

**Arrowhead Library System  
Librarians Meeting via Zoom  
Wednesday, July 21, 2021  
9:30 a.m.**

Join GoToMeeting: <https://global.gotomeeting.com/join/710683725>

Meeting ID: 710-683-725

Dial in: [+1 \(872\) 240-3311](tel:+18722403311)

1. Call to order 9:30a.m. – Chair – Megan Kloeckner
2. Secretary – Tovah Anderson
3. Approval of the June 2021 Minutes
4. Unfinished Business
  - a. SHARE Update
    1. Delivery Update
    2. Statistics
    3. Items for SHARE agenda
  - b. Technology
  - c. Hoopla
  - d. WPLC/Overdrive
  - e. Gale Courses /Lynda.com/Transparent Languages
  - f. Budget 2021/22
  - g. Merger Exploration Update
  - h. Covid-19 Updates
  - i. Youth Services update- Jeni Schomber
  - j. Public Library System Redesign Project
  - k. ALS Board Report – Sarah Strunz
5. New Business
  - a. November meeting date
  - b. Library Card Requirements – Rene Bue
  - c. Rock County ARPA Small Business Grant
  - d. Trustee Training Week Aug 23-27
  - e. In person meetings
6. ALS Activities
7. Activities in Member Libraries
8. Adjourn

**Dates to Remember:**

**ALS Board Meeting – August 11 – 6:00 pm @ remote**

**Arrowhead Library System  
Librarians Meeting via Zoom  
Wednesday, June 16, 2021 at 9:30 a.m.**

Join GoToMeeting: <https://global.gotomeeting.com/join/710683725>

Meeting ID: 710-683-725 | Dial in: [+1 \(872\) 240-3311](tel:+18722403311)

**Attendees:** Steve Platteter, Tovah Anderson, Kirsten Almo, Charles Teval, Ashlee Kunkel, Michael DeVries, Sarah Strunz, Jeni Schomber, Megan Kloeckner, Joseph Langer | **Guests:** Jim Novy, Steve Ohs

1. Call to order 9:33 a.m. – Chair – Kirsten Almo
2. Secretary – Tovah Anderson
3. Approval of the May 2021 Minutes  
Motion: Megan Klockner; Second: Ashlee Kunkel; Vote: Unanimous
4. Unfinished Business
  - a. Shared System
    - i. SHARE Update
      1. Delivery Update – Nothing out of the ordinary.
      2. May Statistics – Down a bit from April, same for other WI systems.
      3. Items for SHARE Agenda – none at this time.
  - b. Technology – Monitors delayed until October, no recourse for supply chain disruption.
  - c. Hoopla – Circ is up from April.
  - d. WPLC/OverDrive – Circ is up from April. WPLC approved budget including magazines with general contribution formula and the 5% increase. Fun Fact: \$8.3 million to fill all holds. OverDrive bought Kanopy, more details coming.
  - e. Gale Courses/LinkedIn Learning/Transparent Language/BrainFuse –
  - f. Budget 2021/22 – Working on 2022 budget, state funding not finalized yet because Governor Evers may veto the whole budget, which includes an increase for Libraries.
  - g. COVID-19 Updates – Discussed who’s “back to normal”. Most are not doing in-person programming or putting toys back out, BPL has put hard toys out and is doing in-person programming with performers outside. HPL is doing outdoor in-person programming this summer, study rooms and downstairs meeting room is open. MPL study rooms and meeting rooms are open.
  - h. Youth Services update – Jeni Schomber – State consultants met, Tessa Michaelson Schmidt has been appointed to higher DPI position; Friday FAQs are discontinued. Marge Lockwaters, in charge of YSS blog content, is looking for content – articles, links to interesting things, updates or programming ideas. Beanstack will be funded through 2023 and are looking beyond–member libraries want it to continue. Project Ready will start up again in the fall, with same cohort groups. Bridge’s 1000 Books Before Kindergarten App will be sunsetted. ALS’s 1000 Books Before Kindergarten App is

moving forward, working on revisions now. HPL and BPL will be at the Head Start Wellness Fair in Beloit 6/17/21.

- i. Public Library System Redesign Project – Moving forward in implementation. Working on a Delivery timeline. Put bid out for analysis of the funding formula.
- j. ALS Board Report – Sarah Strunz – Shared with Board that everyone is working hard on Summer Reading programs.

#### 5. New Business

- a. Joint Merger Exploration Committee – Steve Ohs (Lakeshores Library System Directory) and Steve Platter (Arrowhead Library System Director) shared a joint letter with both library system boards and three member-counties explaining the motions made by each system to explore a library system merger. ALS: board approved formation of a Merger Exploration Committee at June meeting. LLS: a special board meeting was called to discuss this joint letter and merger exploration committee. Committee Formation: a committee consisting of the directors from both library system board directors, two library system board members from each system, and two library directors from each system (the resource library and a small library) will be formed. Members so far include: Steve Platter (ALS Director), Adam Dinnes (ALS Board President/Hedberg Public Library Board Vice President), Bill Wilson (ALS Board/Rock County Supervisor); Annette Smith (ALS Board Vice President/Milton Public Library Board President) may serve as a backup so long as her employment at DPI is not a conflict, Bryan McCormick (ALS/Hedberg Public Library Director), Kirsten Almo (ALS/Edgerton Public Library Director), Lauri Kant-Hull (LLS Board President/ Walworth County Trustee), Gary Tilleros (LLS Board Treasurer/Racine County Trustee), Angie Zimmerman (LLS/Racine Public Library Director), TBD (LLS)
- b. Movie Licensing – Swank Movie Licensing renewal time is upon us (August). Offering a 15% discount and 16 months for the price of 12. ALS will pay for this renewal this year, then library directors will evaluate any further renewals.
- c. Emergency Connectivity Fund (ECF) – Jim Novy – Applications accepted June 29 through mid-August. Jim has attended informational webinars; keeps getting more convoluted and CIPA compliance is mandatory in most instances. Unless there's a very compelling project, LLS/ALS/SHARE will not apply.

#### 6. ALS Activities

- a. State LAWDS marketing project continues.
- b. Will be attending Rock County Senior Fair with HPL in September
- c. DPI has reached out to the System Marketing Cohort for help with marketing ARPA-funded projects—all projects are TBD. ALS will most likely assist.
- d. In July, directors will discuss a timeline for a return to in-person directors meetings

#### 7. Activities in Member Libraries

- a. Eager Free Public Library: Hiring for an Assistant Director/Head of Youth Services. Masks no longer required. First in-person program yesterday (Book Club); Bringing back outdoor Storytime in July. Friends will be doing Ice Cream Social Car Hop.
- b. Hedberg Public Library: First performer program outside yesterday. School Lunch program site again – did not use library site last year. Posted for a part-time Young Adult Assistant. Will be doing a diversity-audit of the collection – David Dowling has created an “HPL Diversity Testing” report that can be run in BLUEcloud Analytics – basically does what Ingram’s \$4,000 1x service does minus the fancy graphical charts.
- c. Beloit Public Library: Chemtool Fire closed the Rockton Public Library, reached out to them and offered guest passes to their members; some staff members who live in the area affected. Three new board members starting at next month’s meeting.
- d. Milton Public Library: Emergency roof replacement coming up after noticing a leak. Summer Reading Program is going well, parking lot is full for outdoor event today. Hiring a part-time position, will go back to full hours. Won a Read Africa grant. TAB is interviewing a Teen Group in Ohio next week.
- e. Orfordville Public Library: Summer Reading Program started last week – using Beanstack and paper logs; goal of 1 hour/week. Prize drawings and a find Shelby the Shark around town. Teen Tuesdays are back. Senior luncheon is back, served 44 people in the park – went over really well, will be back at the church with programming in the fall.
- f. Clinton Public Library: Outdoor Storytime has been going well. 16 people attended outdoor movie with parks department. Owl Pellet Dissection and a field trip planned. Won a Read Africa grant. Building clubs back.
- g. Edgerton Public Library: Board member passed away unexpectedly, was very involved in town and a local business owner. Committed to keeping current hours through the summer. Started a new book club, met in-person indoors. Kids programming is planned for outdoors. Been busy, up from last year. 50 people at outdoor storytime. Staff is still wearing masks, though they’re not required to. School district ended mask mandate July 1. LED light replacement project starts tomorrow.

8. Adjourn 10:36 am

- a. Motion: Charles Teval; Second: Ashlee Kunkel; Vote: Unanimous

**Dates to Remember:**

SHARE Meeting – Tuesday, July 6 – 9:30 am @ remote

ALS Board Meeting – Wednesday, July 14 – 6:00 pm @ remote

ALS Librarians Meeting – Wednesday, July 21 – 9:30 am @ remote



2021 June ALS Circ

|                             |                 |        |         |          |            |       |      |            |        |               |       |
|-----------------------------|-----------------|--------|---------|----------|------------|-------|------|------------|--------|---------------|-------|
| ALS Circ from all libraries |                 |        |         |          |            |       |      |            |        |               |       |
| Checkouts                   |                 |        |         |          |            |       |      |            |        |               |       |
|                             | Station Library |        |         |          |            |       |      |            |        |               |       |
| Item Library                | BELOIT          | B_CURB | CLINTON | EDGERTON | EVANSVILLE | J_BKM | J_NS | JANESVILLE | MILTON | ORFORDVILL    | Total |
| All                         | 14219           | 356    | 2076    | 7501     | 4289       | 1563  | 751  | 40718      | 7684   | 2304          | 81461 |
| BELOIT                      | 11772           | 124    | 172     | 445      | 264        | 1     | 24   | 1144       | 346    | 104           |       |
| BURLINGTON                  | 44              | 4      | 13      | 33       | 24         |       | 1    | 112        | 38     | 8             | 277   |
| CLINTON                     | 124             | 11     | 1213    | 107      | 84         |       | 9    | 282        | 99     | 65            |       |
| CL-S                        | 65              | 7      | 11      | 21       | 33         |       | 3    | 186        | 28     | 12            | 366   |
| CL-TL                       | 52              | 5      | 4       | 24       | 22         |       | 1    | 93         | 20     | 12            | 233   |
| DARIEN                      | 17              | 1      | 8       | 20       | 7          |       |      | 65         | 20     | 18            | 156   |
| DELAVAN                     | 91              | 6      | 11      | 47       | 35         |       | 2    | 157        | 28     | 23            | 400   |
| EAST_TROY                   | 21              | 1      | 9       | 16       | 15         |       | 1    | 60         | 17     | 8             | 148   |
| EDGERTON                    | 116             | 27     | 71      | 5323     | 109        | 1     | 9    | 409        | 121    | 54            |       |
| ELKHORN                     | 61              | 4      | 18      | 70       | 31         | 11    | 8    | 224        | 53     | 26            | 506   |
| EVANSVILLE                  | 133             | 14     | 66      | 144      | 2782       |       | 7    | 341        | 142    | 67            |       |
| FONTANA                     | 40              | 3      | 6       | 27       | 15         |       | 1    | 91         | 21     | 1             | 205   |
| GENOA_CITY                  | 23              | 2      | 7       | 25       | 6          |       |      | 101        | 18     | 11            | 193   |
| JANESV_BKM                  |                 |        |         |          |            | 1519  | 1    | 78         |        |               |       |
| JANESV_NS                   | 1               |        |         | 5        |            |       | 542  | 87         |        |               |       |
| JANESVILLE                  | 689             | 81     | 165     | 486      | 380        | 18    | 76   | 34290      | 416    | 148           |       |
| KPL-BKM                     | 13              | 2      | 2       | 10       | 3          |       | 1    | 30         | 4      | 5             | 70    |
| KPL-NS                      | 60              | 2      | 25      | 29       | 27         |       | 2    | 199        | 41     | 18            | 403   |
| KPL-SI                      | 13              | 3      | 2       | 18       | 6          | 2     | 1    | 47         | 14     | 5             | 111   |
| KPL-SW                      | 129             | 8      | 33      | 62       | 57         | 9     | 8    | 335        | 91     | 37            | 769   |
| KPL-UP                      | 5               |        | 3       | 2        | 1          |       |      | 13         | 5      | 7             | 36    |
| LAKEGENEVA                  | 66              | 5      | 19      | 37       | 29         |       | 1    | 138        | 23     | 7             | 325   |
| MILTON                      | 150             | 6      | 54      | 204      | 114        | 1     | 21   | 838        | 5849   | 52            |       |
| ORFORDVILL                  | 126             | 10     | 26      | 64       | 63         |       | 7    | 184        | 67     | 1527          |       |
| RACINE_BKM                  | 23              |        | 2       | 3        |            |       |      | 27         | 8      | 2             | 65    |
| RACINEMAIN                  | 183             | 18     | 48      | 112      | 95         | 1     | 15   | 625        | 95     | 41            | 1233  |
| ROCHESTER                   | 27              | 2      | 10      | 16       | 10         |       | 3    | 89         | 16     | 5             | 178   |
| SHARON                      | 15              | 1      | 5       | 19       | 7          |       | 1    | 57         | 9      | 4             | 118   |
| UNIONGROVE                  | 12              | 2      | 23      | 15       | 11         |       | 2    | 73         | 14     | 10            | 162   |
| WALWORTH                    | 23              | 1      | 7       | 21       | 10         |       | 1    | 68         | 9      | 5             | 145   |
| WATERFORD                   | 75              | 5      | 23      | 71       | 24         |       | 1    | 165        | 35     | 13            | 412   |
| WILLIAMSBAY                 | 50              | 1      | 14      | 24       | 25         |       | 2    | 101        | 37     | 9             | 263   |
| WTFORDHS                    |                 |        | 6       | 1        |            |       |      | 9          |        |               | 16    |
|                             |                 |        |         |          |            |       |      |            |        | Non ALS Items | 6790  |





2021 June ALS items to LLS & KCLS

| ALS Items to LLS  |              |            |            |            |            |            |                   |             |                  |             |  |  |  |
|-------------------|--------------|------------|------------|------------|------------|------------|-------------------|-------------|------------------|-------------|--|--|--|
| Checkouts         |              |            |            |            |            |            |                   |             |                  |             |  |  |  |
| Station Library   | Item Library |            | BELOIT     | CLINTON    | EDGERTON   | EVANSVILLE | JANESVILLE        | MILTON      | ORFORDVILL       | Total       |  |  |  |
|                   |              |            |            |            |            |            |                   |             |                  |             |  |  |  |
| BURLINGTON        | 114          | 17         | 114        | 17         | 19         | 28         | 218               | 27          | 5                | 428         |  |  |  |
| <b>CL-S</b>       | <b>115</b>   | <b>11</b>  | <b>115</b> | <b>11</b>  | <b>26</b>  | <b>16</b>  | <b>201</b>        | <b>19</b>   | <b>2</b>         | <b>390</b>  |  |  |  |
| <b>CL-TL</b>      | <b>51</b>    | <b>7</b>   | <b>51</b>  | <b>7</b>   | <b>7</b>   | <b>5</b>   | <b>58</b>         | <b>12</b>   | <b>1</b>         | <b>141</b>  |  |  |  |
| DARIEN            | 3            |            | 3          |            |            |            | 6                 |             |                  | 9           |  |  |  |
| DELAVAN           | 64           | 11         | 64         | 11         | 19         | 10         | 134               | 13          | 8                | 259         |  |  |  |
| EAST_TROY         | 23           | 4          | 23         | 4          | 10         | 2          | 33                | 7           | 3                | 82          |  |  |  |
| ELKHORN           | 201          | 27         | 201        | 27         | 24         | 31         | 300               | 64          | 5                | 652         |  |  |  |
| FONTANA           | 16           |            | 16         |            | 9          | 3          | 28                | 8           | 2                | 66          |  |  |  |
| GENOA_CITY        | 50           | 5          | 50         | 5          | 15         | 14         | 67                | 11          | 3                | 165         |  |  |  |
| <b>KPL-AD</b>     | <b>2</b>     |            | <b>2</b>   |            | <b>2</b>   |            | <b>2</b>          | <b>2</b>    |                  | <b>8</b>    |  |  |  |
| <b>KPL-BKM</b>    | <b>76</b>    | <b>7</b>   | <b>76</b>  | <b>7</b>   | <b>21</b>  | <b>9</b>   | <b>90</b>         | <b>9</b>    | <b>2</b>         | <b>214</b>  |  |  |  |
| <b>KPL-NS</b>     | <b>178</b>   | <b>37</b>  | <b>178</b> | <b>37</b>  | <b>42</b>  | <b>32</b>  | <b>341</b>        | <b>38</b>   | <b>20</b>        | <b>688</b>  |  |  |  |
| <b>KPL-NSCURB</b> | <b>6</b>     |            | <b>6</b>   |            |            | <b>1</b>   | <b>5</b>          | <b>1</b>    |                  | <b>13</b>   |  |  |  |
| <b>KPL-SI</b>     | <b>49</b>    | <b>11</b>  | <b>49</b>  | <b>11</b>  | <b>5</b>   | <b>11</b>  | <b>95</b>         | <b>6</b>    |                  | <b>177</b>  |  |  |  |
| <b>KPL-SW</b>     | <b>487</b>   | <b>49</b>  | <b>487</b> | <b>49</b>  | <b>89</b>  | <b>82</b>  | <b>720</b>        | <b>77</b>   | <b>13</b>        | <b>1517</b> |  |  |  |
| <b>KPL-SWCURB</b> | <b>44</b>    | <b>6</b>   | <b>44</b>  | <b>6</b>   | <b>15</b>  | <b>9</b>   | <b>78</b>         | <b>10</b>   | <b>2</b>         | <b>164</b>  |  |  |  |
| <b>KPL-UP</b>     | <b>13</b>    |            | <b>13</b>  |            | <b>1</b>   | <b>1</b>   | <b>17</b>         | <b>2</b>    |                  | <b>34</b>   |  |  |  |
| LAKEGENEVA        | 142          | 16         | 142        | 16         | 31         | 19         | 264               | 32          | 5                | 509         |  |  |  |
| LAKESHORES        |              | 2          |            | 2          | 1          | 2          | 2                 | 4           | 2                | 13          |  |  |  |
| RACINE_BKM        | 85           | 8          | 85         | 8          | 20         | 15         | 144               | 16          | 2                | 290         |  |  |  |
| RACINEMAIN        | 599          | 85         | 599        | 85         | 151        | 255        | 1026              | 119         | 32               | 2267        |  |  |  |
| ROCHESTER         | 25           | 6          | 25         | 6          | 7          | 5          | 45                | 1           | 2                | 91          |  |  |  |
| SHARON            | 20           |            | 20         |            | 5          | 3          | 15                |             | 1                | 44          |  |  |  |
| UNIONGROVE        | 62           | 10         | 62         | 10         | 9          | 11         | 90                | 8           | 4                | 194         |  |  |  |
| WALWORTH          | 33           | 5          | 33         | 5          | 11         | 9          | 75                | 7           |                  | 140         |  |  |  |
| WATERFORD         | 113          | 23         | 113        | 23         | 31         | 20         | 227               | 44          | 6                | 464         |  |  |  |
| WILLIAMSBAY       | 59           | 8          | 59         | 8          | 10         | 15         | 129               | 16          |                  | 237         |  |  |  |
|                   | <b>2630</b>  | <b>355</b> |            | <b>355</b> | <b>580</b> | <b>608</b> | <b>4410</b>       | <b>553</b>  | <b>120</b>       | <b>9256</b> |  |  |  |
|                   |              |            |            |            |            |            | <b>Total KCLS</b> | <b>3346</b> | <b>Total LLS</b> | <b>5910</b> |  |  |  |

Arrowhead - hoopla June 2021

| 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      | 1475                        | 17                       | 232                         | \$1,591.41         | 773                | \$9,534.27  | 4898        |
| Clinton Public Library     | 231                         | 4                        | 39                          | \$327.23           | 153                | \$1,720.35  | 832         |
| Eager Free Public Library  | 453                         | 12                       | 77                          | \$499.45           | 245                | \$2,999.43  | 1520        |
| Edgerton Public Library    | 630                         | 4                        | 104                         | \$614.81           | 295                | \$3,747.82  | 1853        |
| Hedberg Public Library     | 3963                        | 50                       | 786                         | \$4,725.11         | 2280               | \$28,803.40 | 14366       |
| Milton Public Library (WI) | 579                         | 7                        | 102                         | \$599.03           | 294                | \$3,598.94  | 1802        |
| Orfordville Public Library | 181                         | 1                        | 35                          | \$265.95           | 130                | \$1,342.55  | 694         |
| Total                      | 7512                        | 95                       | 1375                        | \$8,622.99         | 4170               | \$51,746.76 | 25965       |

# 2021 June Overdrive Statistics

| Library                    | Ebooks      | Audiobook/Music | Magazines  | Video/Streaming Video | Total by Library | OD Users    | Holds (7-2-21) |
|----------------------------|-------------|-----------------|------------|-----------------------|------------------|-------------|----------------|
| Clinton Public Library     | 95          | 139             | 0          | 0                     | 234              | 47          | 151            |
| Orfordville Public Library | 140         | 55              | 0          | 0                     | 195              | 34          | 97             |
| Milton Public Library      | 403         | 324             | 9          | 0                     | 736              | 139         | 429            |
| Eager Free Public Library  | 331         | 447             | 9          | 0                     | 787              | 140         | 523            |
| Edgerton Public Library    | 473         | 431             | 4          | 0                     | 908              | 158         | 529            |
| Beloit Public Library      | 823         | 761             | 357        | 0                     | 1941             | 289         | 901            |
| Hedberg Public Library     | 3122        | 3032            | 127        | 3                     | 6284             | 1069        | 2646           |
| HPL Mall Branch            | 0           | 10              | 0          | 0                     | 10               | 3           | 2              |
| <b>Total by type</b>       | <b>5387</b> | <b>5199</b>     | <b>506</b> | <b>3</b>              | <b>11095</b>     | <b>1879</b> | <b>5278</b>    |

# GALE COURSES

May 2021



[Lifetime](#)

[Month](#)

[Session](#)

Date Range: MM/DD/YYYY to MM/DD/YYYY

58

total enrollments

433

total course logins

40,912

total minutes in class

## Top 20 Courses

| Course                                        | Students |
|-----------------------------------------------|----------|
| Discover Sign Language                        | 5        |
| Speed Spanish                                 | 2        |
| Listen to Your Heart, and Success Will Follow | 2        |
| Using Social Media in Business                | 2        |
| Certificate in Meditation                     | 2        |
| Certificate in Energy Medicine                | 2        |
| Discover Sign Language II                     | 2        |
| Creating Web Pages                            | 1        |
| Write Your Life Story                         | 1        |
| A to Z Grant Writing                          | 1        |
| Grammar for ESL                               | 1        |
| Computer Skills for the Workplace             | 1        |
| Write Fiction Like a Pro                      | 1        |
| Accounting Fundamentals                       | 1        |
| Resume Writing Workshop                       | 1        |
| Intermediate Networking                       | 1        |
| Get Funny!                                    | 1        |
| Keys to Effective Communication               | 1        |
| Individual Excellence                         | 1        |
| Grammar Refresher                             | 1        |

[View Course Activity](#)

## New Courses

| Course                                            | Date Added |
|---------------------------------------------------|------------|
| Introduction to Machine Learning                  | 05/04/2021 |
| Business Budgeting for Beginners                  | 04/13/2021 |
| Introduction to Microsoft Outlook 2019/Office 365 | 01/12/2021 |
| Introduction to Artificial Intelligence           | 01/05/2021 |
| Blockchain Fundamentals                           | 10/12/2020 |
| Certificate in Mindful Relationships              | 09/14/2020 |
| Explore a Career as a Clinical Medical Assistant  | 06/02/2020 |
| Intermediate QuickBooks Online                    | 05/12/2020 |
| Discover Sign Language II                         | 04/07/2020 |
| Veterinary Medical Terminology                    | 03/17/2020 |

GALE COURSES

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## Gale Courses - May 2021 Session

| Patrons                           | Library Card | Zip Code   | Course Title                                          | Session | Enrollment Date | Verification | Last Login    | Time Spent(minutes) | Completion Status |
|-----------------------------------|--------------|------------|-------------------------------------------------------|---------|-----------------|--------------|---------------|---------------------|-------------------|
| <b>Beloit Public Library</b>      |              |            |                                                       |         |                 |              |               |                     | <b>15</b>         |
| 1                                 | 2.1537E+13   | 53511      | Advanced Web Pages                                    | May-21  | 4/5/21          | Unverified   | 5/16/21 18:12 | 0                   | Incomplete        |
| 2                                 | 2.1537E+13   | 53511      | Discover Sign Language                                | May-21  | 5/10/21         | Verified     | 7/6/21 16:43  | 1639                | Incomplete        |
|                                   | 2.1537E+13   | 53511      | Discover Sign Language II                             | May-21  | 5/10/21         | Verified     | 5/25/21 18:15 | 742                 | Incomplete        |
| 3                                 | 2.1537E+13   | 53511      | Keys to Effective Communication                       | May-21  | 4/25/21         | Verified     | 6/4/21 13:10  | 137                 | Incomplete        |
|                                   | 2.1537E+13   | 53511      | Nonprofit Fundraising Essentials                      | May-21  | 5/16/21         | Verified     | 6/4/21 13:11  | 20                  | Incomplete        |
|                                   | 2.1537E+13   | 53511      | Individual Excellence                                 | May-21  | 5/16/21         | Verified     | 6/4/21 15:05  | 95                  | Incomplete        |
|                                   | 2.1537E+13   | 53511      | Interpersonal Communication                           | May-21  | 5/16/21         | Verified     | 6/4/21 15:40  | 301                 | Incomplete        |
|                                   | 2.1537E+13   | 53511      | Listen to Your Heart, and Success Will Follow         | May-21  | 5/16/21         | Verified     | 6/4/21 13:10  | 331                 | Incomplete        |
|                                   | 2.1537E+13   | 53511      | Resume Writing Workshop                               | May-21  | 5/16/21         | Verified     | 5/24/21 11:00 | 133                 | Incomplete        |
|                                   | 2.1537E+13   | 53511      | Skills for Making Great Decisions                     | May-21  | 5/16/21         | Verified     | 5/24/21 13:01 | 16                  | Incomplete        |
|                                   | 2.1537E+13   | 53511      | Marriage and Relationships: Keys to Success           | May-21  | 5/16/21         | Verified     | 6/4/21 15:26  | 43                  | Incomplete        |
|                                   | 2.1537E+13   | 53511      | Get Funny!                                            | May-21  | 5/16/21         | Verified     | 6/4/21 14:45  | 30                  | Incomplete        |
|                                   | 2.1537E+13   | 53511      | Wow, What a Great Event!                              | May-21  | 5/16/21         | Verified     | 6/4/21 14:35  | 27                  | Incomplete        |
| 4                                 | 2.1537E+13   | 53511      | Creating Web Pages                                    | May-21  | 4/19/21         | Verified     | 7/3/21 14:02  | 1894                | Completed         |
| 5                                 | 2.1537E+13   | 53511      | Introduction to Python 3 Programming                  | May-21  | 5/4/21          | Verified     | 6/10/21 17:08 | 494                 | Incomplete        |
| <b>Hedberg Public Library</b>     |              |            |                                                       |         |                 |              |               |                     | <b>29</b>         |
| 1                                 | 2.1828E+13   | 61063      | Become a Veterinary Assistant II: Canine Reproduction | May-21  | 5/6/21          | Unverified   | 5/12/21 18:14 | 136                 | Incomplete        |
|                                   | 2.1828E+13   | 61063      | Veterinary Medical Terminology                        | May-21  | 5/6/21          | Unverified   | 7/9/21 7:20   | 0                   | Incomplete        |
| 2                                 | 2.1828E+13   | 53548      | Write Your Life Story                                 | May-21  | 4/29/21         | Verified     | 6/23/21 9:11  | 1120                | Completed         |
| 3                                 | 2.1828E+13   | 53190      | Introduction to Windows 10                            | May-21  | 4/28/21         | Verified     | 6/20/21 19:03 | 4744                | Completed         |
| 4                                 | 2.1828E+13   | 53546      | Intermediate Microsoft Access 2016                    | May-21  | 3/15/21         | Verified     | 7/2/21 22:37  | 3401                | Completed         |
| 5                                 | 2.1828E+13   | 53546      | Medical Math                                          | May-21  | 4/30/21         | Verified     | 6/14/21 21:39 | 913                 | Incomplete        |
| 6                                 | 2.1828E+13   | 53546      | Introduction to Microsoft Word 2016                   | May-21  | 4/29/21         | Unverified   | 5/20/21 10:40 | 0                   | Incomplete        |
| 7                                 | 2.1828E+13   | 53548      | Advanced Fiction Writing                              | May-21  | 4/28/21         | Verified     | 5/15/21 20:02 | 10                  | Incomplete        |
|                                   | 2.1828E+13   | 53548      | Mystery Writing                                       | May-21  | 4/28/21         | Verified     | 7/10/21 21:30 | 138                 | Incomplete        |
|                                   | 2.1828E+13   | 53548      | Write Fiction Like a Pro                              | May-21  | 4/28/21         | Verified     | 5/15/21 20:02 | 6                   | Incomplete        |
|                                   | 2.1828E+13   | 53548      | Writing the Fantasy Novel                             | May-21  | 4/28/21         | Verified     | 5/15/21 20:02 | 6                   | Incomplete        |
|                                   | 2.1828E+13   | 53548      | Writing Young Adult Fiction                           | May-21  | 4/28/21         | Verified     | 6/7/21 2:24   | 6                   | Incomplete        |
| 8                                 | 2.1828E+13   | 53545      | Grammar for ESL                                       | May-21  | 5/9/21          | Verified     | 5/13/21 17:35 | 12                  | Incomplete        |
|                                   | 2.1828E+13   | 53545      | Speed Spanish                                         | May-21  | 5/9/21          | Verified     | 5/30/21 18:57 | 390                 | Incomplete        |
|                                   | 2.1828E+13   | 53545      | Teaching Adult Learners                               | May-21  | 5/9/21          | Verified     | 5/13/21 17:45 | 12                  | Incomplete        |
| 9                                 | 2.1828E+13   | 53545      | Certificate in Brain Health                           | May-21  | 5/17/21         | Unverified   | 5/17/21 13:09 | 254                 | Incomplete        |
| 10                                | 2.1828E+13   | 53545      | Discover Sign Language                                | May-21  | 5/6/21          | Unverified   | 5/6/21 9:06   | 0                   | Incomplete        |
| 11                                | 2.1828E+13   | 53548      | Intermediate Networking                               | May-21  | 5/12/21         | Verified     | 6/26/21 8:05  | 2338                | Completed         |
|                                   | 2.1828E+13   | 53548      | Understanding the Cloud                               | May-21  | 5/12/21         | Verified     | 6/26/21 18:59 | 2505                | Completed         |
|                                   | 2.1828E+13   | 53548      | Blockchain Fundamentals                               | May-21  | 5/21/21         | Verified     | 6/21/21 12:05 | 1987                | Incomplete        |
| 12                                | 2.1828E+13   | 53548      | Introduction to QuickBooks Online                     | May-21  | 4/25/21         | Unverified   | 4/25/21 12:28 | 0                   | Incomplete        |
| 13                                | 2.1828E+13   | 53545      | Using Social Media in Business                        | May-21  | 5/6/21          | Unverified   | 5/15/21 6:28  | 126                 | Incomplete        |
|                                   | 2.1828E+13   | 53545      | Marketing Your Business on the Internet               | May-21  | 5/6/21          | Unverified   | 5/15/21 4:21  | 0                   | Incomplete        |
| 14                                | 2.1828E+13   | 53545      | Discover Sign Language                                | May-21  | 5/24/21         | Verified     | 6/4/21 13:31  | 135                 | Incomplete        |
|                                   | 2.1828E+13   | 53545      | Discover Sign Language II                             | May-21  | 5/24/21         | Verified     | 6/4/21 13:43  | 741                 | Incomplete        |
| 15                                | 2.1828E+13   | 53545      | Discover Sign Language                                | May-21  | 5/5/21          | Unverified   | 5/26/21 6:48  | 0                   | Incomplete        |
| 16                                | 2.1828E+13   | 53546      | Accounting Fundamentals II                            | May-21  | 3/16/21         | Verified     | 5/20/21 11:54 | 226                 | Incomplete        |
| 17                                | 2.1828E+13   | 53545      | Introduction to Microsoft Word 2019/Office 365        | May-21  | 5/10/21         | Verified     | 7/2/21 7:25   | 1654                | Incomplete        |
|                                   | 2.1828E+13   | 53545      | Computer Skills for the Workplace                     | May-21  | 5/10/21         | Verified     | 6/29/21 19:58 | 1484                | Completed         |
| <b>Edgerton Public Library</b>    |              |            |                                                       |         |                 |              |               |                     | <b>9</b>          |
| 1                                 | 2.4511E+13   | 53534      | Introduction to PHP and MySQL                         | May-21  | 4/15/21         | Unverified   | 4/20/21 12:57 | 0                   | Incomplete        |
|                                   | 2.4511E+13   | 53534      | Introduction to C++ Programming                       | May-21  | 4/15/21         | Unverified   | 4/20/21 12:57 | 0                   | Incomplete        |
| 2                                 | 2.4511E+13   | 53534      | Certificate in Meditation                             | May-21  | 5/10/21         | Verified     | 5/25/21 17:34 | 241                 | Incomplete        |
|                                   | 2.4511E+13   | 53534      | Certificate in Energy Medicine                        | May-21  | 5/1/21          | Verified     | 5/25/21 17:31 | 7                   | Incomplete        |
| 3                                 | 2.4511E+13   | 53538      | Speed Spanish                                         | May-21  | 4/26/21         | Unverified   | 4/26/21 6:17  | 0                   | Incomplete        |
| 4                                 | 2.4511E+13   | 53534      | Certificate in Energy Medicine                        | May-21  | 3/31/21         | Verified     | 6/10/21 5:59  | 869                 | Incomplete        |
|                                   | 2.4511E+13   | 53534      | Certificate in Meditation                             | May-21  | 3/31/21         | Verified     | 6/4/21 9:55   | 368                 | Incomplete        |
| 5                                 | 2.4511E+13   | 53534      | Discover Sign Language                                | May-21  | 5/7/21          | Verified     | 6/21/21 18:10 | 1080                | Incomplete        |
| 6                                 | 2.4511E+13   | 53534      | Introduction to Statistics                            | May-21  | 5/13/21         | Unverified   | 5/13/21 13:41 | 139                 | Incomplete        |
| <b>Eager Free Public Library</b>  |              |            |                                                       |         |                 |              |               |                     | <b>1</b>          |
| 1                                 | 2.5353E+13   | 53536      | Accounting Fundamentals                               | May-21  | 5/4/21          | Verified     | 6/18/21 10:09 | 1829                | Completed         |
| <b>Milton Public Library</b>      |              |            |                                                       |         |                 |              |               |                     | <b>2</b>          |
| 1                                 | 2.7462E+13   | 53563      | A to Z Grant Writing                                  | May-21  | 4/19/21         | Verified     | 6/18/21 11:43 | 1811                | Incomplete        |
| 2                                 | 2.7462E+13   | 53563-9462 | Grammar Refresher                                     | May-21  | 4/23/21         | Verified     | 6/22/21 16:48 | 5043                | Completed         |
| <b>Orfordville Public Library</b> |              |            |                                                       |         |                 |              |               |                     | <b>2</b>          |
| 1                                 | 2.9229E+13   | 53576      | Using Social Media in Business                        | May-21  | 5/24/21         | Unverified   | 6/22/21 9:08  | 0                   | Incomplete        |
|                                   | 2.9229E+13   | 53576      | Listen to Your Heart, and Success Will Follow         | May-21  | 5/24/21         | Verified     | 6/22/21 12:37 | 1257                | Completed         |

### Student Comments

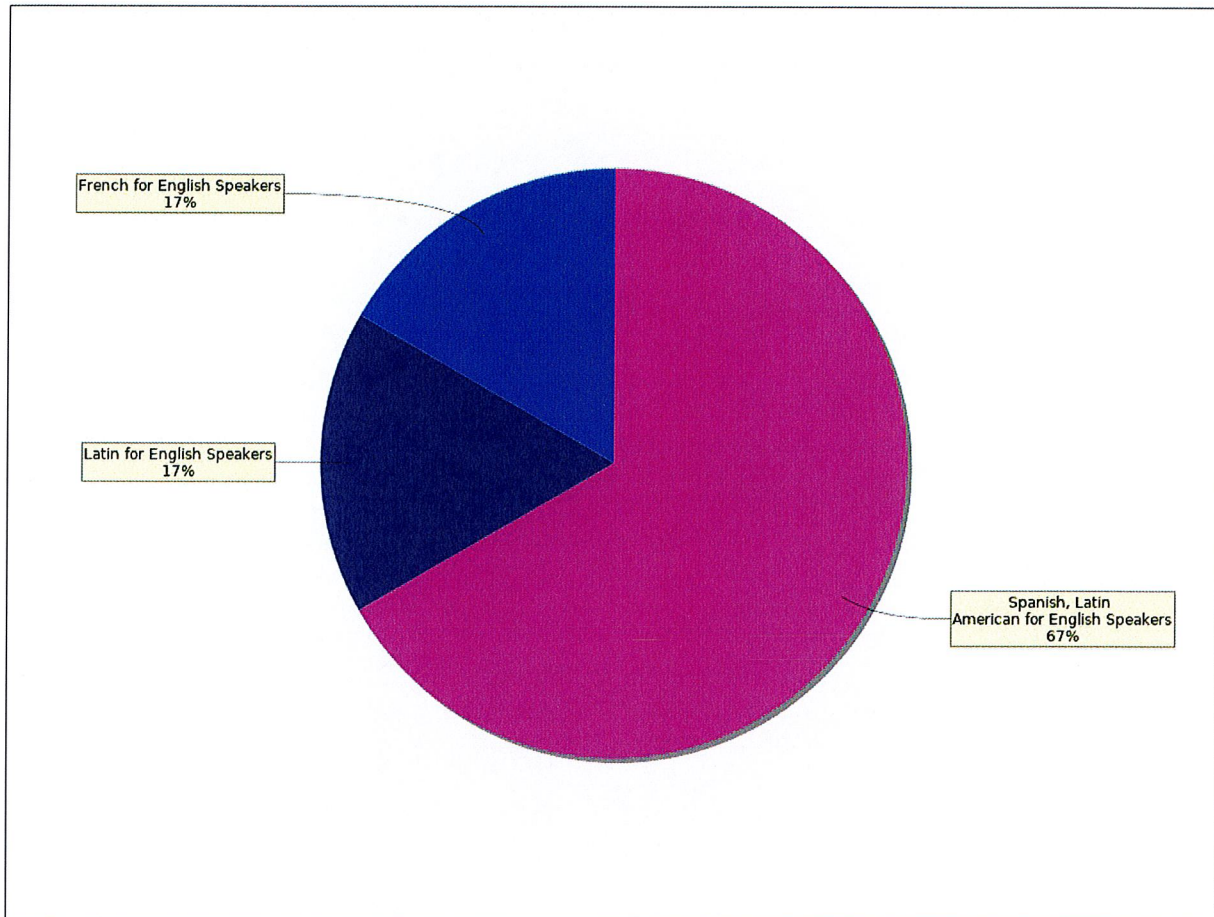
|             |                                   |                                                                                                                                                                                                                                                   |
|-------------|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| May 12 2021 | Computer Skills for the Workplace | Thank you. This was very useful in helping me remember how to use excel again and learn more about other programs in Microsoft office.                                                                                                            |
| May 12 2021 | Introduction to Windows 10        | I could not find the Cortana Notebook (Lesson 6) on my Windows 10 desktop (purchased March 2021). My response to quiz question 18 was purely a guess. Would have liked some info about updating drivers and more on virus and malware protection. |

Transparent Language  
June 2021

| Group Name                 | Start Date | End Date | Total Sessions | Total Circulations | Total Unique Users | Total Registrations | Total User Sessions | Total Web Session Time | Avg. Web Session Time | Total Web Session Time | Mobile App Sessions | Mobile App Unique Users | Avg. Mobile App Session Time | Total Mobile App Session Time | Total Course Downloads | Total Vocab Lesson Downloads | KidSpeak Access Count | KidSpeak Unique Users | Avg. KidSpeak Learning Time | KidSpeak Learning Time |         |
|----------------------------|------------|----------|----------------|--------------------|--------------------|---------------------|---------------------|------------------------|-----------------------|------------------------|---------------------|-------------------------|------------------------------|-------------------------------|------------------------|------------------------------|-----------------------|-----------------------|-----------------------------|------------------------|---------|
| All Admins                 | 6/1/21     | 6/30/21  | 3              | 0                  | 0                  | 1                   | 0                   | 0:01:40                | 1                     | 0:00:33                | 0:01:40             | 0                       | 0                            | 0:00:00                       | 0:00:00                | 0                            | 0                     | 0                     | 0                           | 0:00:00                | 0:00:00 |
| All Learners               | 6/1/21     | 6/30/21  | 12             | 13                 | 13                 | 8                   | 2                   | 1:41:48                | 7                     | 0:09:12                | 1:41:12             | 1                       | 1                            | 0:00:36                       | 0:00:36                | 0                            | 0                     | 0                     | 0                           | 0:00:00                | 0:00:00 |
| All Users                  | 6/1/21     | 6/30/21  | 15             | 13                 | 9                  | 2                   | 1:43:28             | 14                     | 8                     | 0:07:20                | 1:42:52             | 1                       | 1                            | 0:00:36                       | 0:00:36                | 0                            | 0                     | 0                     | 0                           | 0:00:00                | 0:00:00 |
| Beloit Public Library      | 6/1/21     | 6/30/21  | 1              | 6                  | 1                  | 1                   | 0:52:07             | 0                      | 0                     | 0:52:07                | 0:52:07             | 0                       | 0                            | 0:00:00                       | 0:00:00                | 0                            | 0                     | 0                     | 0                           | 0:00:00                | 0:00:00 |
| Clinton Public Library     | 6/1/21     | 6/30/21  | 0              | 0                  | 0                  | 0                   | 0                   | 0:00:00                | 0                     | 0:00:00                | 0:00:00             | 0                       | 0                            | 0:00:00                       | 0:00:00                | 0                            | 0                     | 0                     | 0                           | 0:00:00                | 0:00:00 |
| Eager Free Public Library  | 6/1/21     | 6/30/21  | 0              | 0                  | 0                  | 0                   | 0                   | 0:00:00                | 0                     | 0:00:00                | 0:00:00             | 0                       | 0                            | 0:00:00                       | 0:00:00                | 0                            | 0                     | 0                     | 0                           | 0:00:00                | 0:00:00 |
| Edgerton Public Library    | 6/1/21     | 6/30/21  | 1              | 1                  | 1                  | 1                   | 0                   | 0:00:36                | 1                     | 0:00:36                | 0:00:36             | 1                       | 1                            | 0:00:36                       | 0:00:36                | 0                            | 0                     | 0                     | 0                           | 0:00:00                | 0:00:00 |
| Hedberg Public Library     | 6/1/21     | 6/30/21  | 1              | 1                  | 1                  | 1                   | 0                   | 0:00:03                | 1                     | 0:00:03                | 0:00:03             | 0                       | 0                            | 0:00:00                       | 0:00:00                | 0                            | 0                     | 0                     | 0                           | 0:00:00                | 0:00:00 |
| Milton Public Library      | 6/1/21     | 6/30/21  | 1              | 1                  | 1                  | 1                   | 1                   | 0:11:23                | 1                     | 0:11:23                | 0:11:23             | 0                       | 0                            | 0:00:00                       | 0:00:00                | 0                            | 0                     | 0                     | 0                           | 0:00:00                | 0:00:00 |
| Orfordville Public Library | 6/1/21     | 6/30/21  | 3              | 3                  | 3                  | 2                   | 0                   | 0:27:55                | 2                     | 0:09:18                | 0:27:55             | 0                       | 0                            | 0:00:00                       | 0:00:00                | 0                            | 0                     | 0                     | 0                           | 0:00:00                | 0:00:00 |

# Language Usage Report

Start Date: 06/01/2021  
 End Date: 06/30/2021  
 Languages: All Languages for All Languages  
 Reporting Group(s): All Admins (system.admin), All Learners (system.learner), All Users (system.all), Beloit Public Library (BeloitPL), Clinton Public Library (ClintonPL), Eager Free Public Library (EagerFreePL), Edgerton Public Library (EdgertonPL), Hedberg Public Library (HedbergPL), Milton Public Library (MiltonPL), Orfordville Public Library (OrfordvillePL)  
 Membership: Group members from reporting period  
 Content: All Content



Total Access Count: 6

| Language Name                                | Access Count | Calculated Percentage |
|----------------------------------------------|--------------|-----------------------|
| Spanish, Latin American for English Speakers | 4            | 66.67%                |
| Latin for English Speakers                   | 1            | 16.67%                |
| French for English Speakers                  | 1            | 16.67%                |

Creative Bug (System Stats)  
June 2021

| Date      | Class Title                                                  | Class Category | Class Duration (min) | Unique Viewers | Average Viewed Duration (min) | Class Completions |
|-----------|--------------------------------------------------------------|----------------|----------------------|----------------|-------------------------------|-------------------|
| 2021 June | Art Journal Pages with Mou Saha: 7/25/19                     | Art + Design   | 30                   | 1              | 60                            | 1                 |
| 2021 June | Daily Art Journal Challenge: 30 Prompts with Get Messy       | Art + Design   | 221.7                | 1              | 41.7                          | 0                 |
| 2021 June | Daily Painting Challenge: 31 Flowers to Paint with Yao Cheng | Art + Design   | 214.9                | 1              | 58.7                          | 0                 |
| 2021 June | Gratitude Art Journal: A Daily Practice                      | Art + Design   | 230.9                | 1              | 24                            | 0                 |
| 2021 June | How to Make Watercolor Cards                                 | Art + Design   | 23.5                 | 1              | 8.1                           | 0                 |
| 2021 June | Intermediate Watercolor                                      | Art + Design   | 135.7                | 1              | 75.2                          | 0                 |
| 2021 June | Painting with Carolyn Gavin: 10/11/18                        | Art + Design   | 34.6                 | 1              | 103.9                         | 1                 |
| 2021 June | Treasure Hunt Your Artistic Style: A 10-Day Guide            | Art + Design   | 116.4                | 1              | 134.9                         | 1                 |
| 2021 June | Watercolor effects using salt: 8/23/19                       | Art + Design   | 16.9                 | 1              | 33.8                          | 1                 |
| 2021 June | Watercolor Painting in the Garden                            | Art + Design   | 47.3                 | 1              | 40.9                          | 0                 |
| 2021 June | Watercolor Workshop: A Daily Practice                        | Art + Design   | 214.3                | 1              | 22.2                          | 0                 |
| 2021 June | Crocheted Stones                                             | Crochet        | 42.7                 | 1              | 43.7                          | 1                 |
| 2021 June | DIY Kids Knitting Needles                                    | Kids           | 13.8                 | 1              | 0.6                           | 0                 |
| 2021 June | Weaving for Beginners                                        | Knitting       | 45.4                 | 1              | 21.9                          | 0                 |
| 2021 June | Diamonds in the Sky Quilt                                    | Quilting       | 21.8                 | 1              | 0.9                           | 0                 |
| 2021 June | Flying Gosling Baby Quilt                                    | Quilting       | 53.5                 | 1              | 0.5                           | 0                 |
| 2021 June | Piecing Large-Scale Patchwork Quilts                         | Quilting       | 41.7                 | 1              | 0.7                           | 0                 |
| 2021 June | Three-Part Harmony Quilt                                     | Quilting       | 26.4                 | 1              | 1.3                           | 0                 |
| 2021 June | DIY Fabric Shoelaces                                         | Sewing         | 11                   | 1              | 11.8                          | 1                 |
| 2021 June | Easy Home DV@cor Sewing                                      | Sewing         | 118.5                | 1              | 7.5                           | 0                 |
| 2021 June | Free-form Needlepoint Sampler                                | Sewing         | 83                   | 1              | 403.3                         | 0                 |
| 2021 June | Thread Painting: Embroider Spring Blooms                     | Sewing         | 106.2                | 1              | 96.8                          | 0                 |
|           |                                                              |                |                      | 22             | 54.2                          | 6                 |



| Beloit      | Total Usage | Database Usage | Writing Lab | Unique Visits |
|-------------|-------------|----------------|-------------|---------------|
| january     | 11          | 11             | 0           | 5             |
| february    | 8           | 0              | 0           | 3             |
| march       | 3           | 3              | 0           | 2             |
| april       | 0           | 0              | 0           | 0             |
| may         | 0           | 0              | 0           | 0             |
| june        | 4           | 4              | 0           | 1             |
| july        |             |                |             |               |
| august      |             |                |             |               |
| september   |             |                |             |               |
| october     |             |                |             |               |
| november    |             |                |             |               |
| december    |             |                |             |               |
|             | 26          | 18             | 0           | 11            |
| Clinton     | Total Usage | Database Usage | Writing Lab | Unique Visits |
| january     | 0           | 0              | 0           | 0             |
| february    | 0           | 0              | 0           | 0             |
| march       | 5           | 5              | 0           | 1             |
| april       | 0           | 0              | 0           | 0             |
| may         | 0           | 0              | 0           | 0             |
| june        | 0           | 0              | 0           | 0             |
| july        |             |                |             |               |
| august      |             |                |             |               |
| september   |             |                |             |               |
| october     |             |                |             |               |
| november    |             |                |             |               |
| december    |             |                |             |               |
|             | 5           | 5              | 0           | 1             |
| Eager Free  | Total Usage | Database Usage | Writing Lab | Unique Visits |
| january     | 0           | 0              | 0           | 0             |
| february    | 0           | 0              | 0           | 0             |
| march       | 3           | 3              | 1           | 1             |
| april       | 0           | 0              | 0           | 0             |
| may         | 0           | 0              | 0           | 0             |
| june        | 0           | 0              | 0           | 0             |
| july        |             |                |             |               |
| august      |             |                |             |               |
| september   |             |                |             |               |
| october     |             |                |             |               |
| november    |             |                |             |               |
| december    |             |                |             |               |
|             | 3           | 3              | 1           | 1             |
| Edgerton    | Total Usage | Database Usage | Writing Lab | Unique Visits |
| january     | 0           | 0              | 0           | 0             |
| february    | 0           | 0              | 0           | 0             |
| march       | 7           | 7              | 0           | 2             |
| april       | 0           | 0              | 0           | 0             |
| may         | 0           | 0              | 0           | 0             |
| june        | 0           | 0              | 0           | 0             |
| july        |             |                |             |               |
| august      |             |                |             |               |
| september   |             |                |             |               |
| october     |             |                |             |               |
| november    |             |                |             |               |
| december    |             |                |             |               |
|             | 7           | 7              | 0           | 2             |
| Hedberg     | Total Usage | Database Usage | Writing Lab | Unique Visits |
| january     | 10          | 10             | 0           | 3             |
| february    | 0           | 1              | 0           | 1             |
| march       | 15          | 15             | 0           | 3             |
| april       | 0           | 0              | 0           | 0             |
| may         | 56          | 56             | 0           | 5             |
| june        | 8           | 8              | 0           | 1             |
| july        |             |                |             |               |
| august      |             |                |             |               |
| september   |             |                |             |               |
| october     |             |                |             |               |
| november    |             |                |             |               |
| december    |             |                |             |               |
|             | 89          | 90             | 0           | 13            |
| Milton      | Total Usage | Database Usage | Writing Lab | Unique Visits |
| january     | 0           | 0              | 0           | 0             |
| february    | 0           | 0              | 0           | 0             |
| march       | 5           | 5              | 0           | 1             |
| april       | 17          | 17             | 0           | 2             |
| may         | 0           | 0              | 0           | 0             |
| june        | 0           | 0              | 0           | 0             |
| july        |             |                |             |               |
| august      |             |                |             |               |
| september   |             |                |             |               |
| october     |             |                |             |               |
| november    |             |                |             |               |
| december    |             |                |             |               |
|             | 22          | 22             | 0           | 3             |
| Orfordville | Total Usage | Database Usage | Writing Lab | Unique Visits |
| january     | 0           | 0              | 0           | 0             |
| february    | 0           | 0              | 0           | 0             |
| march       | 0           | 0              | 0           | 0             |
| april       | 0           | 0              | 0           | 0             |
| may         | 0           | 0              | 0           | 0             |
| june        | 0           | 0              | 0           | 0             |
| july        |             |                |             |               |
| august      |             |                |             |               |
| september   |             |                |             |               |
| october     |             |                |             |               |
| november    |             |                |             |               |
| december    |             |                |             |               |
|             | 0           | 0              | 0           | 0             |
| Total       | Total Usage | Database Usage | Writing Lab | Unique Visits |
|             | 152         | 145            | 1           | 31            |

2022 ALS Budget with fund balance - final

| Revenue |                                                                                                  | 2019 Actual      | 2020 Request     | 2020 Actual         | 2021 Request     | 2021 Estimated   | 2022 Request     |
|---------|--------------------------------------------------------------------------------------------------|------------------|------------------|---------------------|------------------|------------------|------------------|
| 42200   | State Aid                                                                                        | 467,820          | 467,820          | 467,820.00          | 467,820          | 467,820          | 540,857          |
| 44120   | Misc Fees                                                                                        | 6,103            | 6,103            | 6,103.25            | 3,052            | 2,841            | 3,438            |
| 45504   | Intergovt-Other libraries                                                                        | <b>240,765</b>   | <b>250,654</b>   | <b>252,644.68</b>   | <b>260,892</b>   | <b>260,892</b>   | <b>284,448</b>   |
| 46000   | Contributions                                                                                    | 2,000            | 2,000            | 2,000.00            | 2,000            | 2,000            | 2,000            |
| 46400   | Funds Forwarded from prior Yr.                                                                   |                  | 86,050           | <b>15,407.36</b>    | 60,000           | <b>1,235</b>     | 40,000           |
| 46900   | Refund of prior years expense                                                                    |                  |                  | 743,975.29          |                  |                  |                  |
| 47000   | Transfers in                                                                                     |                  |                  |                     |                  |                  |                  |
|         | <b>Total Revenue*</b>                                                                            | <b>716,688</b>   | 812,627          | 743,975.29          | <b>793,763</b>   | <b>734,788</b>   | <b>870,743</b>   |
|         | <b>Total Fund Balance</b>                                                                        | <b>271,212</b>   | <b>292,361</b>   | <b>276,953.64</b>   | <b>216,954</b>   |                  |                  |
|         | Trust Accounts were terminated in 2015, associated funds were moved to the general fund balance. |                  |                  |                     |                  |                  |                  |
| Expense |                                                                                                  |                  |                  |                     |                  |                  |                  |
| 61100   | Regular Wages                                                                                    | <b>179,480</b>   | <b>182,860</b>   | <b>178,008.72</b>   | <b>183,982</b>   | <b>183,982</b>   | <b>189,492</b>   |
| 61300   | Per Diems                                                                                        | <b>1,840</b>     | <b>1,800</b>     | <b>1,354.46</b>     | <b>1,800</b>     | <b>1,800</b>     | <b>1,800</b>     |
| 61400   | FICA                                                                                             | <b>13,821</b>    | <b>13,989</b>    | <b>13,313.25</b>    | <b>14,075</b>    | <b>14,075</b>    | <b>14,496</b>    |
| 61510   | Retirement-Employers                                                                             | <b>10,556</b>    | <b>11,977</b>    | <b>10,338.53</b>    | <b>12,051</b>    | <b>12,051</b>    | <b>10,514</b>    |
| 61610   | Health Insurance                                                                                 | <b>49,097</b>    | <b>51,048</b>    | <b>51,176.36</b>    | <b>47,752</b>    | <b>47,752</b>    | <b>47,560</b>    |
| 61620   | Dental Insurance                                                                                 | <b>1,556</b>     | <b>1,556</b>     | <b>1,556.16</b>     | <b>1,373</b>     | <b>1,373</b>     | <b>1,334</b>     |
| 61630   | Life Insurance                                                                                   | <b>114</b>       | <b>180</b>       | <b>120.30</b>       | <b>180</b>       | <b>160</b>       | <b>180</b>       |
| 62119   | Other contracted services                                                                        | <b>159,720</b>   | <b>258,933</b>   | <b>218,372.94</b>   | <b>237,515</b>   | <b>189,000</b>   | <b>269,076</b>   |
| 62130   | Audit Fees                                                                                       | 1,500            | 2,000            | 0.00                | 2000             | 2,000            | 2,000            |
| 62210   | Telephone                                                                                        | 1,351            | 2,000            | 1,270.54            | 2000             | 1,600            | 2,000            |
| 62410   | R&M-Vehicles                                                                                     | 6,138            | 10,000           | 6,160.92            | 10,000           | 7,000            | 10,000           |
| 62420   | R&M-Machinery&Equip.                                                                             | 0                | 100              | 0.00                | 100              | 0                | 100              |
| 63100   | Office Supplies&Expenses                                                                         | 1,011            | 1,500            | 1,053.68            | 1,500            | 1,500            | 1,500            |
| 63101   | Postage                                                                                          | 230              | 1,000            | 190.20              | 1,000            | 200              | 1,000            |
| 63104   | Printing & Duplication                                                                           | 3,503            | 5,000            | 4,560.23            | 5,000            | 5,000            | 6,000            |
| 63108   | Public Information                                                                               | 2,556            | 5,000            | 911.30              | 5,000            | 3,500            | 5,000            |
| 63200   | Publications/Subscriptions/Dues                                                                  | 1,060            | 1,500            | 1,277.88            | 1,200            | 1,280            | 1,300            |
| 63300   | Travel                                                                                           | 1,808            | 3,000            | 519.89              | 3,000            | 2,000            | 3,000            |
| 64200   | Training Expense                                                                                 | 1,990            | 4,000            | 3,069.15            | 4,000            | 3,000            | 4,000            |
| 64201   | Convention Expense                                                                               | 2,939            | 4,000            | 499.58              | 4,000            | 2,500            | 4,000            |
| 64214   | ILS Costs                                                                                        | <b>193,007</b>   | <b>185,684</b>   | <b>185,692.16</b>   | <b>191,735</b>   | <b>191,735</b>   | <b>197,891</b>   |
| 64303   | Extension Materials                                                                              | 3,785            | <b>4,000</b>     | <b>3,753.32</b>     | <b>4,000</b>     | <b>4,000</b>     | <b>4,000</b>     |
| 64306   | Resource Library                                                                                 | 40,000           | 40,000           | 40,000.00           | 40,000           | 40,000           | 40,000           |
| 64307   | Participating Libraries                                                                          | <b>1,025,967</b> | <b>1,113,408</b> | <b>1,113,408.15</b> | <b>1,162,844</b> | <b>1,162,844</b> | <b>1,238,125</b> |
| 64309   | Intersystem Agreement                                                                            | <b>72,691</b>    | <b>73,534</b>    | <b>73,534.16</b>    | <b>83,040</b>    | <b>83,040</b>    | <b>81,828</b>    |
| 64904   | Sundry Expense                                                                                   | 308              | 1,000            | 50.60               | 1,000            | 200              | 1,000            |
| 64918   | Advertising                                                                                      | 0                | 300              | 0.00                | 300              | 0                | 300              |
| 65101   | Insurance on Building                                                                            | 5,340            | 5,000            | 5,416.00            | 6,000            | 5,880            | 6,000            |
| 65321   | Building/office Lease                                                                            | 14,000           | 14,000           | 14,000.04           | 14,000           | 14,000           | 14,000           |
| 67199   | Misc. Equipment                                                                                  | 668              | 3,000            | 2,663.54            | 1,000            | 1,000            | 35,000           |
|         | <b>Total Expenses</b>                                                                            | <b>1,796,037</b> | <b>2,001,369</b> | <b>1,932,272.06</b> | <b>2,041,447</b> | <b>1,982,472</b> | <b>2,192,496</b> |
|         | Expenses minus County funds                                                                      | 695,539          | 812,627          | 743,975.29          | 793,763          | 734,788          | 870,743          |
|         |                                                                                                  | 21,149           |                  | 0.00                | 0                | 0                | 0                |



2022 ALS ROCK COUNTY FUNDING REQUEST

| 2021 Municipal                        |                 |  | 2020    |             | 2020 %   |             | Participating Library Payment |               |            | % cost of     |               |
|---------------------------------------|-----------------|--|---------|-------------|----------|-------------|-------------------------------|---------------|------------|---------------|---------------|
| Appropriation                         |                 |  | Total   | Circulation | Township | Circulation | Town.                         | use           | % of total | Township Circ |               |
| Libraries                             |                 |  |         |             |          |             |                               |               |            |               |               |
| Beloit                                | \$ 1,780,877.00 |  | 152,617 |             | 35,427   |             | 23.21%                        | \$ 413,395.16 | 33.39%     | 81.84%        | 2021          |
| Clinton                               | \$ 108,564.00   |  | 18,798  |             | 9,188    |             | 48.88%                        | \$ 53,063.41  | 4.29%      | 77.88%        | \$ 378,835.72 |
| Edgerton                              | \$ 289,102.00   |  | 60,414  |             | 16,008   |             | 26.50%                        | \$ 76,603.85  | 6.19%      | 77.50%        | \$ 49,660.38  |
| Evansville                            | \$ 292,671.00   |  | 33,553  |             | 7,753    |             | 23.11%                        | \$ 67,626.69  | 5.46%      | 77.94%        | \$ 82,247.48  |
| Janesville                            | \$ 3,546,742.00 |  | 409,778 |             | 56,294   |             | 13.74%                        | \$ 487,240.15 | 39.35%     | 91.45%        | \$ 62,371.76  |
| Milton                                | \$ 296,081.00   |  | 56,310  |             | 19,745   |             | 35.06%                        | \$ 103,820.27 | 8.39%      | 74.94%        | \$ 465,221.02 |
| Orfordville                           | \$ 81,058.00    |  | 19,223  |             | 8,206    |             | 42.69%                        | \$ 36,375.45  | 2.94%      | 70.00%        | \$ 94,175.36  |
|                                       |                 |  |         |             |          |             |                               |               |            |               | ****          |
| TOTAL                                 | \$ 6,395,095.00 |  | 750,693 |             | 152,621  |             | 20%                           | 1,238,124.98  |            | 83.53%        | \$ 30,332.77  |
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| *PLP is Participating Library Payment |                 |  |         |             |          |             |                               |               |            |               |               |
| **** 70% rule applies                 |                 |  |         |             |          |             |                               |               |            |               |               |
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|                                                                                                                                                |                              |    |           |              |         |                      |                      |                        |                              |  |
| *PLP is Participating Library Payment                                                                                                          |                              |    | 2020      |              | 2020    |                      |                      |                        |                              |  |
| ***The formula cost of rural service times 70% based on total operating expenditures - federal fund expenditures divided by total circulations | Total Operating Expenditures | \$ | 2,176,145 | Circulations | 152,617 | Cost per Circulation | Township Circulation | Cost of Township Circ. | 70% of cost of Township circ |  |
| Beloit                                                                                                                                         | \$                           |    | 2,176,145 |              | 152,617 | \$ 14.26             | 35,427               | \$ 505,148.76          | \$ 353,604.13                |  |
| Clinton                                                                                                                                        | \$                           |    | 133,297   |              | 18,798  | \$ 7.09              | 9,609                | \$ 68,137.61           | \$ 47,696.33                 |  |
| Egerton                                                                                                                                        | \$                           |    | 373,034   |              | 60,414  | \$ 6.17              | 16,008               | \$ 98,843.45           | \$ 69,190.42                 |  |
| Evansville                                                                                                                                     | \$                           |    | 366,986   |              | 33,553  | \$ 10.94             | 7,933                | \$ 86,767.20           | \$ 60,737.04                 |  |
| Hedberg                                                                                                                                        | \$                           |    | 3,878,359 |              | 409,778 | \$ 9.46              | 56,294               | \$ 532,796.64          | \$ 372,957.65                |  |
| Milton                                                                                                                                         | \$                           |    | 395,112   |              | 56,310  | \$ 7.02              | 19,745               | \$ 138,545.31          | \$ 96,981.72                 |  |
| Orfordville                                                                                                                                    | \$                           |    | 121,794   |              | 19,233  | \$ 6.33              | 8,206                | \$ 51,964.93           | \$ 36,375.45                 |  |
| Average Cost/Circ                                                                                                                              |                              |    |           |              |         | \$ 8.75              |                      | \$ 1,482,203.92        | \$ 1,037,542.74              |  |
| <b>70% formula is only used if it is higher than Rock County formula</b>                                                                       |                              |    |           |              |         |                      |                      |                        |                              |  |





## 2022 costs for shared system based on circulation patron registration averages

[illegible]

Registration is now open for [Wisconsin Trustee Training Week 2021](#), which will be held Aug. 23-27. There will be one webinar each day from noon to 1 p.m. on a topic that's relevant to public library boards, friends, and trustees. Webinars are available free of charge, and are open to anyone.

The schedule of presentation is as follows:

- Monday, Aug. 23—[Wisconsin Library Ecosystem](#)—What is a library ecosystem and why is it important? In general terms, an ecosystem is a complex network or interconnected system. In this webinar, we'll learn about the different partners involved in this ecosystem, beginning with a statewide perspective on how Wisconsin's public libraries work with **Shannon Schultz**, Public Library Administration Consultant. We will move our way through the public library system and the importance of system membership with **John Thompson**, Director of IFLS' Library System, then finish with libraries at the local level with **Jennifer Thiele**, Assistant Professor, Louisiana State University and former Director of the Marinette County Library System. Along the way, we'll explore the statutory language that comes into play at each level, and we'll provide links to resources that can be helpful.
- Tuesday, Aug. 24—[Departures & Arrivals: Transitions and Succession Planning](#)—Trustees will learn how to successfully prepare for the departure of a director due to retirement or moving to a new library. We will cover what the current director and board must put in place prior to the placement of a new director and discuss the role of trustees in successfully onboarding a new director and the transition of them into their new role. We will provide a checklist of items to prepare for new library directors that will be supplied after the presentation. Presented by **Kate Hall**, Executive Director of the Northbrook Public Library, and **Kathy Parker**, Library Consultant.
- Wednesday, Aug. 25—[Self-awareness for Social Justice Ally-ship](#)—In this session, participants will be invited to explore privilege, prejudice, and inclusion through story-telling and critical self-reflection. This session is interactive and will explore both individual and collective aspects of practicing social justice. Presented by **Ruth de Jesus**, Diversity and Inclusion Coordinator at Northland College.
- Thursday, Aug. 26—[Library Ethics 101: What Would You Do?](#)—Public libraries face ethical issues all the time. This session aims to create an open discussion about library core values and ethics. Inspired by a session at the 2020 Public Library Association Conference, our program provides real library ethical scenarios, followed by a discussion with a panel of experienced trainers. We will discuss sticky situations when personal ethics and professional ethics differ. This is a highly interactive session; audience participation is encouraged. Attendees will leave with a list of helpful resources and books. Presented by **Patty Collins**, **Gail Santy**, and **Maribeth Shafer**, Library Consultants for the Central Kansas Library System.
- Friday, Aug. 27—[Trustee Leadership: Bringing it All Together](#)—It's the end of Trustee Training Week! It's time to take what you've learned and apply it at your library. Join **Melissa McLimans**, consultant at Wisconsin Library Services

(WiLS), and **Stef Morrill**, executive director of River Valley Commons and a current Friends of the Library Board Member at Spring Green Public Library, as they discuss how to support and develop the library's vast, interconnected ecosystem by applying servant leadership.

You must register for each webinar individually at [www.wistrusteetraining.com](http://www.wistrusteetraining.com). More information is also available at that link, and you can also access recordings from the 2015-20 webinars.

Trustee Training Week is coordinated by the South Central Library System. This year, Trustee Training Week is supported by the Wisconsin Department of Public Instruction (DPI), Public Library Development Team, with funding support from the Institute of Museum and Library Services (IMLS).