

Administrative and Staff Reports for October 11, 2018

Bruce Gay, Library Director

- 1. Art Reception:** The Library hosted a reception on Saturday, October 6 after closing to celebrate our newest addition to the Public Art Collection, the crane mobile, by artist Tom Rauschke. The large-scale mobile really energizes the Library's reading room! The piece was possible through generous donations from Tony and Andrea Bryant and the Donald J., and Betty Lou Tikalsky Community Fund, part of the Waukesha County Community Foundation.
- 2. Strategic Planning:** The Strategic Planning Steering Team and library managers met the afternoon of September 19 to create the outline of a plan for implementation. WiLS staff wrote a draft plan I am in the process of reviewing for the Steering Team. I expect a plan for board approval in November.
- 3. 2019 Budget:** On September 19, the Common Council approved the 2019 CIP Budget after some discussion. The Library's CIP items were approved unanimously without comment from the Council. On September 27, the 2019 Operating Budget was presented for an initial high-level review by the Common Council Finance Committee. The Library presents its operating budget to the Finance Committee on Tuesday, October 9.
- 4. Library Design Institute:** I attended *Library Journal's* 2019 Library Design Institute on Friday, September 21 in the Minneapolis Central Library. The institute presented case studies of library's looking at new buildings or expansions in the morning. I attended a workshop about Madison Public Library's plans for a new Eastside library. During the workshop participants went over issues Madison is facing on how to best site the new building, how to incorporate it into the existing park, and how to add a co-located outside organization. The afternoon included a time when attendees could work with an architect; unfortunately, as there were over 80 attendees, there was very little time for any in-depth discussion.
- 5. Library dinners:** I attended the Bridges Library System Trustee dinner on October 2 and spoke at a Lioness Dinner on October 3, at which the library received a check for \$250. Trustees Melissa Baxter and Carol Lombardi attended the Bridges dinner.
- 6. Meetings:** The Library Development and Legislation (LD&L) committee met on September 28 in Madison. The primary topic was the upcoming biennial budget season and how libraries could be affected. WLA and LD&L is requesting additional system funding in the next biennium. The Friends of the Library board met on September 17.

John Klima, Assistant Director

- 1. Tech Days East:** I attended Tech Days East at the Fitchburg Public Library. Jason Griffey—founder of Evenly Distributed, a technology consulting firm for libraries and museums, an associate fellow at Harvard University, and former Associate Professor at the University of Tennessee at Chattanooga—gave the opening talk and highlighted five near and future technologies: the Internet of Things, VR/AR, Blockchain, AI and Machine Learning, and Automation and Robotics. The talk was excellent if not a little disturbing about how much control we are giving over to technology. Griffey comes out of the library world so he had lots of good examples of how these ideas will impact libraries. In the afternoon I attended a session on VR (virtual reality) that I think would

be an excellent program to bring to WPL. The Edgerton Public Library brought in their bicycle-powered charging station, which would also be a cool addition to WPL. Yes, you pedal a bike to recharge your phone/smart device. I ended the day hearing about some of the digital resources available via the WPLC including Biblioboard (ebooks for small/independent/self publishers), Pressbooks (a service that helps people create ebooks out of their own work), the Wisconsin Author Project (a writing contest partnered with Biblioboard to find talented WI writers), and Libby (the new OverDrive app for reading ebooks).

2. **Public Computers:** We have ordered twelve public computers. This allows us to replace half of the first floor computers this year. We will replace the remainder in 2019.
3. **Friends Wine Tasting/Online Payments:** The Friends of Waukesha Public Library are hosting a wine tasting on November 4th. Initially online payments were not going through. After testing and working with the software company, the software works and accepts online payments for the event.
4. **School District WiFi:** Currently there are two School District Wi-Fi access points near the teen zone on the first floor. These devices allow students and staff to access their school accounts from inside the Library, which helps students trying to work on assignments. Unfortunately, the signal doesn't carry to other parts of the building. The School District is meeting with City IT to get additional access points installed on the second floor and in the community room to expand access to the school network to all of the building.

Carolyn Peil, Technical Services Manager

1. **Technical Services Activities:** Tracy Esser joined Technical Services on a permanent basis September 24th. She fills the 20-hour Page/Shelver position vacated by Sandy Grosh in June. Tracy has been working in Technical Services in a temporary "alternative work assignment" since June.

Zoo passes are now available for checkout. Here are the cases Technical Services used to package the passes for circulation.



Members of Technical Services, Adult Services and Children's Services talked with representatives from WT Cox on September 26th. WT Cox is a subscription service that would help us manage our periodical subscriptions. We have been dissatisfied with the customer service provided by EBSCO, our current supplier, and it may be time to consider changing vendors.

Therese Lyons, Circulation Supervisor

1. **Circulation Highlights:** In September, **80,277** items circulated. Checked in items totaled **53,170** and **9,205** holds were filled. Library card registrations totaled **360** and **28,243** visitors came to the Library to take advantage of the many programs and resources offered.

Zoo passes began circulating on Friday, September 14. Both were checked out before lunch!

We are receiving great feedback on the zoo passes. One Patron wrote: Have not been to the zoo in years...very impressive. Would go again. So grateful for this free service. It really helps the elderly with fixed income."

2. **Continuing Education:** On September 14, I attended a seminar by Ryan Dowd, a nationally known expert on working with people experiencing homelessness, entitled "The Librarian's Guide to Homelessness." His presentation provided valuable insight into the issues concerning homelessness and some of the resources available to assist with the issue.

I continue to attend presentations on Performance Evaluations presented by City Hall and review online resources on the same topic.

Kori Hall, Head of Program Development and Community Engagement

1. **Waukesha Reads Kickoff:** Waukesha Reads kicked off in September with two successful community events. On September 11, the Waukesha Reads team participated in the City's final Tribute Tuesday, hosting paper lantern making for kids and button making for teens in Cutler Park. The night ended with a rousing ZZ Top tribute band performance! We stayed for the entire evening, handing out free copies of *Everything I Never Told You* and telling everyone about Waukesha Reads. Someone reading our book was even featured in the next day's *Freeman*! By the end of the night, we had given out more than 400 books.

On Friday, September 14, our Waukesha Reads team attended the opening performance of *The Musical Comedy Murders of 1940* at the Civic Theatre. Volunteers gave away more than 100 books at the theatre, and also distributed books and program schedules downtown. Somehow, we managed to have perfect, rain-free nights for both of these events. What a great way to kick off Waukesha Reads!

Our first two Waukesha Reads events were featured at the end of the month. The ShaoLin Center welcomed us for a presentation by SiFu Steven C. Kleppe on the importance of family in Chinese martial arts. It was followed by a traditional (and very cool) Lion Dance, that the audience LOVED. Thirty-eight people attended.



The Library also held a Tai Chi class out in Cutler Park. It was a beautiful morning for some outside exercise! Pat Culotti from Enhancing Balance showed 28 participants some basic moves and talked about this ancient art.

- 1. Waukesha Public Library Dragon** September marked the first year of Waukesha Downtown Business Alliance's Wizards and Witches Scarecrow Festival! Staff members from Info Services, Children's and Circulation helped me create our Dragon Scarecrow. Our dragon is a Prefect in house Gryffindor at Hogwarts School of Witchcraft and



Wizardry and is located downtown on the corner of Main and Clinton Streets. Many downtown businesses created and mounted scarecrows for the festival. Our dragon is reading a *Waukesha Reads for Dragons* book, and is promoting the program by sporting Waukesha Reads buttons. Scarecrows will remain up throughout the downtown area until November 1. Any child that brings in a picture of themselves with the dragon will win a prize at the Children's desk. We hope to participate again next year!

- 2. United Way Campaign** This year I volunteered as the Library's United Way Ambassador for the City's fundraising campaign. The 2018 campaign runs September 25 through November 1, and I am hoping for a great response from staff again this year! We held our first Food Fundraiser event on October 3, and have planned a Jeans Week for October 15-18. We will also be adding in a Handmade Goodies Raffle filled with handmade items/food from staff. A final report will be submitted in October.
- 3. September Continuing Education** Several Librarians participated in continuing education in September. Carley Rymkus watched two additional SLJ Live webinars, "Reader's Advisory" and "Amplifying Teen Voices." She brought away some great new ideas about programming and reader's advisory after viewing these webinars.

Kathryn Weisbeck watched the "Fighting Consumer Fraud: ID Theft in Wisconsin" webinar. She brought away resources and tips for assisting customers in seeking information about consumer fraud.

Sara Byrnes attended the ReferenceUSA Conference in Omaha, NE. She spent several days learning about the different aspects of the ReferenceUSA database, and found that there are many features we do not use regularly. She has also been in contact with our local rep who provided additional resources and offers training sessions for staff.

Elizabeth Craft, the Library's Government Documents Librarian, has begun a Federal Depository Library Program (FDLP) Coordinator Certificate Program held by the Government Publishing Office's (GOP) Training Assistance Center. This online program teaches FDLP coordinators how to manage government depository collections at their library. FDLP classes run September through December.

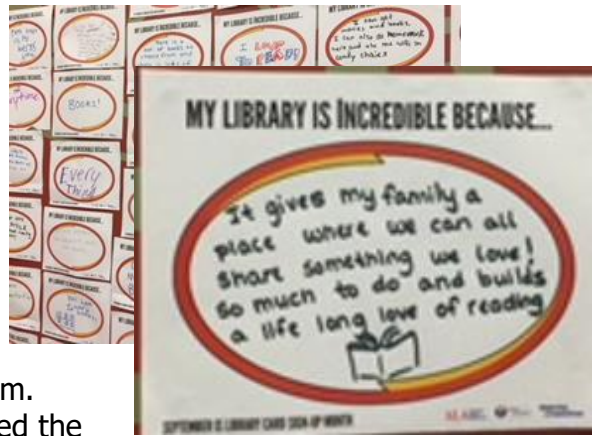
- 1. Programs for Children and Families:** We offered fewer programs in September, but it is exciting to see that attendance/participation was higher than last year.

We kicked-off our "Reading Without Walls" challenge in September. Children can register for the reading through next year and enter the three challenges as often as they'd like.

September was **Library Card Sign-up Month**. 152 people filled out a slip sharing why they think WPL is Incredible.

Library Associate, Olivia Langby recently connected with homeschool families and asked for program ideas that would interest them.

In September, 31 children and 14 adults attended the first "Homeschool Hangout" class. Using VanGogh as their inspiration, they created a variety of art pieces that graced the walls of the children's room during the month.



Each month we plan to "Journey Around the World" to a different country. In September, Chris shared information about his recent trip to Afghanistan. 12 children and 6 adults learned about the food, geography, and culture and enjoyed traditional bread and shish kabobs from this country.

- 2. Community Partnerships and Outreach:** Our families enjoyed a special storytime at the Library on September 18, complements of the Wisconsin Conservatory of Music. Children were read the delightful book, *Zin, Zin, a Violin*, and explored musical concepts with a child-sized violin.

147 people enjoyed the 3rd annual Family Block Party at the Library. This is a collaborative event put on by partners, WPL, Parent's Place, UW-Wisconsin Waukesha County and Safe Babies, Healthy Families (Easter Seals). Children and parents enjoyed a light breakfast and visits to the five early literacy stations.

Parent's Place and WPL are partnering to offer families Triple P Discussions and children's activities. While parents were learning how to deal with disobedience at the September class, children participated in a variety of literacy activities.

The Children's Department joined in the fun at the Waukesha Reads Kick-Off. Families stopping by the table could make a Chinese lantern when they picked up the companion title, "The Year of the Dog" by Grace Lin.

- 3. September School Visits:** 14 Kindergartners and 8 adults from Trinity Lutheran school stopped by for a tour and storytime.

Community Library Liaison, Michele Gagner has been busy visiting the afterschool programs at Hadfield and Whittier. She shares books and stories with approximately 20 kids at each school. Michele also represented WPL at the Whittier Back-to-School event.

30 Carroll University students came to the Library to learn more about some of the best children's literature and learn more about our teacher's resources.

- 4. Professional Development:**

- Library Associates, Kelli Cramer, Rachel Sharpe Brown and Olivia Langby attended the Tech Workshop at the Franklin Public Library. This was a great opportunity for staff to learn more about technologies shaping our future. The five that were discussed are 1) Internet of things (smart TV/watch/socks/etc), 2) Virtual and

Augmented Reality (Pokémon Go), 3) Blockchain, 4) AI (artificial intelligence) and Machine Learning and Robotics

- Library Associate, Chris Sturdevant and I attended an author visit at the Delafield Library. Author, Allison Varnes, spoke about her teaching background and her newly released book, *Property of the Rebel Librarian*. She also spoke at Randall Elementary School in Waukesha.

Jim LaPaz, Head of Building Operations
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1. **Meetings:** I was trained in the use of Narcan at the Police Station and am now considered a First Responder. I am keeping one package of it with me in the library.

I worked with Park/Rec, Fire, and Police to plan and carry out the September 11 tribute and concert. Before the event security and I patrolled the lot, admitted staff, guided emergency vehicles to their locations, and admitted the Freedom Riders.

2. **Incidents:** We had a great many teen issues for three straight days. Security broke up several fights on the playground.