

**WATERTOWN PUBLIC LIBRARY
BOARD OF TRUSTEES
DIRECTOR'S REPORT
For January 2025**

Libby: Audio, Ebook & Magazine Checkouts		
	<u>2024</u>	<u>2025</u>
January:	4,028	3,974
February:	3,630	3,671
March:	3,934	
April:	3,832	
May	3,890	
June:	3,750	
July:	4,066	
August:	3,723	
Sept.	3,465	
October	3,569	
November	3,494	
December	3,572	
Totals	44,953	

Physical Circulation for February	22,708
Feb. Libby:	3,671
Feb. Libby Mags	503
Feb. Hoopla	508
2025 Monthly Total	27,390
2024 Feb. Total	28,345
New Cards	127

Library Director's Notes:

The library will be closed on Wednesday, March 12 for a staff in-service.

Our new employee has submitted her resignation effective March 17. She resigned due to family issues and her work schedule.

FYI: The elevator inspection is past due. Lynn has been reaching out to the company since 2024 trying to schedule an apt. for inspection.

Staff continues to encounter teens, almost on a daily basis, that visit the library as a place to “hang out”. The disrespect for the facility and library team members is evident through damage to property, loud disturbances and disrespectful behavior (language, vaping, pot smoking, not picking up trash, etc.) Library team members monitor behaviors using library cameras and walking around the facility. Teens are asked to leave when behavior warrants. Police visit the library and issue “stayout orders” for up to 1 year. We will discuss this topic at the staff in-service on March 12 and it is noted as an agenda item. We have taken the step to limit access to the room for 11-17 yr. old patrons (okayed by City Attorney) to limit exposure to teen language. Younger children want to use the gaming room after school, teens have younger siblings with them, and social workers bring younger kids into the Teen Space. We could also limit access to the room but then the teens will spread out throughout the library. Looking for thoughts and ideas on how to move forward.

Jamie’s “Souper bowl” participants have returned their bowls. All the creations plus the recipe reviews are on display on the first floor.

Please mark your calendars for **Friday, March 14 for the Pi Day Sale**. Friends will be looking for people to donate pies. If that isn’t possible, please consider supporting Friends by stopping by for some delicious pie!

Library team members have completed the job questionnaire for review. The city had a tight schedule and all team members worked to complete their required portion.

Bridges has scheduled an upgrade to Polaris on March 25th so we will have interruptions in service on that day. Jamie will prepare a social media post for awareness.

The sorter had its annual maintenance “checkup”. The tech also had time to teach Tod how to do maintenance throughout the year.

There is damaged to landscaping bricks on the north side of the facility. We are reviewing stock to see if we can replace them with what we have.

Noah is helping me with weeding the adult fiction collection. Books that have not been “checked out” for 5 years are up for weeding consideration. Weeding collections are a proven way to increase circulation and maintain a collection of materials that patrons want to access/use.

We also have a project in progress with the non-fiction collection. Our goal is to move the gardening collection to the new bookcases at the top of the stairs. The remaining collection will be shifted to allow us to showcase NF books along the length of bookcases that currently house the 900s, providing more exposure to NF materials and creating a new “look” for the area.

Monthly Department Information

Adult:

In February, I hosted a group of librarians from throughout the system for a training on how to install and use a new computer reservation system. Since then I've been working on getting things ready to implement the upgrade. The new system will give staff an easier, web-based interface to use, and show little to no changes to patrons compared to our current system. Win-win. Reference staff is working on weeding both non-fiction and fiction. We have our staff in-service on March 12 that I am looking forward to. We were sad to see Laura have her last day on 2/28, but happy that we have a former staff member who applied for the open position. We'll be in the process of getting her back on staff soon!

~Jamie

Children's:

February was Library Lover's Month and we celebrated by playing Library Battleship all month long! For every five items a patron checked out, they got one shot at the Battleship Board. If patrons got a hit, they got to pick from the small Hit Prize bin (heart shaped chocolates, stickers, erasers, suckers, library pencils or buttons) and if they sunk a ship, they got to choose from a larger Sunk Prize bin (pens, notebooks, free scoops at Mullens or free Crazy Bread at Little Caesars, WPL cups or bookmarks). We ended up completing 13 rounds of Battleship! It was very popular, a lot of fun and got people checking out a lot of stuff! 😊 We had our

2nd annual Homeschool Science Fair this month, which is so much fun for the homeschool families to show off what they've been working on and for the kids and teens to be able to present to others what they learned about. I had another No School Movie Day in February, as well as another visit from the WUSD 3K/4K Speech families and my regular monthly Head Start and daycare visits. I attended a Bridges Youth Services Meet Up in Oconomowoc and had some great discussions about the upcoming Summer Library Program and discussed what our and other library's cleaning practices for their playthings and children's areas are (which was good to learn that we are by far above and beyond what most libraries are doing!). We wrapped up our Winter Library Challenge in February with a total of 463 kids, 81 teens and 166 adults participating this year! We've also had a lot of great new playthings debuting in the TalkReadPlay Center this month with a new train table, new toys on the light tables (and moving one of the light tables over by the Lego tables), 12 new large floor puzzles (thanks to Friends!) and a new Marketplace... Dinosaur Land! It's been a busy and fun month up in Children's!

~Tina

Teens:

February was a pretty slow month for teens overall. Attendance was very low for my active programs and even the teen room itself was pretty quiet compared to how it usually is. My standouts would have to be my passive programs. I had a take-home escape room kit available for the whole month that was Library themed (for Library Lovers' month!) that had a good amount of participation. I also did a scavenger hunt around the teen room for two weeks in the middle of the month that I got a lot of the teens to participate in as well. I'm hoping that this upcoming month sees attendance back up! I have a few more active programs than usual planned since it is spring break this month. I also will be starting a course called "Teen Services Fundamentals" at the beginning of March that runs through the entire month. I am looking forward to seeing what comes from this learning opportunity!

~ Gabby

Circulation Department:

Happy March!

We will soon have a new catalog face. It is called Vega and it should make searching for materials and the whole user experience better. It is so nice to be a part of the Bridges library system. They are always working to make improvements for library users!

Stop by and check out the awesome "Souper bowl" bowls on display in the

circulation area that were decorated by patrons, they are so nice!
We have bookmarks available to take that have images from the bookmark coloring
contest winner submissions.

~ **Cari**