

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

| Libby: Audio and Ebook Checkouts | | |
|---|-------------|-------------|
| | 2023 | 2024 |
| 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 | |
| July: | 3,712 | |
| August: | 3,744 | |
| Sept. | 3,614 | |
| October | 4,044 | |
| November | 3,837 | |
| December | 3,836 | |
| Totals | 43,683 | 19,314 |

| | |
|------------------------------|--------|
| Physical Circulation for May | 22,252 |
| May Libby: | 3,890 |
| May Libby Mags | 459 |
| May Hoopla | 456 |
| 2024 Monthly Total | 26,247 |
| 2023 Monthly Total | 25,033 |
| New Cards; | 111 |

Library Director's Notes:

Piggly Wiggly is partnering with Friends of the Library for a Round Up event at the local store. I hope all trustees will make an effort to "Shop the Pig" during this week of June 9 – 15.

The end of May has been very busy for library team members. Tina has been busy with visits to public and private schools. The Tuesday after Memorial Day brought in many visitors and patrons for the annual ArtWalk, a jewelry class, and a Badger Talk presentation; Leading the Band by Dr. Pompey.

Several other highlights of the month for the library included:

A library video that "went viral"

An interview between Peg and Wisconsin Public Radio

A presentation at the Wisconsin Public Library annual conference

2 nice articles in the Daily Times regarding library programs.

Gabby Schuett has started in her new position and due to the time of the year, has "hit the ground running"! She is familiar with the summer reading processes which is relief to all during this busy time of the year! Amanda has also made a smooth entry into the circulation department. Both are wonderful additions to the library team!

We've also had some unfortunate incidents around the outside of the facility. One leading to a 1 year stay-out order for an individual. We've all had to monitor sleeping inside and outside of the building during library hours and Kevin has had to power wash areas on several occasions to maintain clean entryways.

Kevin has submitted his letter of resignation. Attached to the agenda is the "Request to Fill" document that will need to be signed to move forward with securing a replacement before he leaves.

Kevin and John spend two days spreading 16 yds. of mulch around the library and parking lot. The library looks fantastic!

Jamie is working on a collection development project. She recently contacted the Chamber to see if the board would be interested in donating books to the library with information on business/small business startup. They responded favorably followed by a request from the Bank of Lake Mills to also participate. Jamie and I are working on "fine tuning" our collection development policy. I am also working on a similar opportunity for people to donate materials to the Children's Department.

We are still having issues with a leaking roof...second floor and the children's workroom area. Kevin and John used black tar on the roof to seal up some areas around exhaust pipes. Kevin has contacted the roofing contractor.

Hoopla checkouts were reduced down to 2 starting on May 1. May totals have decreased along with the monthly invoice.

Our Little Library has been rejuvenated and repaired and added back out to the Main St. side of the building.

A reminder to check that your Friends of the Library membership is up to date. Also, if you would know a local business or organization that would want to be a monthly coffee sponsor, your willingness to reach out on behalf of Friends is greatly appreciated!

Monthly Department Information

Adult:

I wanted to bring your attention to the huge jump in mobile printing numbers. We transitioned to a new mobile printing service, and this one is so much more user friendly. With our old system there were many times it did not work, and we worked around it by having the patron email us a copy of what they want printed (and thus that print job would not be counted in our statistics). By using the new system in place, we are able to have more accurate statistics, while also serving patrons more efficiently. It's a win-win! The director of the UW Marching Band spoke on May 28, and those who attended were engaged. We've had several challenging people and situations this month, but we have supported each other in working through them. I'm transitioning to a different weekend in our 4-week rotation as a result of Gabby moving into the teen position. Summer Library Challenge starts on Monday and it's sure to be a busy summer!

~Jamie

Children's:

May is always a bit of a whirlwind, and this May was no exception! We wrapped up our Spring Programming schedule, I did my last monthly visits for the school year, and we planned, plotted ☺, and prepared materials for the upcoming Summer Library Challenge! This year's theme is "Adventure Begins at Your Library". I

scheduled school visits to get the kids pumped up about the SLC and in the last 2 weeks of May visited all 5 of the public elementary schools as well as 8 of the parochial schools in Watertown, Lebanon and Ixonia. Because we were in the process of transitioning Gabby into the Senior Library Assistant role for Teens & Children's, I visited with a few of the 5th-8th grade classes as well. They are clearly excited about it, as we are a week into early registration and as of 6/4, we have 491 kids, 135 teens and 180 adults registered! Friends sponsored us doing a kickoff activity so we purchased and put together Adventure Bags for our kickoff. We included mini flashlights, mini compasses, mini magnifying glasses and made s'more kits to include as well. We are preparing to start programming in June and my staff has been busy planning for these fun programs! Summer is always fast and furious around here... But it's a LOT of FUN and we all enjoy seeing the excited, happy kids visiting the library all summer!

~Tina

Teens:

~ Gabby

Circulation Department:

Circulation news for June!

This month we are participating in the Library Treasure Adventure with the Bridges library system. This is to encourage patrons to visit all libraries in the system (Waukesha and Jefferson County) and use clues to locate a unique "treasure" at each library, collect the keyword and stamp for a chance to win prizes.

We had beautiful art pieces on display from the art walk displayed in the circulation area.

I hope everyone is enjoying the warmer days!

~ Cari