



## Monarch Library System Report

June 2024

### Annual Audit Updates

Auditors worked with the system office and Winnefox to gather information from June 3<sup>rd</sup> through the 7<sup>th</sup>. We expect to present their report to the respectable Monarch Board of Trustees for approval in September before submitting it to DPI.

### Strategic Plan Proposal Updates

Per discussion in the last Board Meeting, additional samples of system plans facilitated by WiLS were shared with the full Board via email. A revised proposal, survey, and formalized mission statement will be presented to the Operations Committee and full Board for approval in upcoming meetings.

### WPLC Board Meeting Highlights

As a member of the WPLC Executive Board and their Budget Committee, I would like to share highlights of the Meeting held on June 10, 2024:

- WPLC Strategic Planning is underway. Focus Groups will be held, and stakeholders will be surveyed.
- The Board capped the Reserves Budget at \$50,000 and the R&D Budget at \$80,000; to allow rollover between R&D and Reserves after they are fully funded and to allow excess funds to be used for digital collection purchasing.
- The Strategic Planning process will include discussions of future buying pool amounts.
- The Board approved the Delivery Workgroup Budget resulting in substantially higher systems' contribution. Monarch's payment increased from \$17,955 to \$24,218.

### IMLS LSTA Funding

Dennis Nangle, Senior Program Officer from IMLS, working at the federal level to support funding and grants to the states, met with the Wisconsin DPI Team and System Directors on June 25<sup>th</sup>. I believe his visit helped validate the enormous impact and improvisation brought about in system and library services due to the IMLS LSTA funding. We hope it will steer more funds to Wisconsin libraries!

### Accounting Updates

- The 2025 library charges forecast was compiled.
- Information for the 2023 audit was provided and work began on the 2023 account reconciliation.

### **Staff Updates**

- Monarch welcomed Rachael Fealy-Layer as Cataloging and Database Assistant on June 10<sup>th</sup>. She will assist with cataloging cleanup and related bibliographic database projects. We are happy to have her on the team.
- The search continued for a Route 3 driver.

### **Statewide Participation and Other Collaboration**

- The WPLC Digital Archives Backup Workgroup reviewed onboarding library systems and handling abandoned files. Monarch will be a beta tester.
- The Statewide ILS Administrators' meeting included preparation for the 2024 annual reports and reviewed projects underway at each System.
- The WI/IL Innovative User Group included a company update, a Polaris Forum, and an introduction to LX Starter, the new tool to design and send emails.

### **Vega Promote**

- The new Vega marketing communications module will be ready for use by consortia in 2-3 months barring issues with LX Starter.

### **Polaris Resources**

- [New Pickup Area functionality](#)
- [Monarch2Go mobile app enhancements](#)
- [Resources for managing Monarch2Go \(especially open hours\)](#)
- [Patron message functionality in Polaris and the Monarch Catalog](#)

### **Summer Reading Updates**

- The Summer Reading Program is in full swing. 72 young readers are enrolled and earning reading incentives!
- The Bookmobile continues to visit 9 area nursing homes and assisted living facilities each month.

### **Monarch Swag Orders – Summer 2024**

- Monarch Mousepads will be outdated by the new catalog URL. An order for new mousepads will be placed on July 12<sup>th</sup> to get them by mid-August.
- Other swag items include pens, pencils, canvas bags, magnetic clips, and more! If you have an idea for a new item please notify Heather via email by July 11<sup>th</sup>, or in person at the Director's Council Meeting so she can order samples. An order for other items will be opened by the end of July.

### **Youth Services Memos on Monarch Connect & Share**

- The [2024 Summer Coupon Status](#) memo contains all the information on summer coupons. The latest revision includes an update on the Bucks, an ETA on Wendy's bookmarks, information about an opportunity to have Andy Armadillo from Texas Roadhouse come to your library for a story time with a copy of an Andy Armadillo themed children's book, and info about Monarch BONUS prizes!

### **Network Infrastructure Update**

- The TEACH Network is upgrading all 50 Mbps broadband circuits to 100 Mbps. Two Monarch libraries have already been converted.