

**WATERTOWN PUBLIC LIBRARY
BOARD OF TRUSTEES
DIRECTOR'S REPORT
For October 2026**

Stats are incomplete this month because of the early board meeting. Updated stats will be found in next month's packet. August Stats have been updated since the last board meeting

Libby: Audio, Ebook & Magazine Checkouts		
	<u>2025</u>	<u>2026</u>
January	3,974	4,850
February	3,671	4,120
March	3,976	4,691
April	3,986	4,375
May	3,937	4,505
June	4,669	5,163
July	4,930	5,149
August	4,022	5,232
September	4,051	
October	4,074	
November	4,144	
December	4,184	
Total	48,391	

Physical Circulation for August	23,065
August Libby	4,757
August Libby Mags	475
2026 Monthly Total	28,297
2025 August Total	28,899
New Cards	120

It has been an incredible first month with the Watertown Public Library. I have met with many City department managers, met with staff, and have been welcomed and guided by many. I appreciated the welcome breakfast held on my second day.

I was Interviewed by reporter Ed Zaggorski from the Watertown Daily Times.

In this month, I have focused on connecting with staff members, meeting members of community organizations as well as city departments. I have trained on Municode, MiPay, MiView Point and Library Market. Meetings were scheduled for me to meet with City leaders. I met with the Mayor and met with leaders and staff from many City Departments. I met with Legal, HR, Finance, Water/Waste Water Utilities, Streets, Building Safety and Zoning, Police, Fire, Media Production, Engineering, Parks, Recreation and Forestry and Health. We discussed potential opportunities for collaboration and I took the opportunity to promote our meeting space. I went on a tour of the new and old firehouse.

I attended an orientation at Bridges Library System Headquarters in Waukesha on September 10. The visit was very helpful. I was provided with a New Director resource binder and will be paired with a mentor Library Director in the near future.

Kelly Nelson from Bridges Library System visited our library on September 22 and met with Jamie and me to talk about ideas for our upcoming in service all staff day. Kelly provided us with access to a DiSC assessment which was shared with all staff members. A DISC assessment is a behavioral tool that measures your tendencies across four primary traits to improve communication and teamwork. This was provided at no cost to the library. We will discuss results at the all staff in service meeting.

Attended the Friends of the Library Meeting on September 14 and met with Patti Wetzel and Francine Gies , from Friends of the Library, on September 24 to discuss the coffee machine in our lobby.

I held a library department managers meeting on September 10 and plan on having more in the near future.

During the next month I plan on focusing on working more closely with department managers, meeting with all staff members and becoming more comfortable with systems and processes of the Watertown Public Library and the City of Watertown. I will be connecting with more community organizations, including the Rotary Club that will have a meeting here on October 5. We will also be giving them a tour of the library.

We have 2 new part time Library Assistants, Jennifer Roberts and Samantha Hernandez starting on 9/30/26

I met with Envisionware rep on September 25 about our self-checkouts and cloud printing. After reflecting and talking to Jamie about our printing needs, we are not pursuing adding Envisionware's cloud printing products at this time.

I attended a Trustee Appreciation Night on September 29 which was held at

Jamie, Lynn, Charity and I met with Finance Director, Mark Stevens on September 14. Mark was very helpful in helping understanding the budget process and terminology. I met individually with Mark on September 18. He discussed policies of the Finance Department and showed me how to use MyViewpoint. I am thankful that he took time out this busy time of year to help us be more informed.

I received notice that I have received my Director Certification from DPI

I am looking forward to leading our all staff in service day on October 14 and want to extend special thanks to Jaimie Hernandez, Charity Chandler, and Beth Mueller for their support in this process.

The Library's presentation to the Finance Committee will be on Mon, Oct 12 at 5:30pm

I would like to thank Jamie Hernandez and Lynn Block for their assistance for helping me prepare my first board report for WPL. I am grateful for their willingness to help and answer my questions.

-Mary Lopez, MLS, MPA

Adult Report-Jamie Hernandez

I spent much of September working in my Interim Director capacity with Mary on items like the 2027 Budget, training her on Municode (the system to build board agendas) and planning for the October 14 staff in-service. There is a lot to learn, but Mary is doing a great job prioritizing time sensitive items first. I attended two meeting this month: Marketing Meet-Up (at Hartland PL) and Adult Services Meet-Up (here at our library). It was brought to my attention during one of the meetings that next year is our 120th anniversary, so I've been brainstorming things we should do to celebrate. I'm attending WLA the third week in October (held in Middleton this year). Two PT staff from Adult Services are attending as

well. I'm excited for Noah and Anna to experience a state-wide conference. Friends had the idea to have a Banned Books Movie Night. We are watching the 2018 version of "Fahrenheit 451" and having a discussion afterward.

Circulation Department Notes:

Happy Fall!

We are in the process of hiring a new library assistant due to a resignation.

The Library had a trivia game for Library card sign-up month and we have been passing out fun prize stickers at the circulation desk.

We have a display at circulation that patrons can look over and guess the theme for a chance to win a prize. We also have a display titled: Someone is Watching, Stalk your Next Best Read – this display features spine tingling books to read created by Baelyn.

We have decided to make a change and separate the nonfiction dvd's from the nonfiction books to give them more visibility. Sending a shout out to Noah for doing this and shifting the books too!

Cari

Children's

With all the kids back to school, we were excited to get back to our regular school year programming. We moved our monthly homeschool program from Tuesday's to Monday's because of other homeschool events happening in the community (open gyms, co-ops, etc.) and we started off the year with our first ever homeschool field trip to the Watertown Fire Station! It was a great program and we

look forward to exploring more opportunities for field trips for our homeschool families! We started our weekly school age program, STEAM Team, as well as continued our year-round monthly programs, Club Lego and Reading with Rover. Our preschool programs are off to a good start with Baby Bounce, Little University Storytime and Kindergarten Ready all having excellent participation and a lot of fun! Fallon is starting a new teen/tween Anime & Manga Club and while her first program didn't have any takers, we are planning more promotions and ways to encourage engagement in what we hope will take off. We hosted a Bridges Youth Services Meet-Up here this month and I had our first library visit of the school year. For Library Card Sign Up Month, we brought back Library Battleship and helped to increase circulation, give out some prizes and have some fun playing all month long!

Tina, MLIS

Teens

This month, everybody went back to school, and we started some new programs to hopefully corral the teens' energy, especially on Wednesdays. We are happy to report that our new regular Wednesday programs went very well. The teens absolutely adored the therapy dogs' program; the dogs really seemed to put the teens in a calm, cheerful mood. A couple weeks later, we had our pizza party program, which filled their bellies after school and established a little more positive rapport between teens and library staff. We also had our first session of our regular Homeschool Monday program, and we met at the fire station for a tour! All ages were excited about this program, especially getting to see the fire trucks and the firefighter's pole. Besides that, we colored with paint markers, hosted an Anime & Manga club, and offered up multiple passive programs throughout the month. A successful start to the school year!

Kaitlyn & Tina, MLIS