

**Arrowhead Library System
Librarians Meeting
Wednesday, March 20 2019
Edgerton Public Library
101 Albion Street, Edgerton
9:30 a.m.**

This meeting is being held at the [Edgerton Public Library](#), 101 Albion St, Edgerton.

1. Call to order 9:30a.m. – Chair – Kirsten Almo
2. Secretary –
3. Additions to Agenda
4. Approval of the January 2019 Minutes
5. Unfinished Business
 - a. Shared System
 1. Share update
 - a. Delivery Update
 - b. January Statistics
 - c. Items For SHARE agenda
 - b. Technology
 1. BadgerNet – Router updates
 - c. Hoopla
 - d. WPLC/Overdrive
 - e. Gale Courses /Lynda.com/Transparent Languages
 - f. Budget 2018/2019
 - g. Youth Services update- Jeni Schomber
 - h. Public Library System Redesign Project
 - i. ALS Board Report – Sarah Strunz
 - b. Technology
 - c. Hoopla
 - d. WPLC/Overdrive
 - e. Gale Courses /Lynda.com/Transparent Languages
 - f. Budget 2018/2019
 - g. Youth Services update- Jeni Schomber
 - h. Public Library System Redesign Project
 - i. ALS Board Report – Sarah Strunz
6. New Business
 - a. Presentation – Geneva Lakes Astrophysics and STEAM (GLAS)
 - b. Fine project update -Kirsten Almo
 1. ZOVD-NI fines and what level to forgive
 - c. Move April 17 Librarians meeting to BPL
7. ALS Activities
8. Activities in Member Libraries
9. Adjourn

Dates to Remember:

ALS Board Meeting – April 10 – 6:00 pm @ BPL

Arrowhead Library System
Librarians Meeting Minutes

**Wednesday, February 20, 2019 at 9:30 a.m.
Milton Public Library, 430 E High St. Milton**

In attendance: Steve Platteter, Tovah Anderson, Charles Teval, Mary Bieber, Kirsten Almo, Ashlee Kunkel, Nick Dimassis

1. Call to order 9:40 a.m. – Chair – Charles Teval
2. Secretary – Tovah Anderson
3. Additions to Agenda
 - a. 6-E Freegal
 - b. 6-F Holds Ratio
 - c. 7-A Amy Loudenberg Event
4. Approval of the January 2019 Minutes
 - a. Motion: Kirsten Almo
 - b. Second: Ashlee Kunkel
 - c. Vote: Unanimous
5. **Unfinished Business**
 - a. Shared System
 - i. SHARE update
 1. Delivery Update
 2. January Statistics – In Packet
 3. Items for SHARE Agenda
 - b. Technology
 - i. BadgerNet – Router updates
 - c. Hoopla – statistics in packet
 - d. WPLC/Overdrive
 - i. Feb. 1: Launched Transparent Language Online
 - e. Gale Courses/Lynda.com/Transparent Languages – Statistics in Packet
 - f. Budget 2018/2019
 - g. Youth Services update- Jeni Schomber
 - i. YSS Regional Meetup Friday, February 22 at Hales Corners Library
 - h. Public Library System Redesign Project
 - i. Still working on finalizing the report
 - i. ALS Board Report – Steve Platteter
6. **New Business**
 - a. LSTA Increase Capacity for Technology Collaborative Projects

- i. Has to be used collaboratively with multiple systems
 - ii. Looking at merging LLS & ALS WANs, LLS would administer it
 - iii. Big benefit: HPL's renovations will leave them without power for a few days, which would bring down our WAN for that period
 - iv. Should know late March/early April if grant is won
- b. Fine project update – Kirsten Almo
 - i. EPL board is interested in moving ahead for eliminating juvenile fines... board will discuss it at March meeting
 - ii. ZOVD-NI Fines, what level do we want to forgive: tabled until next month
- c. 2018 Annual Reports
 - i. ALS Annual Report is approved by board, copy in packet
 - ii. Will be submitted to the state via email for the first time
 - iii. Must be submitted to state by March 1
- d. 2018 SHARE lost items reconciliation charges
 - i. See packet for chart
 - ii. SHARE reconciles this at the end of the year
- e. Freegal
 - i. \$80,000 for all of SHARE for 1 year
 - ii. HPL to do it alone is \$14,000/ 1 year (\$8-9,000 if through SHARE)
 - iii. Kenosha has Freegal
- f. Holds Ratio
 - i. Current ALS policy: 6:1 books, 10:1 audios, and 15:1 DVDs
 - ii. Popular Authors Club has really changed EPL's holds on the popular titles. Very interested in joining LLS's Lease Collection

7. ALS Activities

- a. Seed Library
 - i. Everybody should have their seeds, brochure is available
- b. April 5, Amy Loudenberg Event, Noon-1
 - i. Has received 3 library champion awards
 - ii. All libraries invited to attend and promote it
- c. OPL & CPL new web sites Launched
- d. Reminder to Tag ALS as Facebook Event cohost

8. Activities in Member Libraries

- a. BELOIT PUBLIC LIBRARY
 - i. April 5, Amy Loudenberg Event, Noon-1
 - ii. Getting rid of children's desk next week
 - iii. Milwaukee artist coming in with ideas for something similar to Port Washington's tree (same artist), FABL may fund it. Would have things under it similar to exhibits from Rock County Children's Museum.
 - iv. Looking at build out of new classrooms with Blackhawk Technical College
 - v. Looking at a capital campaign for a new program room and children's area at large. Maybe a makerspace or something.
 - vi. Interim Head of Programming and Partnership: Roxane Bartelt, ½ time for 2-3 months.

1. Will be posting for permanent position to start mid May-June.
- vii. Legislative day: 190 registered, had 128 not show up.
- b. MILTON PUBLIC LIBRARY
 - i. Summer Reading Program Planned and ready to go
 - ii. Have 14 applicants for new customer service position. Should be fully staffed by end of march
 - iii. Sunday May 5th, Food truck Rally, 12 trucks booked so far
 - iv. Jen Mann, NY Times Author coming April 1 – Encourage your girls to be fun and feisty
- c. EDGERTON PUBLIC LIBRARY
 - i. Hoo's Woods coming – rescheduled from polar vertex
 - ii. Smaller library directors getting together next week to talk about weather and closing policies: Tornados, snow, etc.
 1. EPL Board looked at inclement weather policy last summer and put it on back burner. If closed, they pay staff. ½ of staff doesn't have vacation.
 2. HPL doesn't close if city busses are running (HPL is a warming center). If they close, staff can use vacation time or make up the lost hours (doesn't think staff gets paid).
 3. BPL board is revising their inclement weather to define inclement weather as anytime the city closes their offices. If they close, staff gets paid.
 4. ALS closes if the county is closed. Board President & Steve have authority to close/delay. Steve's biggest concern is delivery... if drivers are out and it's too bad, drivers can come back in. (we're not working with the public)
 - iii. CLINTON PUBLIC LIBRARY
 1. Just Dance Off last Saturday—was popular.
 2. Art at the Butterfly Fundraiser flyers went out. Probably last event.
 3. FEH coming tomorrow at 9:30 to look at building for final study and cost estimate. Will decide to move forward or not from there.
 - iv. HEDBERG PUBLIC LIBRARY
 1. Hired new Services Librarian: native of Rockford but coming from Texas
 2. Interviewing for Part Time Public Services II position
 3. Open Intern Position
 4. Transformation Remodel is out to bid for a general contractor. Work will hopefully start in April. In talks with moving companies as well.
9. Adjourn 11:15 a.m.
 - a. Motion: Kirsten Almo
 - b. Second: Nick Dimassis
 - c. Vote: Unanimous

Dates to Remember:

SHARE Directors Council – Tuesday, March 5 – 11:00 am @ Matheson Memorial Library

ALS Board Meeting – Wednesday, March 13 – 6:00 pm @ Arrowhead Library System

ALS Librarians Meeting – Wednesday, March 20 – 9:30 am @ Edgerton Public Library

2019 February ALS Circ

ALS Circ from all libraries									
Checkouts									
		Station Library							
Item	Library	BELOIT	CLINTON	EDGERTON	EVANSVILLE	JANESVILLE	MILTON	ORFORDVILL	Total
All		21649	2517	8090	5077	56618	7436	1741	103128
	BELOIT	18505	220	473	406	1523	337	109	
	BURLINGTON	51	27	47	37	131	50	9	352
	CLINTON	114	1438	102	76	321	66	54	
	CL-S	61	10	66	25	151	36	16	365
	CL-TL	45	11	51	22	116	21	10	276
	DARIEN	37	13	57	23	72	18	5	225
	DELAVAN	112	10	55	42	232	32	19	502
	EAST_TROY	23	11	25	13	52	15	9	148
	EDGERTON	121	40	5153	96	442	131	38	
	ELKHORN	117	21	92	49	281	67	20	647
	EVANSVILLE	146	56	134	3009	300	90	40	
	FONTANA	43	4	28	32	112	22	10	251
	GENOA_CITY	42	10	40	23	94	26	7	242
	JANESVILLE	1026	301	768	465	49513	492	167	
	KPL-BKM	5	1	7	6	30	5	2	56
	KPL-NS	90	27	58	53	241	54	16	539
	KPL-SI	34	6	18	22	64	6	2	152
	KPL-SW	188	33	109	89	551	92	20	1082
	KPL-UP	12	6	8	3	13	2	1	45
	LAKEGENEVA	48	6	49	32	122	26	13	296
	LAKESHORES	4			2	11	5	1	23
	MILTON	173	53	215	150	701	5540	32	
	ORFORDVILL	130	39	82	76	211	52		
	RACINE_BKM	18	6	11	5	39	3	2	84
	RACINEMAIN	219	66	188	170	640	111	38	1432
	ROCHESTER	37	4	24	30	93	18	9	215
	SHARON	40	5	31	13	73	7	6	175
	UNDEFINED		1						1
	UNIONGROVE	18	25	42	12	58	9	4	168
	WALWORTH	31	17	19	11	50	19	5	152
	WATERFORD	94	33	93	50	213	53	17	553
	WILLIAMBAY	57	13	34	28	141	25	8	306
	WTFORDHS	8	4	11	7	27	6	1	64
								Total Non-ALS	8351

2019 February ALS circ from LLS & KCLS

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	1434	370	1163	799	3607	728	250	8351	

2019 February ALS items to LLS & KCLS

[illegible]

Arrowhead - hoopla February 2019

Library Name	Total Registered (All Time)	New Patrons (Last Month)	Patrons Served (Last Month)	Sales (Last Month)	Circs (Last Month)	Sales (YTD)	Circs (YTD)
Beloit Public Library	859	36	195 \$ 1323.88	597 \$ 2829.37	1286		
Clinton Public Library	130	9	37 \$ 247.02	98 \$ 485.70	195		
Eager Free Public Library	238	10	67 \$ 463.40	220 \$ 907.61	434		
Edgerton Public Library	374	14	77 \$ 499.72	218 \$ 988.82	428		
Hedberg Public Library	2148	75	517 \$ 3160.00	1455 \$ 6560.99	3099		
Milton Public Library (WI)	336	21	82 \$ 605.28	262 \$ 1120.41	499		
Orfordville Public Library	126	3	39 \$ 239.60	125 \$ 510.09	239		
Total	4211	168	1014 \$ 6538.90	2975 \$ 13402.99	6180		

2019 February Overdrive Statistics

Library	eBooks	Audiobook/Music	Video/Streaming Video	Total by Library	OD Users	Holds (3-4-19)
Clinton Public Library	101	133		234	38	119
Orfordville Public Library	112	68		180	31	104
Eager Free Public Library	332	310	2	644	113	437
Milton Public Library	385	157		542	125	404
Edgerton Public Library	416	341		757	147	477
Beloit Public Library	964	800	5	1769	298	1107
Hedberg Public Library	3280	2378	3	5661	979	3359
Total by type	5590	4187	10	9787	1731	6007

	Count of Distinct Users	Sum of Distinct courses viewed	Sum of Distinct videos viewed	Sum of Total views	Sum of Hours viewed	Sum of Logins
BELOIT	4	7	73	80	4.6	13
BURLINGTON	5	2	15	15	0.69	5
CL-S	7	15	150	156	13.08	25
DELAVAN	5	9	42	43	3.06	11
EDGERTON	5	1	1	1	0.07	8
ELKHORN	5	18	322	342	23.47	36
EVANSVILLE	1	0	0	0	0	1
FONTANA	1	2	38	42	2.1	5
JANESVILLE	16	13	105	115	7.76	27
KPL-AD	2	1	7	7	0.31	3
KPL-BKM	1	5	23	24	1.2	8
KPL-NS	18	28	285	408	34.79	54
KPL-SI	10	27	104	106	6.61	24
KPL-SW	29	47	387	436	27.06	113
LAKEGENEVA	5	26	414	424	25.26	35
LAKESHORES	1	3	9	9	0.45	2
MILTON	1	0	0	0	0	1
RACINEMAIN	26	34	285	332	21.65	114
ROCHESTER	2	4	63	64	4.77	9
UNIONGROVE	3	8	106	110	6.74	10
WATERFORD	5	7	27	27	1.31	10
WILLIAMSBAY	3	4	29	36	2.04	11
(blank)	1	1	16	16	1.11	5
Grand Total	156	262	2501	2793	188.13	530

ALS Old Fines Data

Amount over	\$0.00	\$10.00	\$20.00	\$35.00	\$50.00	\$100.00	\$150.00	\$200.00
BELOIT	19332	10958	7394	4547	3086	1380	727	455
CLINTON	711	188	126	59	29	8	4	2
EDGERTON	2613	961	639	373	239	125	59	39
EVANSVILLE	1995	751	473	250	143	51	16	9
JANESVILLE	29598	14140	9842	6198	4263	2046	1175	752
MILTON	2216	815	506	279	184	72	36	21
ORFORDVILL	756	256	183	104	72	26	12	7
Breakdown of ZOVD-NI fines by library								
21-Feb-19								