-7958 • TDD 608/246-7974

TO: Director, ILS participating library
FROM: Stef Morrill, Interim Director
SUBJECT: Addendum to ILS agreement
DATE: 6/22/2010

Attached to this memo is an addendum to the "Agreement to Participate in a Shared Automated Resources System" that your library signed in 2009.

This addendum, which was discussed at the All-Directors Meeting, is required because of changes to the library's share of costs for 2011. Instead of using the formula outlined in Section 6 of the 2009 agreement, 2011 costs will be equivalent to the share costs paid in 2010. This cost will only include the annual share payment, and will not include any costs paid in 2010 for additional workstations.

The addendum also allows for SCLS and an individual library to agree on separate costs for projects not covered by the agreement.

The addendum needs to be signed by you and by the board president or authorized representative. Please return the signed addendum to me no later than October 31, 2010.

Thank you!

**Addendum to Agreement to Participate
in a Shared Automated Resources System**

This Addendum is made this _____ day of _____ between the South Central Library System (hereinafter referred to as SCLS) and the Library Board of Trustees or other applicable governing body of _____ (hereinafter referred to as the Library), and modifies the "Agreement to Participate in a Shared Automated Resources System" (the "Agreement") previously executed by both parties in 2010. Capitalized terms in this Amendment will have the same meanings as in the Agreement unless otherwise defined herein. Except as specifically modified in this Addendum, the Agreement remains in full force and effect.

SCLS and the Library agree as follows:

1. The amount of Library's share of costs for 2011 due under the Agreement will not be determined by the formula set forth in section 6 of the Agreement. Instead, SCLS and the Library agree that the amount of the Library's share of costs for 2011 will be equivalent to the Library's share in 2010, i.e., the total amount of the share of costs will remain the same. The Library's share of costs for 2011 will be invoiced, due and payable as per section 9 of the Agreement.
2. Nothing in this Addendum or the Agreement precludes SCLS and Library, or SCLS and any other library or libraries participating in the ILS, from agreeing to separate and additional projects, programs, or services to be provided by SCLS. In such an event, SCLS and, as applicable, the Library or other library/libraries receiving the particular projects, programs, or services will enter into a separate agreement setting forth the terms and fees applicable to the same.
3. This Addendum, together with the Agreement, represents the complete agreement of the parties with respect to the subject matter hereof, and supersedes any written or oral communications relating to the same unless expressly incorporated herein by reference.

SOUTH CENTRAL LIBRARY SYSTEM

System Director

Date

Board President

Date

LIBRARY

Library Director

Date

Board President
or Authorized Representative

Date

Update on Join The Fold origami mural project

Plans for fundraising and promotion are progressing. Copies of the brochure, bookmarks, posters and marketing plan will be available at the meeting.

Financial Update: Library Midyear Budget Review

2010 Library Budget Update (as of 6-30-10)

| Middleton Public Library | YTD 6/30/10 | YTD Budget | 2010 Budget |
|----------------------------------|------------------------|----------------------|------------------------|
| Operating Income | | | |
| City Support | \$ 975,306.00 | \$ 501,048.00 | \$ 1,002,096.00 |
| Dane Co. Support: | | | |
| <i>Operating Reimbursement</i> | \$ 580,543.00 | \$ 290,112.00 | \$ 580,224.00 |
| <i>Facility Reimbursement</i> | \$ 102,303.00 | \$ 51,151.50 | \$ 102,303.00 |
| Total Revenue | \$ 1,658,152.00 | \$ 842,311.50 | \$ 1,684,623.00 |
| Operating Expenses: | | | |
| Operating: Personnel | | | |
| Salaries | \$ 374,645.00 | \$ 429,501.50 | \$ 859,003.00 |
| Staff Benefits | \$ 104,943.00 | \$ 159,262.00 | \$ 318,524.00 |
| Total Staff expenses | \$ 479,588.00 | \$ 588,763.50 | \$ 1,177,527.00 |
| Operating : Non-personnel | | | |
| Office Supplies | \$ 18,307.00 | \$ 14,000.00 | \$ 28,000.00 |
| Books | \$ 66,416.00 | \$ 71,255.50 | \$ 142,511.00 |
| Periodicals | \$ 18,215.00 | \$ 9,000.00 | \$ 18,000.00 |
| A/V | \$ 33,341.00 | \$ 35,500.00 | \$ 71,000.00 |
| Postage | \$ 150.00 | \$ 2,000.00 | \$ 4,000.00 |
| Advertising and Printing | \$ 29.00 | \$ 500.00 | \$ 1,000.00 |
| Telephone | \$ 4,223.00 | \$ 5,050.00 | \$ 10,100.00 |
| LINK services | \$ 74,344.00 | \$ 38,000.00 | \$ 76,000.00 |
| Electronic Books | \$ 4,383.09 | \$ 2,500.00 | \$ 5,000.00 |
| Building Maintenance | \$ 26,869.05 | \$ 35,392.50 | \$ 70,785.00 |
| Equipment Maintenance | \$ 13,843.00 | \$ 13,500.00 | \$ 27,000.00 |
| Training and Development | \$ 2,270.00 | \$ 1,500.00 | \$ 3,000.00 |
| Mileage | \$ 275.00 | \$ 350.00 | \$ 700.00 |
| Utilities | \$ 18,931.00 | \$ 25,000.00 | \$ 50,000.00 |
| Programming | | | - |
| Sales Tax | \$ 60.00 | | - |
| Total Expenses | \$ 761,244.14 | \$ 842,311.50 | \$ 1,684,623.00 |