



June 2018 Report

Presented at the July 10, 2018 Library Board Meeting

1. STATISTICS

Circulation:	Adult	YA	Juv.	Total	Year to Date
2018	34,170	5,045	30,404	69,619	369,308
2017	35,288	4,635	27,992	67,915	367,394
2016	34,255	4,745	26,567	65,567	323,110*

*2016 YTD numbers are impacted by the February roof repair closure

Self-Service checkouts:

	Unit 1	Unit 2	Unit 3	Mobile	Total	%of total
2018	15,273	7,662	13,982	76	36,993	53.1%
2017	14,500	7,433	10,799		32,732	48.2%
2016	14,086	7,099	10,293		31,478	48%

Library cards issued:

	Adult	Juv.	Sr.	Online	Total
2018	113	80	2	33	228
2017	130	76	5	29	240
2016	126	70	10	0	206

LINK libraries:	Loaned to	Borrowed from	Interlibrary loans
2018	17,913	18,966	96
2017	18,719	18,812	70
2016	17,673	18,252	83

	Visits	Study Rooms Use	Fax Use	WIFI
2018	35,740	579.75 Hrs / 432 Bookings	61 users / 339 p.	10,352 sessions
2017	34,853	564.75 Hrs / 404 Bookings	55 users / 188 p.	7,383 sessions
2016	33,763	554 Hrs / 366 Bookings	61 users / 168 p.	6,226 sessions

2. LIBRARY PROGRAMS / TOURS / PROMOTIONAL ACTIVITIES

Date	Program	Attendance
6/1/2018	DIY Craft - Where's Waldo? (DIY) : Demonstrator, Tiffani & YS Staff	120
6/1/2018	June CD of the Month Club : Demonstrator, Brendan	41
6/1/2018	Elm Lawn Elementary School Summer Reading Promo Visit (Outreach) : Demonstrator, Amy Perry	490
6/2/2018	Summer Reading Assistant Training : Demonstrator, Rebecca V, Amy P.	16
6/4/2018	Sunset Ridge Summer Reading Promo Visit (Outreach) : Demonstrator, Amy Perry	515

6/5/2018	<u>iPad Academy Part One</u> : Demonstrator, Amanda Brzeszkiewicz	12
6/5/2018	<u>Kromrey Middle School 6th Grade Summer Reading Promo visit</u> (Outreach) : Demonstrator, Amy Perry	80
6/5/2018	<u>Coding Club</u> : Demonstrator, Brian Miles	6
6/5/2018	<u>Big Kids Storytime - Music</u> : Demonstrator, Lori	20
6/5/2018	<u>Big Kids Storytime - Music</u> : Demonstrator, Lori	25
6/6/2018	<u>Agng with Energy and Authenticity</u> : Demonstrator, Pamela Phillips-Olson	40
6/6/2018	<u>Glacier Creek Middle School 6th Grade Summer Reading Promo</u> (Outreach) : Demonstrator, Amy Perry	55
6/6/2018	<u>Little Kids Storytime - Music</u> : Demonstrator, Tiffani	55
6/6/2018	<u>Little Kids Storytime - Music</u> : Demonstrator, Tiffani	45
6/6/2018	<u>DIY Craft - Father's Day Cards</u> (DIY) : Demonstrator, Tiffani & YS Staff	250
6/7/2018	<u>Tiny Tots Storytime</u> : Demonstrator, Tiffani	35
6/7/2018	<u>Tiny Tots Storytime</u> : Demonstrator, Tiffani	35
6/7/2018	<u>Minecraft Club</u> : Demonstrator, Brian Miles	18
6/7/2018	<u>3DSwitch Club</u> : Demonstrator, Chris & Jill	10
6/7/2018	<u>Adult Craft Event: Suminiqashi with Theresa Kim</u> : Demonstrator, Theresa Kim	22
6/8/2018	<u>Baby Lapsit Storytime</u> : Demonstrator, Lori	30
6/11/2018	<u>Computer Science Club</u> : Demonstrator, Brian Miles	15
6/12/2018	<u>Computer Science Club</u> : Demonstrator, Brian Miles	19
6/12/2018	<u>Big Kids Storytime - Pirates</u> : Demonstrator, Lori	65
6/12/2018	<u>Big Kids Storytime - Pirates</u> : Demonstrator, Lori	48
6/12/2018	<u>'Tween Yoga</u> : Demonstrator, little om, BIG OM - Jamie	24
6/12/2018	<u>Techno Minutes</u> : Demonstrator, Amanda Brzeszkiewicz	1
6/13/2018	<u>Computer Science Club</u> : Demonstrator, Brian Miles	13
6/13/2018	<u>Little Kids Storytime - Pirates</u> : Demonstrator, Tiffani	45
6/13/2018	<u>Little Kids Storytime - Pirates</u> : Demonstrator, Tiffani	38
6/13/2018	<u>Book Bunch & Lunch: Harry Potter and the Sorcerer's Stone</u> : Demonstrator, Lori	50
6/13/2018	<u>'Tween Dungeons & Dragons</u> : Demonstrator, Travis Mueller	5
6/13/2018	<u>Mindfulness Practices for Women</u> : Demonstrator, Mare Chapman, M.A.	42
6/14/2018	<u>Minute to Win It</u> : Demonstrator, Rebecca V.	16
6/14/2018	<u>Splash Pad</u> (Outreach) : Demonstrator, Amy Perry & Jen Das	129
6/14/2018	<u>Computer Science Club</u> : Demonstrator, Brian Miles	16
6/14/2018	<u>Tiny Tots Storytime</u> : Demonstrator, Tiffani	45
6/14/2018	<u>Tiny Tots Storytime</u> : Demonstrator, Tiffani	35

6/14/2018	Minecraft Club : Demonstrator, Brian Miles	12
6/14/2018	Drop-In Techno Minutes : Demonstrator, Amanda Brzeszkiewicz	1
6/14/2018	Memory Screenings : Demonstrator, Andrea Garn, Aging and Disability Resource Center	7
6/15/2018	Computer Science Club : Demonstrator, Brian Miles	12
6/15/2018	Baby Lapsit Storytime : Demonstrator, Lori	36
6/15/2018	David Landau in Concert : Demonstrator, David Landau	150
6/15/2018	KEVA Camp Storytime (Outreach) : Demonstrator, Amy Perry	60
6/16/2018	Cops & Bobbers (Outreach) : Demonstrator, Amy Perry & Tiffani Roltgen	252
6/19/2018	Youth Center Summer Camp (Outreach) : Demonstrator, Amy Perry	60
6/19/2018	Big Kids Storytime - Math : Demonstrator, Lori	55
6/19/2018	Big Kids Storytime - Math : Demonstrator, Lori	64
6/19/2018	'Tween Yoga : Demonstrator, Jamie, little om BIG OM	20
6/20/2018	Little Kids Storytime - Summer : Demonstrator, Tiffani	40
6/20/2018	Little Kids Storytime - Summer : Demonstrator, Tiffani	32
6/20/2018	Book Bunch & Lunch: Harry Potter and the Sorcerer's Stone : Demonstrator, Lori	42
6/20/2018	'Tween Dungeons & Dragons : Demonstrator, Travis Mueller	6
6/20/2018	Teen Tie Dye : Demonstrator, Rebecca V.	16
6/20/2018	Voss Haus (Senior and Disabled Section 8 Subsidy) (Outreach) : Demonstrator, Amy Perry	33
6/20/2018	DIY Craft - Pirate Maps (DIY) : Demonstrator, Tiffani & YS Staff	81
6/21/2018	Tiny Tots Storytime : Demonstrator, Tiffani	18
6/21/2018	Tiny Tots Storytime : Demonstrator, Tiffani	60
6/21/2018	International Day of Yoga Celebration (Outreach) : Demonstrator, Amy Perry, Katie Ganser, Rebecca Price, yoga instructors	7
6/21/2018	Adult Book Discussion : Demonstrator, Jenny Carr	30
6/21/2018	Minecraft Club : Demonstrator, Brian Miles	17
6/22/2018	Baby Lapsit Storytime : Demonstrator, Lori	30
6/22/2018	Middleton Outreach Ministry (Outreach) : Demonstrator, Amy Perry and Anny Puser	36
6/22/2018	Laura Doherty in Cocnert : Demonstrator, Laura Doherty	100
6/25/2018	Splash Pad (Outreach) : Demonstrator, Amy Perry & Katie Ganser	175
6/25/2018	Evening Storytime: Flashlights : Demonstrator, Lori	42
6/26/2018	Big Kids Storytime - Summer : Demonstrator, Lori	70
6/26/2018	Big Kids Storytime - Summer : Demonstrator, Lori	100
6/26/2018	'Tween Yoga : Demonstrator, Mia, little om BIG OM	30
6/26/2018	Drop-in Job Help : Demonstrator, Jon Krueger, Dane Co. Job Center	1

6/26/2018	<u>Jason Fletcher Author Event: The Genome Factor</u> : Demonstrator, Jason Fletcher, UW Professor. Doug Moe, journalist	68
6/27/2018	<u>Little Kids Storytime - Red, White, & Blue</u> : Demonstrator, Tiffani	17
6/27/2018	<u>Little Kids Storytime - Red, White, & Blue</u> : Demonstrator, Tiffani	35
6/27/2018	<u>Book Bunch & Lunch: Week 3</u> : Demonstrator, Lori	34
6/27/2018	<u>Slide Into a Good Book @ Springtree Apartments</u> (Outreach) : Demonstrator, Amy Perry & Ann O'Rourke (Sauk Trail Librarian)	45
6/27/2018	<u>Artisan Assisted Living & Memory Care/Time of Wonder Storytime</u> (Outreach) : Demonstrator, Amy Perry	25
6/28/2018	<u>Greenway Station Playdate Series #1</u> (Outreach) : Demonstrator, Amy Perry, Lori Bell, Tiffani Rolgten, Brendan Faherty, Jean Devore (volunteer)	208
6/28/2018	<u>Murder Mystery for teens</u> : Demonstrator, Rebecca V.	18
6/29/2018	<u>Baby Lapsit Storytime</u> : Demonstrator, Lori	36
6/30/2018	<u>Jim Gill in Concert</u> : Demonstrator, Jim Gill	112
	Number of Programs / Total Attendance	
	Children's	59 / 4218
	Teens	8 / 271
	Adults/Friends/Other/All Ages	14 / 330
	Grand Total	81 / 4819
	DIY/Passive Program Total (this number included in totals above)	3 / 451
	Outreach Program Total (this number included in totals above)	15 / 2170
	Literacy/Reading Program Total (this number included in totals above)	0 / 0
	Media/Promo Total (this number is NOT included in totals above)	0 / 0

3. STAFF DEVELOPMENT: MEETINGS AND CONTINUING EDUCATION

Date	Department	Staff	Title
6/1/2018	Other/All	Jim	<u>Beyond the Page Oversight Committee</u>
6/7/2018	Administration	Jenny Carr	<u>PAC Subcommittee Meeting</u>
6/15/2018	Adult Services	Jim	<u>Dementia Friendly Community Coalition</u>
6/22/2018	Administration	Katie G.	<u>Unique Management Services Meeting</u>

4. JUNE PHOTO HIGHLIGHTS



Top: Laura Doherty, Evening Storytime, Outreach at Splash Pad, Big Kids Storytime
 2nd: Suminigashi, Summer Reading Program Sign-Up, Little Kids Storytime
 3rd: Teen Murder Mystery, Teen Tie-Dye, Little Om Big Om, Jim Gill Concert
 Bottom: Outreach at Greenway, Outreach at Springtree, Book Bunch and Lunch – Hats

5. DIRECTOR'S REPORT

Staff & Library Board Development

June welcomed a new slate of officers on the Library Board.

2017-2018	Library Board Slate of Officers
President	Cynthia Zellars
Vice President	Robert Burck
Secretary	Courtney Ward-Reichard
Treasurer	MaryBeth Paulisse

ALA 2018 in NOLA was a conference to remember! Rebecca Light and I will be presenting applicable highlights at the July Library Board meeting. The quality of this conference was top-notch and validated how important continuing education is in our fast paced and constantly changing profession (not to mention loads of fun, inspiring, and invigorating!).

The shining stars of June have been our outstanding staff. As you can see from the above statistics and below reports, Middleton is lucky to employ such amazing and dedicated people. From technology innovations and record breaking statistics, to a new teen volunteer crew and creative programming – it is easy to see how Middleton Public Library is a leader in the SCLS and state of WI!

Budget

Preliminary budget numbers for capitol requests, personnel requests, and operations increases are due at the end of July. Capitol requests will include the items that were not approved last year, including paint. Personnel requests will be similar to 2017 and 2018, with a focus on expanding our Outreach Services and rebuilding the support for Youth Services with a position focused on technology. Operations increases are mostly due to small increases in the cost of vendors and contracts. This will be approved in its entirety at the August meeting.

5. LIBRARIANS' REPORTS

Patrick Williams, Head of Information Technology

Our BadgerNet connection to the South Central Library System network was switched to a VPN over a cable modem. Middleton is no longer eligible to use BadgerNet, as its rules mandate it must be the primary Internet connection for a library. Our MUFN connection is ours, and is far faster; however it does not directly connect to, nor is managed by SCLS. This changeover affects only a handful of devices remaining on the SCLS network. The majority of the staff stations, all of the public stations and all WIFI devices use our locally managed fiber Internet connection.

Per schedule, clone-able system images of our public and staff stations, self-checks, print station, fax/scan station, and all of our servers were compiled and put in both offline and offsite storage. Server data is also duplicated on fireproof drive storage nightly. A few systems were cloned to hardware spares for quick swap-out, should a heavily used one, such as our public print station, die suddenly. A few other older utility computers were retired, and their chores, such as the thermal people counter database, were moved to a virtual machine on our server.

Rebecca Van Dan, Head of Youth Services

SRP/Teen Volunteers: Summer is in full swing and the library has been busy! We have over 1500 children and over 200 teens registered so far for the Summer Reading program—kudos to our amazing teen volunteers for covering the Summer Reading Station and promoting the reading program with such enthusiasm! Kudos also to our fantastic Youth Services team for juggling the huge waves of people with ready smiles, great DIY crafts, and fun displays. A lot of my time this month has been consumed by volunteer training, responding to shift changes, missed shifts, calendar questions, etc.. Toward the end of the month, I also made 2 simple surveys for the teen summer volunteers: one to get feedback on how to improve the volunteer program/ check preferences for a volunteer appreciation event and the second to get feedback regarding a Dystopian Challenge we would like to do in the fall. Volunteers have also been

taking on all of our craft prep work, toy cleaning, and any other odd jobs we could find to occupy them.

Events: We've been in contact this month with a student-run Girls Coding Club to set up a space at the library for them to meet, provide equipment with downloaded apps, and to help them advertise. We've also been working with Julie Esenther to create a newsletter of events for PotterFest in August, and to work out more details on the Azkaban Escape Room. June events went very well! A lot of the teens hadn't heard of Minute to Win It before, but they loved the activities and requested another one soon. The Murder Mystery was also a lot of fun as participants put a lot of effort into acting out their characters and naming their suspect in Official Crime Reports. Work began this month on the Sept-Oct event brochures, room reservations, and confirming with presenters in order to have the brochures ready for approval at the July 9th TAC meeting.

Professional Development/Managment: I was notified this month that I was accepted for LDI (Leadership Development Institute), a three-day training in Aug. that had an application/essays process for admission. I also submitted a grant request to SCLS to cover half the registration cost (approved.) Amy and I also worked together this month to create the Aug. Help Desk schedule and I'll be taking over desk scheduling and sub supervision for Sept.

Displays: I am Me: No Excuses, No Regrets (LGBTQ Pride Month), Rock Read Repeat

Sarah Hartman, Head of Technical Services
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We added 1,558 items this month, a little lower than average but as expected given the higher than average month we had in May in preparation for summer reading. Lori and I started the children's non-fiction standardization project, with invaluable assistance from Reference Desk staff member Trevor and a former Tech Services employee we are very lucky was interested in volunteering to help us out. This extensive project will take months, but we have worked out an efficient system that will keep weekly batches of books out of circulation for only two days. We are feeling good about finally getting inconsistencies cleaned up.

In addition, I spent some time with our practicum student Hannah, teaching her how to use collectionHQ to run weeding reports. Rebecca L. and I have also been assisting her in creating

an adult craft event in July, which is shaping up nicely and should be a lot of fun. I have always found it rewarding to mentor future librarians, and I am glad we are getting more practicum students in Adult Services again.

Jim Ramsey, Head of Adult Services

My programming highlight this month was an author visit by UW-Madison sociology professor Jason Fletcher on June 26th. There is nothing unusual about us hosting a professor for an author event, but this program was notable because it came about relatively last-minute as a result of our close partnership with Mystery to Me bookstore. The event, a unique interview-style book talk featuring well-known Madison journalist Doug Moe, was the fifth this year in which we collaborated with the bookstore. Our reputation for well-attended events with engaged and curious audiences, along with construction on Monroe Street where the bookstore is located, helped us land the event. I look forward to many more partnerships with MtM, even after the road construction is completed.

Summer tutoring season is in full swing, which means the lower level study rooms are in high demand. All of our reference desk staff are doing a great job juggling the demands of scheduling and tracking appointments for dozens of patrons every day. The study rooms are a valued resource in the community, and I can attest that their popularity has grown over the years I've been working the desk.

Our UW-Madison iSchool student intern, Hannah Majewska, is about half-way through her summer practicum placement at the lower-level reference desk. In early July, she'll lead an adult craft event in which she'll instruct up to 30 participants in making paper wreaths out of the pages of old books. Sarah Hartman and Rebecca Light have been working closely with Hannah to develop the program, and both of them will be on hand the evening of the class. For the remainder of her time here, Hannah will be working on a much-needed weeding project in the adult fiction collection.

Our two library assistants, Donna Loretta and Jennifer Senn, deserve special recognition for the great printed publicity and supplemental material they've been creating. Donna created an informational bookmark on local history resources available from the Middleton Area Historical

Society; and Jenn has created a series of bookmarks to encourage patrons to engage with Public Television's Great American Read project, an ongoing series that asks Americans to reflect on a list of 100 important books chosen by a national survey.

Brendan Faherty, Head of Circulation

June sees the Circulation Desk at its busiest! Our new staff are getting up to speed quickly and all of us are reminded once again how popular our services are in the summer months. The Summer Reading Program kicked off on the last day of school, June 8th, but didn't really get rolling until the following Monday (the 11th), when we hit a mark of 4,282 items checked out for the day. That total is our highest single-day total in exactly five years (June 10th, 2013)! Of course, we also checked in over 5,000 items, bringing our total materials usage for the day to nearly 10,000 items. Staff (and patrons) have kept up the volume while still providing excellent customer service.

I am also participating with the HGA Design Team in planning for changes within the library. Personally, I am really looking forward to what can become of the current service desk alignment/model, and how we can maximize our space to better serve our patrons.

Amy Perry, Outreach Services Librarian

So much work has been completed leading up to June with preparing for summer outreach and the Summer Reading Program (SRP) that it is exciting to see it all in action now. I completed promo visits to elementary schools and middle schools in June. Over 3,200 students heard about the Summer Reading Program from me, Lori, or Rebecca! It's super awesome when I notice kids who recognize me from these visits. Also, I'm happy to report our SRP #'s are already up by at least 200 kiddos this summer!

This month also had two Splash Pad visits so far. I'm happy to report that attendance for these were the highest they've been since starting these Splash Pad visit in 2015. I even connected with the summer school site at Sauk Trail and set up a visit by them to the library's Splash Pad day. It's easy for them to walk to the Splash Pad so they made a field trip out of it. Luckily I

knew they were visiting so I brought more withdrawn books for them to choose from since there were 40 students total.

The first of five Greenway Station Playdate events took place in June. This event is a big one for me and always takes a lot of time to prep for it and I couldn't do this event without the help of my awesome coworkers Lori Bell, Tiffani Roltgen, and Brendan Faherty. It's great that Greenway sees the value in partnering with the library.

This month also saw the start of the Slide Into a Good Book partner event with the Middleton Cross Plains School District librarians. These are such wonderful collaborative events with the school district, which connects students with their school and the public library during the summer months.

Lori Bell, Children's Services Librarian

Between a Summer Reading Program already set to break records, incredible attendance numbers at my special and weekly events, and the sheer volume of people in the library at any given moment, it is clear that summer is here! Musicians David Landau, Laura Doherty, and Jim Gill each drew over 100 people at their concerts. Weekly programs such as Storytime, Book Bunch & Lunch, and Tween Yoga have also enjoyed high attendance. More importantly, patrons of all ages just seem to be having really good experiences at the library this summer.

The re-cataloging project designed to bring consistency to the Children's non-fiction collection is moving along very well. Sarah Hartman, her Technical Services team, and I are able to correct and reprocess approximately 80 books a week. Although this is a large project that will take some time to complete, the end result of a fully consistent collection will benefit both the children's department and the library and make future cataloging less time-consuming.

Rebecca Light, Administrative Librarian

Sarah Hartman and I welcomed a new adult craft presenter, Theresa Kim, who taught a session

in June on Suminigashi, a style of Japanese marbled printing in water. The results were truly magical, as promised! Theresa is a life and art coach who focuses on building joy in the process of creating art. This is something Sarah and I always try to stress in our events, and Theresa demonstrated this beautifully. I love to watch the transformation of participants from “Am I doing this right?” to adventuring beyond “the rules.” We’ll definitely have Theresa back for future events.

The highlight of the month was an incredible experience with Jocelyne in New Orleans at the American Library Association annual conference. It was a whirlwind of inspiration, new ideas, meeting new people, and lots of fun! The whole city of New Orleans seemed to know that “the librarians” were in town, and it is indeed a powerful experience to meet over 17,000 librarians in one place! Featured speakers included Michelle Obama and Doris Kearns Goodwin. I feel so lucky to be able to take part in staff development opportunities like this. Jocelyne and I are excited to share our conference highlights with you!

Jenny Carr, Acquisitions Librarian