

**WATERTOWN PUBLIC LIBRARY  
BOARD OF TRUSTEES  
DIRECTOR'S REPORT  
For September 2024**

<b>Libby: Audio, Ebook &amp; Magazine Checkouts</b>		
	<b><u>2023</u></b>	<b><u>2024</u></b>
January:	3,591	4,028
February:	3,274	3,630
March:	3,729	3,934
April:	3,210	3,832
May	3,484	3,890
June:	3,607	3,750
July:	3,712	4,066
August:	3,744	3,723
Sept.	3,614	3,465
October	4,044	
November	3,837	
December	3,836	
Totals	43,683	34,318

Physical Circulation for September	21,493
Sept. Libby:	3465
Sept. Libby Mags	450
Sept. Hoopla	463
2024 Monthly Total	25,871
2023 Sep.Total	27,643
New Cards	120

## **Library Director's Notes:**

### **Does anyone plan to attend the Trustee Appreciation Dinner on Thursday, October 17 at the Brookfield Public Library?**

Our new maintenance person, Tod Lord, starts on October 16. He has extensive experience as was the Dept. Head for DPW in Cambridge. The hiring resolution is in the packet.

We continue to struggle with filling our open positions. Three people that were interested eventually declined. One, due to a recent medical issue. Regina will stay until October 21 to help out and cover desk shifts. October 21 is her last day at the library. We may also have some shifting of current employees to other departments but ultimately we will still have vacancies to fill. All team members have been understanding and helpful when it comes to picking up hours. As the year progresses, however, several team members are approaching the PT threshold for hours.

Midwest Pano will be at the library on October 9 to complete a Goggle Tours Photo Session. This marketing project is part of a grant from the Bridges Library System.

The library will be back as a partner with Jingle Bell on the Rock festivities in December.

The Hearing Loop was installed in the Community Room on 10/1. Signage is also posted.

Library team members will participate in an all-day in-service on October 9. I am still developing the agenda for the day.

We developed a ceiling leak in one of the first floor study rooms. Rusty looking water stained several ceiling tiles and dripped onto the floor. Luckily John K. was available to take a look at the problem. He pulled off all the insulation around a copper pipe and discovered that the soldered joint was leaking. The insulation was saturated and leaked onto the floor. SureFire did come and review the issue. Another weak area in the copper pipe was also discovered. This is an existing pipe

and was not upgraded during the renovation. I am waiting for a proposal from SureFire to make the necessary repairs.

Also, still waiting for the parts to arrive for RTU-1 and we had some issues with RTU-6 that required a service call.

In September; I met with Kim from the GWCHF, I attended a Leadership Exercise regarding the Warming/Cooling shelter with other city departments, attended the Main St. Board Mtg., a Marketing Meetup(Bridges), the Dodge Co Library Mtg., attended the Bridges' Director's Meeting via Zoom, and participated in many interviews for our open positions. I also reviewed, my annual review, with Andi.

### **Monthly Department Information**

#### **Adult:**

In September I attended a Bridges Marketing Meet-Up. This is always an excellent way to hear what the other libraries are doing to promote their services. I also had a meeting with other librarians involved in the Running Waters Memory Project (Watertown, Waterloo, Lake Mills and Johnson Creek). We are going to be changing the schedule of Memory Cafes in 2025 to hopefully draw more attendees. The ADRC representative for Jefferson County was at the meeting, and she said that she doesn't actually have a lot of clients in this area. So, it's possible the need for these programs is not huge right now. Regina had the first meeting of her new book club. The premise is that people whose reading is influenced by recommendations they get from social media can come and swap ideas, etc. It's a fresh take on book club! We're hoping it takes off in the coming months.

~Jamie

#### **Children's:**

We dove back into programming in September after a much needed break following our Summer Library Challenge! We have our regularly scheduled programs of Little University Storytimes twice a week, Baby Bounce once a week, and monthly Read, Rhyme, Rhythm programs for preschoolers. We also have our drop-in Kindergarten Ready! program that is geared towards preschool age kids every Friday throughout the school year, with various activities to help children prepare for kindergarten including number, shape, letter and color recognition, fine motor skills, cutting skills, large motor skills, problem solving activities and more! For our elementary age friends, we have a monthly Choose Your Own Adventure Book Club, Club LEGO with different building challenges, and Homeschool Tuesday for our homeschool families with both elementary and teen groups. We also have our weekly STEAM Team program that focuses on science, technology, engineering,

art and math games, crafts, activities and challenges each week. I've already had a few library visits from classes at St. Mark's and St. Henry's and started my monthly day care and Head Start visits as well. We had a Back to School Scavenger Hunt as well as helped with a joint program with the WFC for a Paw Patrol Pizza "Paw"ty. I did a big shifting project this month and condensed and shifted all the books from our Series, Juvenile Fiction and Juvenile Non-Fiction sections forward to free up the entire back row of shelves that face the Marketplace area. John K. helped to install the slanted shelving units so we can put displays up there for families to choose books from. We also ordered, put together and put out a new play item in the infant zone... a play house! Kids are very much enjoying playing and reading in the house and ringing the functioning doorbell already! 😊 We're gearing up for a busy October with lots of fun special programming!

**~Tina**

#### **Teens:**

Our first month with back to school programming went pretty well. The slight lull there was before school started is long gone and now we are back to getting a good amount of teens coming here after school. I did monthly take and make kits this month, thinking it would be more accessible for teens to participate in even if they are busy on program days. I think it did really well! I plan to have some type of passive, take-home type program that goes throughout the whole month each month from here on out. The active programs also did pretty well in my opinion. I had a group of teens waiting at the doors before Art Club even started! I intend to have that be a monthly program with a different art project each month. I am hoping to get regulars for that program that continue to come for each one. I also put a big coloring poster out on one of the tables in the teen room for them to just sit and color on when they are here hanging out. They seem to be taking well to it. It's pretty full at this point and there's only been two incidents where I've had to color over something inappropriate. I definitely want to continue to have casual little things in here for them to do throughout the month. There is a lot going on for October so I am looking forward to hopefully keeping up the good attendance!

**~ Gabby**

#### **Circulation Department:**

Happy Fall!

We celebrated library card sign up with fun bookmarks for all ages to earn prizes by completing activities. We have pretty new displays with school and autumn themes and some spine tingling movies to enjoy. We have added a new shelf extension to the existing one here on the lower level to spread out the new adult materials. It is more enjoyable to shelve and browse the collection now! Special thanks go to John K for moving the bookshelf and all his help here at the library!

Stop in to see the beautifully decorated Autumn themed tree by the east windows on the lower level. Peg is a wonderful decorator and has also created a pretty fall book display just to the right as soon as you enter from the parking lot.

September was beautiful and the library has seen lots of visitors and patrons enjoying warm cups of coffee.

**~ Cari**