

MIDDLETON PUBLIC LIBRARY



September 2010 Report

Presented at the October 12, 2010 Library Board Meeting

1. STATISTICS

Circulation:	Adult	YA	Juv.	Total	Year to Date
2010	38,566	4,274	21,737	64,577	615,044
2009	38,667	3,946	20,993	63,606	606,879
2008	35,088	3,694	22,484	61,604	572,275
2007	32,550	3,109	19,073	54,732	545,720
2006	33,662	2,997	17,150	53,809	511,456
2005	31,111	2,746	15,066	48,923	462,338
(2009-10 +/-)	(-.003%)	(+8.3%)	(+3.5%)	(+1.5%)	(+1.3%)

Self-Service checkouts:

	3M	ITG	ITG#2	ITG #3	Total	of total
2010	5,464	5,849	10,511	1,402	26,060	40.3%
2009	6,662	7,156	7,797		21,615	34%
2008	5,953	6,660			12,613	20%
2007	4,483	5,850			10,333	19.5%

Library cards issued:	Adult	Juveniles	Seniors	Organizations	Total	
2010		101	19	2	4	126
2009		96	14	4	5	119
2008		122	45	0	4	171
2007		98	23	5	1	127

Dynix holds:

	# MID loaned to other LINK libraries	# Borrowed from other Lib.
2010	18,665	19,804
2009	18,525	19,201
2008	16,911	16,144
2007	14,834	15,007
(2009-10+-)	(+.075%)	(+3.1%)

Miscellaneous:	ILL	Visits	Study rooms use
2010	84	26,677*	626 hrs. / 393 bookings
2009	48	N/A	486.75 hrs./332 bookings
2008	65	40,126	481.5 hours/331 bookings
2007	37	38,540	391 hours / 304 bookings
2006	62	37,784	367 hours / 271 bookings

*Using thermal imaging people counter.

Fax:

	Users	Pages
2010	59 users	179 pages sent
2009	36 users	97 pages sent

2. LIBRARY PROGRAMS / TOURS / PROMOTIONAL ACTIVITIES		
Date	Program	Attendance
9/7/2010	<u>Toddler Storytime: Rabbits</u>	39
9/7/2010	<u>Big Kids Storytime: Rabbits</u>	16
9/7/2010	<u>Meriter Visit</u> : A sample baby storytime for a Mother-Baby class run by nurse educator, Kris Fedenia. Also discussed early literacy. Evaluation: Great. The babies were all between 6 and 9 months old. It's a nice opportunity to demonstrate what public libraries have to offer for this population.	18
9/8/2010	<u>Toddler Storytime - Fall/School</u>	7
9/8/2010	<u>All Ages Storytime - Fall/School</u>	28
9/8/2010	<u>After School Library Club - Ramona Quimby Party</u> : Read "Ramona's New Pajamas" from Ramona and Her Mother. Took a "Beezus or Ramona" personality quiz. Watched the film "The Great Hair Argument" - from Ramona and Her Mother. Take home craft - Ramona door hanger. Served snacks - prepackaged crackers and water.	12
9/8/2010	<u>Kris Radish reading</u> : Kris did a brief reading, but mostly chatted about her life and answered questions from the audience.	37
9/9/2010	<u>Baby Storytime</u>	28
9/9/2010	<u>All Ages Storytime - Fall/School</u>	14
9/9/2010	<u>September Mystery Book Discussion</u> : Discussion of Stieg Larsson's "Girl with the Dragon Tattoo." Evaluation: A good discussion, but it was harder than I guessed to focus on the book at hand when the title under discussion is an international best seller (along with its two follow-ups in the trilogy) and the genesis of one popular film (as well as an upcoming Hollywood version). Many, many digressions to books two and three (which not everyone had read) and the film (which not everyone had seen). Two new faces!	8
9/9/2010	<u>Magic Tree House Party- Homeschool Edition</u>	19
9/9/2010	<u>Magic Tree House Party: Afterschool Edition</u> : I read excerpts aloud from five different Magic Tree House books by Mary Pope Osborne, and we did an activity corresponding to each excerpt. Evaluation: Magic Tree House parties are super fun! I think I should start a Magic Tree House book club for younger 'tweens. They would eat it up! My teen volunteer was here for this one, and he was fantastic! It's really nice having a second pair of hands.	24
9/10/2010	<u>Bilingual Storytime</u>	24
9/13/2010	<u>Toddler/Preschool Dance Party</u> Evaluation: This program is a definite winner! I got the idea from another librarian's blog, and I adapted it for our audience. The only cost for this program was for two rolls of crepe paper streamers, and I didn't even use them all! Preparation was really easy, too. I just grabbed my stack of CDs and the boombox, hung up some streamers, displayed the books, and we were ready to rock. Parents were happy to have something to do (Monday mornings we typically don't offer any programs), and kids were thrilled to dance and dance and dance! This was a good chance to establish a positive rapport with both parents and children in an informal setting. I would definitely do this program again.	82
9/13/2010	<u>Teen Advisory Committee</u> : Discussion of changes to Teen SRP, Haunted House set up & items to purchase, YouTube video (rescheduled), upcoming program ideas & voting, materials suggestions.	5

9/14/2010	Intro to Computers : Very basic info about how to use a computer/mouse.	0
9/14/2010	Toddler Storytime: Cities	45
9/14/2010	Big Kids Storytime: Cities	19
9/14/2010	Book Discussion - Little Bee	1
9/14/2010	Doodlestitching ('Tweens)	12
9/15/2010	Toddler Storytime - City	16
9/15/2010	All Ages Storytime - City	36
9/15/2010	Creative Writing Group : Kathy Steffen is facillitating a monthly writer's support group here. This is something that patrons have asked for many times; the goal is for the group to become "self sufficient" by November. Evaluation: Big success!	13
9/15/2010	Books & Brownies: Mockingjay	3
9/16/2010	Discover Japan :	15
9/16/2010	Baby Storytime	37
9/16/2010	All Ages Storytime - City	27
9/17/2010	Bilingual Storytime: Mice	18
9/19/2010	Origami Workshop 1 : Kickoff workshop in the series. 40 models were constructed. Evaluation: Good start to the project. Bonnie videotaped. A link to the video will be available on our website in a week.	38
9/20/2010	Japan For The Day : 20 performers from Chiba, Japan: dancing, drumming, flute, martial arts. Program will be available on the website in a week. Part of the Join The Fold: origami project. Evaluation: Authentic dancing and music. Beautiful costumes. Standing room only and a standing ovation.	130
9/21/2010	Toddler Storytime: Farms	39
9/21/2010	Big Kids Storytime: Farms	22
9/21/2010	Green Travel in Southern Wisconsin : Slide show and book reading re places that make an effort to buy and serve locally grown and prepared food; sell locally made items; and/or focus on sustainable and ecological efforts .	11
9/22/2010	'Tween Doodlestitching Workshop : This was the second of a two-part Doodlestitching (embroidery) workshop. Participants created stuffed owls with embroidered embellishments.	11
9/22/2010	ELL tour (Susan Guderyon, Kromrey)	3
9/22/2010	Toddler Storytime - Farm	24
9/22/2010	All Ages Storytime - Farm	36
9/22/2010	After School Library Club	4
9/22/2010	Origami Workshop 1 (a) : MASH students from Middleton's alternative school learned paperfolding. These students did an exceptional job in completing one entire section of the public art display.	5
9/22/2010	Origami Workshop 2 Evaluation: Old and young came ready to work on the projects. Many stayed late to do more! Determined that volunteers should come 1/2 early to help with set up. This group wants to start a "MadCity Folders" group, so they can keep folding!	24

9/22/2010	Origami Workshop 3	20
9/23/2010	Book Discussion : Discussion on "Little Bee" by Chris Cleave.	11
9/23/2010	Baby Storytime	37
9/23/2010	All Ages Storytime - Farm	21
9/23/2010	'Tween Magicians: Homeschool Edition	7
9/23/2010	'Tween Magicians: After-School Edition :	6
9/23/2010	Teen Bands Night : 3 local teen bands: Level 10, Blood Death Train, & Stereo Color. Refreshments served. Evaluation: All three bands were great! One band (Moon Jelly) had to cancel at the last minute, so I'm glad we scheduled more bands than we usually do. Level 10 played all their own music & was very peppy rock, Blood Death Train played all 70s & 80s covers and dressed up like 70s rock stars--very funny! Stereo Color played their own songs as well--a little jazzy, a little reggae-ish. 2nd band was very entertaining & joked a lot with the audience. ("Uh-oh, there's a "no smoking" sign in here--would that include our smoking guitar solos?") Also funny when a group of teens started waving their cell phones back & forth that showed photos of candles... All ages invited & a good number of parents came to show support.	36
9/24/2010	Bilingual Storytime : Farm Theme. Books in Spanish and English with songs and movement activities in Spanish. Farm craft. Evaluation: Katy said the group was young today. Many of her regulars were in attendance.	24
9/24/2010	Origami Workshop 4 : Participants worked on the larger models that will serve as the center for the larger squares of the finished products (light green and brown.)	11
9/25/2010	Stories + Yoga : Music: Laurie Berkner "Under a Shady Tree" Sunshine Standing pose sequence Carin Berger "The Little Yellow Leaf" Tree pose sequence Marc Simont "A Tree is Nice" Betsy Franco "Zero is the Leaves on a Tree" Swaying Tree pose sequence Frank Asch "Bear's Bargain" Movie: Lois Ehlert "Planting a Rainbow" (6minutes) Book Display Coloring Sheets	12
9/26/2010	Origami Workshop 5 :	35
9/27/2010	Origami Workshop 5 (a)	6
9/27/2010	Bean Appetite : Bean Appetite Chef Carissa led children through making lollipop cakes and caterpillar spring rolls. Evaluation: This was a great program! BeanSprouts obviously does this a lot, because they came very prepared! Everyone had a great time and enjoyed the yummy treats.	29
9/28/2010	Toddler Storytime	41
9/28/2010	Introduction to the Internet : The very basics on searching and printing from the internet. Evaluation: The class went really well - lots of questions and since there were only 4 participants I was able to take my time in answering. One woman told me that she usually goes to another library, but will definitely come back here because it was the "best class" she'd attended :)	4
9/28/2010	Big Kids Storytime	21
9/28/2010	'Tween Knitting : Knitting instruction and practice. We set the limit for this program at 12 participants (registration required), and the class filled up quickly with a waiting list of fourteen additional names. We had three brand new knitters today!	12

9/29/2010	Toddler Storytime - Jobs	19
9/29/2010	All Ages Storytime - Jobs	32
9/29/2010	Origami Workshop 6	19
9/29/2010	Origami Workshop 7	17
9/29/2010	Origami Workshop 8	15
9/30/2010	Origami Workshop 9 : All models that contribute to the final project were done at this session. Evaluation: Comment: "I enjoyed meeting all different people from MADISON, as well as the origami. What a wonderful spirit to see everyone working together."	17
9/30/2010	Origami Workshop 10	2
9/30/2010	Baby Storytime : Books: Peekaboo Morning, Moo Baa La La La (group reading) ----Songs & Rhymes: Good Morning, Hi Hello & How Are You, Peek-a-Boo, Trot Trot to Boston, Baby Duke of York, Wheels on the Bus, Are You Sleeping Baby Bear, Hickory Dickory Dock, Itsy Bitsy Spider, 2 Little Blackbirds, Now Tall Now Small, Old McDonald Had a Farm, Where is Thumbkin? ---- Freeplay Evaluation: A big group again! After having so much fun last week, I decided to end storytime with a round of Old McDonald again. The kids and adults love all the puppets and the chance to make animal noises!	39
9/30/2010	All Ages Storytime - Jobs	16
Number of Programs / Total Attendance		
	Children's	43 / 1040
	Teens	6 / 58
	Adults	17 / 361
	Grand Total	66 / 1459

3. LIBRARY EXHIBITS

Location	Exhibit	Artist/Collector
Lobby Display Case	Memorabilia from WI Public Libraries in Carnegie Buildings	WI Historical Society-- Historian Larry Nix
Picture Rail	Photography	Vince Carter



Ruthanne's 1000 Paper Crane Mobile is now on display.

4. STAFF DEVELOPMENT: MEETINGS, PRESENTATIONS, & CONTINUING EDU.

Date	Title
9/1/2010	<u>Middleton Good Neighbor Parade</u> : Decorated float and marched in parade. Svetha Hetzler, Nive Nair, Lisa Figge
9/1/2010	<u>Finances</u> : The impact of the county funding on the Library's overall budget. Library governance and the board's responsibility to manage the budget. Pamela
9/2/2010	<u>Chamber-Get Moving Middleton</u> : Monthly meeting: Assembly Candidates, Bruce Co. and MOM Pamela
9/2/2010	<u>Koha PAC Webinar</u> : Introduction to the Koha system PAC (Patron Access Computer) Elizabeth I. Bauer, Sara Simpson, Karen Kilroy-Sikkema, Vranna Manor, Katie Adkins, Clara Lebow
9/2/2010	<u>Koha Circulation webinar</u> : Introduction to Koha Circulation system. Elizabeth I. Bauer, Sara Simpson, Karen Kilroy-Sikkema, Vranna Manor, Cindy Zellers, Katie Adkins
9/7/2010	<u>Koha Codes webinar</u> : Introduction to Koha Codes. Elizabeth I. Bauer, Sara Simpson, Karen Kilroy-Sikkema, Jennie Vosen, Vranna Manor, Katie Adkins, Katie O'Brien
9/7/2010	<u>Koha Circulation webinar</u> : Introduction to Koha Circulation. Elizabeth I. Bauer, Barbara Henderson, Jean Javenkoski, Katie O'Brien, Peter Matiash
9/7/2010	<u>Common Council</u> : Resolution for the City of Middleton to be Exempt from Dane Co. Library Taxes passed.
9/7/2010	<u>Friends of the Library board meeting</u> : Narrowed the logo possibilities down to 3, will have Deb revise the 3 possibilities; Wine Tasting Event set for Nov. 11th; Parade participation was great success; Friends membership is highest in 3 years; and more members are needed to fill vacancies on the board. Pamela, Patrick
9/8/2010	<u>Legal Review, Finance Meeting & Common Council</u> : Police Dept.'s Communications Tower, to be located on Library property. Answered questions relating to the expenses for the Origami Project. Resolution to be Exempt from County Library Taxes. Pamela
9/9/2010	<u>Dane Co. Library Directors meeting</u> :
9/9/2010	<u>Koha Patron Records Webinar</u> : Introduction to the patron records in Koha. Barbara Henderson, Clara Lebow
9/14/2010	<u>Excel 2007 Basics</u> : Excel 2007 instruction Svetha
9/15/2010	<u>Koha Linking Webinar</u> : Overview of searching the new Koha catalog as it relates to linking, as well as a review of current linking guidelines. Sarah Hartman
9/15/2010	<u>Circulation Supervisor's Meeting</u> : Discussion of hiring a replacement page, quarterly page I. meetings, Koha training for the pages, Circulation PURF notes, snack service, and kitchen cleaning. Elizabeth I. Bauer, Barbara Henderson, Peter Matiash, Katie Adkins
9/15/2010	<u>Financial Presentations before the Common Council</u>
9/16/2010	<u>Financial Presentations before the Common Council</u> : Westby presented the Library's Operating Budget for 2011 to members of the city council. Alderman DiPiazza questioned fund labeled "Lost and Paid." The Library Board will discuss renaming this fund to reflect its true purpose. Wisconsin State Statute relating to MOE was reviewed. A \$15,000 decision item for books is the request from the library board. Increase from Dane County Reimbursement is anticipated for the coming year, due to the addition of Fitchburg in 2011. Pamela

9/16/2010	<u>We Have to Start Meeting Like This! (SCLS Continuing Education Seminar)</u> : Program presented by Jeff Russell of Russell Consulting, Inc., included tools, methods, and strategies for leading and participating in effective meetings. Elizabeth I. Bauer
9/20/2010	<u>City Energy Improvements Project Construction Kickoff Meeting</u> : City departments benefiting from the Energy Block Grant met with representatives from Johnson Controls to review worklist, timeline and contract details. Halogen lights on the main level will be retrofitted, library parking globes lights and streetlights on Hubbard are also included. Timeframe for indoor lights is mid-October- mid-November. All work is expected to be completed by mid-December. In addition, I learned that M G & E will be installing 2 electric car charging stations in the Terrace Parking lot, free to use. Pamela
9/21/2010	<u>LSTA Grant review training</u> : Overview of guidelines, allowable uses of LSTA funds, what is discouraged, how realistic is the population estimated to assist, local data vs. national data, continuation of projects, explanation of capital expenditures. Rebecca
9/21/2010	<u>System Celebration</u> : SCLS new library director Martha Van Pelt announced the SCLS awards: 2010 Library of the Year Monona Public Library; Partnership Award—Wisconsin Women's Business Initiative Corporation (WWBIC); Special Awards—Jennifer Pfefferkorn, Vesper and Dane County Library Service, Chester Pismo Snively Memorial Award for a Nifty Activity—Sequoia Public Library. Pamela and Sandy Smith
9/21/2010	<u>Koha Patron Records webinar</u> : Introduction to patron records in the new Koha ILS. Vranna Manor, Jennie Vosen, Jean Javenkoski
9/22/2010	<u>Common Council--Financial Discussions</u>
9/22/2010	<u>Cooperative Children's Book Center Monthly Book Discussion</u> : We evaluatively discussed five new picture books and five new chapter books (reading was done in advance of the discussion). Amanda
9/23/2010	<u>Koha Codes webinar</u> : Introduction to codes used in the new Koha ILS. Cindy Zellers, Peter Matiash, Jean Javenkoski
9/23/2010	<u>Koha Circulation webinar</u> : Introduction to circulation in the new Koha ILS. Jennie Vosen
9/23/2010	<u>Department Head Meeting</u> : Casselle upgrades & focus group, Operating Budget Income, Electronic Communications Policy. Pamela
9/24/2010	<u>CCBC Shorts - Webinar (Great New Picture Books)</u> : Booktalks of highly recommended picture books for one on one sharing and storytime. Also presented non-fiction titles for young children. Svetha
9/24/2010	<u>SCLS Workshop: Serving At-Risk and Pregnant Teens</u> : Maryann Mori, a leader in the field, presented an all-day workshop on serving at-risk and pregnant teens. Much of the focus was on teaching early literacy skills, which is a passion of mine. Ms. Mori shared her own experiences with setting up programs and gave ideas on how to effectively implement new outreach. Amanda
9/27/2010	<u>Casselle Focus Group</u> Pamela
9/28/2010	<u>American Library Association Webinar: Defending the Right to Read</u> : Experts on intellectual freedom, including Pat Scales and Judy Blume, presented information and background on different facets of censorship and defending patrons' rights to read. Amanda
9/28/2010	<u>Bookletters Webinar</u> : Previewed a user product: "Bookletters." Online content that is easily customized for an individual library. Marketing products include: bibliographies, booklists, newsletters and book discussion/programming alerts, using our website and social networking tools, listservs and email blasts. Pamela, Liz and Patrick

9/28/2010	DPI Vista Project Orientation : Presented an informal roundtable discussion with Americorps Vistas (Volunteers In Service Training Assistantships) who have been placed in public libraries. Discussed collaboration possibilities between schools and public libraries. Svetha Hetzler
9/28/2010	Koha PAC webinar : Introduction to Koha PAC Jean Javenkoski, Jenny Vosen
9/29/2010	Koha Patron Records webinar : Introduction to Koha Patron Records. Cindy Zellers, Karen Kilroy-Sikkema, Kathy Hutchison, Diane Medcalf
9/29/2010	CCBC Charlotte Zolotow Lecture : This was the CCBC's annual Charlotte Zolotow lecture. This year's speaker was Susan Patron (Newbery Medal winning author of the controversial book Higher Power of Lucky). The Friends of the CCBC, of which I am the Treasurer, hosted a reception before the lecture. Amanda
9/30/2010	SCLS Administrative Council : Accepted an updated ILS Cataloging Contract to reflect new governance and new ILS. Reviewed and accepted new SCLS budget and plan for 2011, to reflect the separation of ILS and non-ILS technology services. Learned that talking points for new ILS will be available in November; we can add new titles to Koha between December 24th and January 7th; and that the system will be down Fri-Sun. before the migration. Pamela
9/30/2010	Common Council--Budget 2011 : Finance Committee and Department Heads were present. Lehman presented the estimated financial shortfall of over \$1 mil., based on reduced income and non-discretionary increases. Discussion focused on how to close the gap. Raise taxes? Cut programs? Pamela

5. LIBRARIANS' REPORTS

Liz Dannenbaum, Head of Adult Services

Walker Evans, our fall practicum student, has been a great asset from the get-go; he does an excellent job staffing the Reference Desk and he is working on a class about ebook readers & Overdrive to be offered in November.

We were a little “over programmed” this month; almost too many library programs for adults to choose from in September with all the great origami workshops and especially Japan for a Day. Kudos to Jenny Carr, though, for bringing in such good numbers for the book discussions!

Rebecca Van Dan, Head of Young Adult Services

In September, we added a few new teen volunteers, gave a tour to a group of Kromrey ELL students, and worked on reading and rating LSTA grants. Weeding was a priority this month and we did a second hand-weeding of teen hardcovers this month as well as withdrawing all the Spanish VHS titles. (all other VHS titles in library were already withdrawn.) We had a few calls from other libraries regarding teen programs (requests for our teen band contacts to play at other libraries, mehndi recipes, etc.), and we investigated the possibility of having a geocaching program for next summer. Publicity was sent out for origami programs as well as the teen programs, and our Books & Brownies program was a bit more labor intensive this



month as we did a mini-Hunger Games competition as well as a discussion. Looking ahead on the calendar, we started to book meeting rooms and mark the events calendar for Jan-May programs. Displays this month: Pranksters, Banned Books.

Svetha Hetzler, Head of Children's Librarian

September was a very busy month for children's services. We began our fall storytime session, after school programming, parent-child workshops, and Saturday programming. All have seen healthy attendance. The Yoga and Stories program was offered for the first time on a Saturday afternoon this month.

We have all taken part in the Koha training sessions. As of now, Kathy has one more webinar to attend and Sarah Goebel and I have 2 more left.

We spent a lot of time ordering materials for all areas of our collection in an effort to wind down our purchasing by the end of the year before the Koha migration takes place.

Fliers for November and December programs were created and are now on display and on our website. I have also started to schedule events for 2011, including a Saturday morning chess club which will meet monthly.

Please & Thank You: Books About Manners is a booklist that is now available online and as a bookmark for patrons to take. I also recently created 2 booklists for Portal Wisconsin.Org which is a non-profit web site created by the Cultural Coalition to promote culture, arts, humanities and history in Wisconsin. The booklists created for their website are *Farming in Wisconsin: Books for Children* and *Foods in Wisconsin: Books for Children*.



Book displays for the month featured *Back to School* and *Banned Books*. It's always interesting to hear patrons' surprised reactions at some of the banned book titles!

Patrick Williams, Head of Information Technology

Four new "green PC" Internet stations along south wall in the children's area were added. They have the full compliment of software, just as the PCs do in the lower level, and will benefit parents with small children needing access, as well as older children needing word processing. They do have a site filter to block adult content sites.

Alongside the new Children's Internet stations is a new 'tween game PC, as well as the existing early learning station PC.

The three express stations upstairs (on the center island of stations) have been replaced with the new "green" PCs. They have updated software, but the web browser will still time out after 10 minutes.

Elizabeth Bauer, Head of Circulation Services

Circulation staff attended 11 Koha training webinars in September working around scheduled circulation desk shifts; circulation staff was required to attend sessions on patron records, PAC (Public Access Catalog – what we currently know as LINKcat), general circulation, and codes. These webinars are also, now, archived on line, so that page staff can view. SCLS Automation staff has also provided us with a training database to log into and get acquainted with the features of Koha. We are getting excited about the advent of the new ILS in January 2011; we have waited years for this, and the current DYNIX system is quite geriatric!

Sunday hours resumed in September as did increases in the numbers of holds that are processed, fall programming at every level, and overall circulation in general; we remain, as always, very busy.

I attended a South Central Library System (SCLS) workshop on how to run, focus and facilitate, and attend a successful meeting; I came away with some valuable information, to pass on to our staff, about planning and running successful meetings and defining an outcome-based agenda. I was very encouraged that Middleton Public Library meetings are pretty focused, and we use effective strategies, but there is always room for improvement. The facilitator was Jeffrey Russell, Russell Consulting, Inc., who gave a presentation at a recent Library Inservice; Jeff is a very engaging speaker and his presentations are organized and very informative.

Public Computer Usage:	Number of Computers Logged: 39
Number of Days Open: 28	
Total Sessions: 9,452	Total Hours Used: 4,355
Total Printed Sides: 24,413 (plus 74 pages color)	627 Walk-in laptop WI-FI access sessions

Sarah Hartman, Technical Services Librarian

I was able to attend most of the Koha training webinars this month and have spent some time playing around with the test database. The cataloging module still needs quite a bit of work, so it is hard to say exactly what things will be like come January when we migrate. Next month’s hands-on training will hopefully be more helpful in that respect. From what I’ve seen, I expect adding a record to take longer in Koha than it does in Dynix due to the way the forms are set up. Hopefully SCLS Automation will find ways to make data entry more efficient.

We were granted 160 page hours to use for RFID tagging existing collections. We currently have one page tagging the teen book collections, and so far that is going well. In order to expand tagging efforts, a second roaming cart using SCLS equipment will be necessary. We hope to have one ready to go by mid-October.

Amanda Struckmeyer, Youth Services Librarian

This month, I continued a weeding project in the juvenile nonfiction area and continued ordering materials for several areas, including juvenile fiction and nonfiction, software, and paperback fiction.

Our summer statistics were counted; 'tween (ages 8-12) participation was strong with 540 registrations and 191 finishers.

Fall programming started up this month. I've had a great response to our new homeschooling workshops in particular. For the most recent DIY station, I created five original activities, and we had 87 participants.

I worked with Mark Ibach of SCLS quite a bit this month to create promotional materials for a new database subscription (A to Z Maps Online). These materials will be distributed in the library and in schools.

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. This month, the Cooperative Children's Book Center hosted the annual Charlotte Zolotow lecture; as a Board member, I had a role in planning and facilitating the events surrounding the lecture.

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. Between conferences (January and June), this involves communicating with committee chairs and the ALSC Board of Directors to answer questions, assist with procedures and planning, and oversee committee activity.



6. DIRECTOR'S REPORT

Library Use for September 2010 exceeds 2009:

- **September's total circulation activity is up by 1.5%** compared to last year's.
- Year to date **circulation is up by 1.5%**.
- The number of items we **Borrowed and Loaned is at an all time high!** We loaned to other LINK libraries 18,665 and requested 19,804 items for our patrons. The sharing of resources between LINK libraries is a
- **Small meeting room use** jumped from 486 hours to 626 hours this past month.
- We continue to **issue new library cards** at a steady rate. Last month we handed out 126 cards, the majority were adults.

We addressed several maintenance issues, including areas where rust has taken over. Mark Goad, together with public works, repaired and painted the railings at the staff entrance.



The emergency door on the east side also needed replacing and the back entrance door will get a needed coat of paint.

Repairs and part replacements of our 20-year-old air handling units were also on the building maintenance list.

Public works scheduled a much needed resurfacing project & restriping of the Library Parking Lot and Terrace Parking lot, to fix the problems experienced from last summer's job.

7. AGENDA OVERVIEW

Update on the Communication Tower

Plan Commission chose the south side of the library, due to utility restrictions on the east side location. South Central Library System's building consultant and graphic artist, Deb Haeffner has agreed to work with Chief Keil and I on a plan to screen the lower section of the tower, to soften the look for those approaching the Library from the south side, e.g. Terrace Parking Lot users. The library board will have an opportunity to review the plans at a future meeting.

Financial Update:

Middleton Public Library's bookdrop is
The "Perfect Storm" for making use of today's Library Technology

Radio Frequency Identification Device (RFID)

Overflowing bookdrop / Damaged books / Delay in reshelving books



The Library's only 2011 Capital Improvement Project is a request for \$180,000 for:

RFID Implementation Project involves technology designed to automate circulation; provide a mechanism for conducting inventory; and modernize the security system for library collections. Efficiencies are many, as demonstrated at the Sun Prairie Public Library. (Verona Public and branches of the Madison Public are among the other libraries also in the midst of converted their collections.) Using a combination of computer chip & antenna this technology offers an efficient method of automatic check-in and auto sort functions. Check-in and sorting occurs as library items pass through the book return, onto a conveyor belt, and are sorted into bins. The quick checkout function will benefit both staff and library users, by allowing bulk scanning versus single item scanning. The system's inventory option is performed using a wand, reducing the need to physically remove the books from the shelves. The RFID security module works simultaneously with check-in and check-out, and will achieve higher accuracy than our present system. Phase I involves attaching computer chips to each individual library item and assigning it to the item's bibliographic record. Costs include the computer chips (RFID tags) and equipment for linking the book to the computer record (RFID reader, antennae, software & pad). Library board of trustees dedicated gift funds to support this first phase. Phase II would allow RFID transactions at self checkout, checkout & manual checkin. Phase III is the complete automated materials handling system: installing new security gates, conveyor belts, book sorting bins, and electronic book drops/chutes with smoke and fire detection.

Middleton Public Library's circulation reached over 794,000 last year and continues to climb at a rate of 5.1%. **Projected circulation is over 1 million by 2014, a 25% increase in 5 years.** Repetitive circulation tasks performed by library Pages would realize a reduction of 25% -50%, offsetting the growing need for more staff to handle the volume. **Anticipated payback period of this investment is 4-5 years.** On days following our closed dates (Monday mornings or after a holiday) the book drop bin overflows and the door plugs up, preventing patrons from returning library materials. Consequently, staff has resorted to removing the book bin to allow materials to drop to a pad on the floor of the book drop, **significantly increasing damage to our materials.** RFID will bring orderliness to this particular step in circulation services, thus saving time and money. In the spring of 2010, the Library Board of Trustees recognized the growing need to address these issues and dedicated \$32,000 to launch Phase I of this project. RFID is a proven technology which increases efficiency through streamlined processes. Obviously, the more libraries using this method, the greater the impact. As the second busiest library in Dane county, it is in the best interest of the library system, as a whole, that Middleton acts as a partner. The vendor, ITG, has been our reliable company that supports our self checkout stations; and is the chosen vendor for all the libraries across the system.

Dedication Event for the *Join The Fold* event on December 2nd at 6:30 p.m.

Library board planning for this community event, such as: Final installation, Participation recognition, paperfolding film (featuring some of Ruthanne's work), promotion, music, and donor recognition.





Finding common ground: Japanese graphic novels! Japan For The Day—Sept. 20th



Wisconsin Chiba Goodwill Delegation visit the National Mustard Museum, hosted by the Library Board and funded by Friends of the Library.

Update from the Personnel Sub-committee: (President Marjorie Kozich)