

**Arrowhead Library System
Librarians Meeting via GoToMeeting
Wednesday, December 15, 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 – Bryan McCormick/Charles Teval
 2. Secretary – Tovah Anderson
 3. Approval of the November 2021 Minutes
 4. Unfinished Business
 - a. SHARE Update
 1. Statistics
 2. 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. Inclusive Services Update – Rene Bue
 - b. Kanopy – Sarah Gold
 - c. LSTA CE Scholarships
 - d. 10th Annual Wild Wisconsin Winter Web Conference – January 26-27
 6. ALS Activities
 7. Activities in Member Libraries
 8. Adjourn
- Dates to Remember:**
ALS Board Meeting – January 12th – 6:00 pm @ remote

**Arrowhead Library System
Librarians Meeting via Zoom
Wednesday, November 10, 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)

Attendees: Steve Platteter, Tovah Anderson, Kirsten Almo, Ashlee Kunkel, Joseph Langer, Megan Kloeckner, Charles Teval, Jeni Schomber, Wyatt Ditzler, Michael DeVries, Nick Dimassis, René Bue, Sarah Strunz

Guests: Courtney Harris of Covering Wisconsin

1. Call to order 9:32 a.m. – Chair – Joseph Langer
2. Secretary – Tovah Anderson
3. Approval of the October 2021 Minutes
No corrections, accepted unanimously

Agenda Addition: Courtney Harris, Outreach & Partner Relations Manager, Covering Wisconsin. (608) 262-1838 charris2@wisc.edu

Asking libraries to assist in promoting access to Rock/Walworth County's health insurance navigator for one-on-one assistance for enrollment, usage questions, literacy education around coverage. Access a promotional toolkit at <https://www.coveringwi.org/toolkit>. Willing to send printed resources as well. Open enrollment is November 1, 2021 – Jan 15, 2022.

4. Unfinished Business
 - a. SHARE UPDATES
 - i. Delivery Update
 - ii. Statistics – *Statistics emailed*
 - iii. Items for SHARE Agenda
 - b. County is doing a Broadband Availability Study. It will be added to your website unless you object. <http://madisonregion.org/industry-and-innovation/broadband/>
 - c. Hoopla: 2022 Budget due by end of month.
 - d. WPLC/OverDrive: Circ is up a little.
 - e. Gale Courses/LinkedIn Learning/Transparent Language – *Statistics emailed*
 - f. Budget 2021/22: Rock County approved their budget last night. ALS board will officially approve our budget tonight.
 - g. Merger Exploration update: Looks like first meeting will be in December 15. Monthly public meetings will follow – open meeting rules will be observed.

- h. COVID-19 Updates: Shopping bags for curbside delivery are still available, let Anita know if you'd like any.
- i. Youth Services Update – Jeni Schomber – *Nothing additional to report*
- j. Public Library System Redesign Project (PLSR) – *Nothing additional to report*
- k. ALS Board Report – Sarah Strunz – *Nothing additional to report*

5. New Business

- a. ARPA Updates: County project for business plans coming along. Registration portal nearing completion. Laptop & Hotspot order approved. Should be assembled as kits, can discuss setting a standard extended checkout period. DPI ARP pre-application amounts exceeded available funds, so grants are now competitive. Waiting to see if we've passed the pre-application stage, should now sometime in December. SHARE applied for the funding of the Mobile App.
- b. 2021 WLA Conference: In Green Bay next week. ALS & LLS are co-sponsoring the Friday Luncheon. Some scholarships are still available, talk to Steve before next week.

6. ALS Activities:

- a. Preparing to present at WLA. Working on graphics for the 1000 Books App. Attended the System Marketing Cohort meeting last week: 1. Order your printed WPLC Digital Library items as soon as you can, OWLS will be moving print shop at some point.
<https://docs.google.com/forms/d/e/1FAIpQLSershb59k4UOqclH7CvGnLUM5s11XwYxao2Zkk3lj3YXeDVkA/viewform> 2. Please attend the Library Marketing Plan Workshop on November 12. (<https://library-marketing.owlswp.org>) 3. Bridges and Monarch have a website dedicated to helping folks get online cards. They're wondering if the rest of the systems in WI are interested in adding their online card information to the website. It's a great place to send people when doing promotions with multiple libraries or state services.

7. Activities in Member Libraries

Edgerton Public Library: Received ALA Transforming Communities grant for LGBT programming. Received Southeast Asia grant from UW. HVAC issues are ongoing. Have 4 interviews next week. Board met to look at meeting room plans from FEH – ARPA investing in neighborhood grants due to tomorrow.

Milton Public Library: Book sale going on all month long. Presenting with Bill Wilson at WLA about creating Friends group. In-person story time is back. Accepted Green Bay Packers \$5,000 grants. Dealing with teen vandalism.

Hedberg Public Library: Interviewing for two public services assistant II. On Friday, Keighton Klos from Milton House doing a Senior Moments program about Death and Dying in the Civil War. Friends Book Sale coming up next weekend. Hosting a Blackhawk War program. Hosting a program about Indian Boarding Schools. Doing Books and Brews Trivia at Rock County Brewing. René reached out to UW-Whitewater to see if they're applying for the Big Read: if they do, who is interested in big Read 2023 (EPL, EFPL, HPL, CPL, OPL, possibly MPL,

BPL talk to Katharine Clark).

Beloit Public Library: 1 posted position, 1-2 more coming. New first time Director of Development for the BPL Foundation – will have new board members in January. Looking to put a children's discovery museum on the second floor. Have an Entrepreneurial Lab at the library concept. E Pluribus Unum Corner... can the library be the catalyst to pull community back around social and cultural issues. 6 panels of the National AIDS quilt with connections to WI will be on display the end of November/beginning of December. Will also have a 12/1 World AIDS Day presentation about the AIDS pandemic tied in to the COVID pandemic. 12/7 Blood Drive. 12/6 Vaccine Clinic. Will also be doing wine and hors d'oeuvres for donors before the AIDS presentation.

Orfordville Public Library: Board approved purchasing browsing shelves for the children's area. Village gave 3% budget increase, last few years have been cuts. Senior Luncheon is starting up again. Will participate in Orfordville's Shop Small Saturday with a free hot chocolate bar.

Evansville Public Library: Received Southeast Asia grant from UW. Doing mostly take home and virtually programming. Will try offering in-person and virtual/take home in December. December 2 will be a village meeting to approve budget. Staff member will be starting a library podcast in January.

Clinton Public Library: Received Southeast Asia grant from UW and the Mini-Grant for the Library Marketing Plan workshop. Working on the third ALA Community Conversations strategic planning meeting.

8. Adjourn at 10:37 a.m.

Motion: Charles Teval; Second: Kirsten Almo; Approved: Unanimously

Dates to Remember:

SHARE: Tuesday, December 7, 2021 @ 9:30 a.m. – Hybrid at Matheson Memorial Library

ALS Board: Wednesday, December 8, 2021 @ 6:00 p.m. – Online

ALS Librarians: Wednesday, December 15, 2021 @ 9:30 a.m. – Online

2021 November 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	13075	349	1900	6573	3616	8	773	34420	5658	1630	68002
BELOIT	11005	88	237	526	276		32	1318	304	92	
BURLINGTON	34	7	22	40	35		5	141	34	7	325
CLINTON	98	13	987	123	82		3	344	53	59	
CL-S	45	5	7	46	22		1	150	27	17	320
CL-TL	33	5	9	18	10		2	93	19	9	198
DARIEN	20	4	31	50	12		2	104	20	17	260
DELAVER	56	2	10	52	13		4	142	22	10	311
EAST_TROY	18	1	5	17	11			55	17	4	128
EDGERTON	101	21	49	3843	90		15	363	130	59	
ELKHORN	67	4	22	86	27		3	194	48	12	463
EVANSVILLE	116	14	59	128	2193		5	372	104	64	
FONTANA	23	2	7	17	21		1	87	17	4	179
GENOA_CITY	22	1	14	36	25			102	20	12	232
JANESV_BKM	2					8		16			
JANESV_NS	29	15	6	36	5		605	128	13	5	
JANESVILLE	668	75	163	655	319		46	27814	523	80	
KPL-BKM	11		3	24	1			38	5	3	85
KPL-NS	81	9	19	77	48		2	223	38	17	514
KPL-SI	18	1	7	24	6		2	34	9	5	106
KPL-SW	116	15	25	116	58		5	340	91	26	792
KPL-UP	4		1	20	11		2	12	4	1	55
LAKEGENEVA	6						1	1			8
MILTON	103	20	49	192	132		7	801	3866	42	
ORFORDVILL	83	6	26	73	25		6	253	47	990	
RACINE_BKM	13		2	16	6			12	4		53
RACINEMAIN	152	24	37	142	94		12	647	138	38	1284
ROCHESTER	14	3	13	36	16		3	99	12	10	206
SHARON	18	3	8	17	6			65	10	7	134
UNIONGROVE	17		22	33	15		2	81	13	6	189
WALWORTH	25	1	24	28	17		1	71	17	11	195
WATERFORD	46	3	26	57	28		1	191	33	19	404
WILLIAMSBAY	31	7	9	42	8		4	114	19	4	238
WTFORDHS			1	3	4		1	15	1		25
										Non-ALS Items	6704

2021 November ALS items to LLS & KCLS

[illegible]

Arrowhead - hoopla November 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	1579	18	256	\$1,565.89	802	\$17,868.41	9056
Clinton Public Library	242	1	37	\$248.59	116	\$3,209.77	1533
Eager Free Public Library	490	6	78	\$495.75	251	\$5,495.31	2784
Edgerton Public Library	665	4	98	\$599.71	310	\$6,796.66	3371
Hedberg Public Library	4233	44	816	\$4,865.12	2554	\$53,716.35	26796
Milton Public Library (WI)	624	8	115	\$652.49	326	\$6,799.99	3360
Orfordville Public Library	188	1	36	\$224.35	122	\$2,629.30	1353
Total	8021	82	1436	\$8,651.90	4481	\$96,515.79	48253

2021 November Overdrive Statistics

Library	Ebooks	Audiobook/Music	Magazines	Video/Streaming Video	Total by Library	OD Users	Holds (12-1-21)
Clinton Public Library	92	124	4		220	47	154
Orfordville Public Library	125	54	1		180	36	126
Milton Public Library	363	422	25		810	145	511
Eager Free Public Library	342	404	9		755	143	529
Edgerton Public Library	422	455	18		895	162	593
Beloit Public Library	849	712	155	1	1717	294	898
Hedberg Public Library	2784	3099	103	2	5988	1044	2734
HPL Mall Branch	1	14			15	4	11
Total by type	4978	5284	315	3	10580	1875	5556

Arrowhead Library System Information Center

[Log Out](#)

[Dashboard](#)

[Student Search](#)

[Reports](#)

[Resources](#)

October 2021

[Lifetime](#)

[Month](#)

[Session](#)

Date Range: [MM/DD/YYYY](#) to [MM/DD/YYYY](#)

52

total enrollments

347

total course logins

39,649

total minutes in class

Top 20 Courses

Course	Students
Teaching Students With Autism: Strategies for Success	5
Speed Spanish	2
Stocks, Bonds, and Investing: Oh, My!	2
Leadership	2
Intermediate CompTIA A+ Certification Prep	1
Explore a Career as a Paralegal	1
Writeriffic: Creativity Training for Writers	1
The Keys to Effective Editing	1
Write Fiction Like a Pro	1
Accounting Fundamentals	1
Introduction to Java Programming	1
Enhancing Language Development in Childhood	1
Introduction to Stock Options	1
Introduction to Business Analysis	1
Grammar Refresher	1
Drawing for the Absolute Beginner	1
Become a Veterinary Assistant	1
Employment Law Fundamentals	1
Beginning Conversational French	1
Interpersonal Communication	1

[View Course Activity](#)

New Courses

Course	Date Added
UI/UX Design	09/14/2021
Winning RFP Responses	08/31/2021
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

CALE COURSES

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Patrons	Library Card	Zip Code	Course Title	Session	Enrollment Date	Verification	Last Login	Time Spent (minutes)	Completion Status
Beloit Public Library									
1	2.1537E+13		53511 Employment Law Fundamentals	Oct-21	10/26/21	Unverified	10/26/21 16:21	147	Incomplete
2	2.1537E+13		53511 Certificate in Nutrition, Chronic Disease, and Health Promotion	Oct-21	10/25/21	Verified	11/11/21 14:40	2100	Completed
3	2.1537E+13		53511 Skills for Making Great Decisions	Oct-21	9/4/21	Verified	10/22/21 17:51	173	Incomplete
4	2.1537E+13		53511 Introduction to Journaling	Oct-21	8/22/21	Verified	11/2/21 15:41	320	Incomplete
	2.1537E+13		53511 Luscious, Low-Fat, Lightning-Quick Meals	Oct-21	9/25/21	Verified	10/15/21 12:50	25	Incomplete
Hedberg Public Library									
1	2.1828E+13		53546 Intermediate Microsoft Excel 2016	Oct-21	10/6/21	Unverified	10/6/21 14:37	0	Incomplete
2	2.1828E+13		53546 Introduction to Microsoft Access 2016	Oct-21	10/6/21	Unverified	10/6/21 14:37	0	Incomplete
3	2.1828E+13		53548 Teaching Students With Autism: Strategies for Success	Oct-21	8/31/21	Unverified	10/13/21 16:35	142	Incomplete
4	2.1828E+13		53563 Beginning Conversational French	Oct-21	10/7/21	Unverified	10/7/21 8:35	0	Incomplete
	2.1828E+13		53548 Advanced Fiction Writing	Oct-21	9/29/21	Verified	10/26/21 21:21	6	Incomplete
	2.1828E+13		53548 Conversational Japanese	Oct-21	9/29/21	Verified	10/26/21 21:21	8	Incomplete
	2.1828E+13		53548 Mystery Writing	Oct-21	9/29/21	Verified	10/26/21 21:21	5	Incomplete
	2.1828E+13		53548 Romance Writing	Oct-21	9/29/21	Verified	10/26/21 21:21	4	Incomplete
	2.1828E+13		53548 Write Fiction Like a Pro	Oct-21	9/29/21	Verified	10/26/21 21:21	3	Incomplete
	2.1828E+13		53548 Writing the Fantasy Novel	Oct-21	9/29/21	Verified	10/26/21 21:22	5	Incomplete
	2.1828E+13		53548 Writing Young Adult Fiction	Oct-21	9/29/21	Verified	10/26/21 21:22	4	Incomplete
	2.1828E+13		53548 Writing Essentials	Oct-21	9/29/21	Verified	10/26/21 21:22	7	Incomplete
	2.1828E+13		53548 Beginning Writer's Workshop	Oct-21	9/29/21	Verified	10/26/21 21:21	5	Incomplete
	2.1828E+13		53548 The Keys to Effective Editing	Oct-21	9/29/21	Verified	10/26/21 21:21	7	Incomplete
	2.1828E+13		53548 Writerific: Creativity Training for Writers	Oct-21	9/29/21	Verified	10/26/21 23:21	4	Incomplete
5	2.1828E+13		53545 Speed Spanish	Oct-21	10/7/21	Unverified	10/7/21 9:52	0	Incomplete
6	2.1828E+13		53545 Where Does All My Money Go?	Oct-21	10/6/21	Verified	11/24/21 17:39	1615	Completed
	2.1828E+13		53545 Explore a Career as a Paralegal	Oct-21	10/6/21	Verified	11/24/21 20:19	3638	Completed
	2.1828E+13		53545 Accounting Fundamentals	Oct-21	10/6/21	Verified	12/1/21 10:21	4444	Completed
	2.1828E+13		53545 Blogging and Podcasting for Beginners	Oct-21	10/6/21	Verified	12/3/21 23:23	1939	Completed
7	2.1828E+13		53545 Teaching Students With Autism: Strategies for Success	Oct-21	8/31/21	Verified	12/3/21 11:15	991	Completed
8	2.1828E+13		53545 Speed Spanish	Oct-21	9/16/21	Verified	11/19/21 20:54	1054	Completed
9	2.1828E+13		53545 Intermediate CompTIA A+ Certification Prep	Oct-21	7/14/21	Unverified	10/20/21 1:44	587	Incomplete
10	2.1828E+13		53545-0863 Introduction to Java Programming	Oct-21	10/5/21	Verified	11/30/21 20:15	6396	Completed
11	2.1828E+13		53545 Introduction to Stock Options	Oct-21	10/20/21	Verified	11/24/21 20:59	2923	Completed
12	2.1828E+13		53545 Stocks, Bonds, and Investing: Oh, My!	Oct-21	10/19/21	Verified	10/22/21 11:14	241	Incomplete
13	2.1828E+13		53548 Grammar Refresher	Oct-21	10/19/21	Verified	10/26/21 7:33	501	Incomplete
	2.1828E+13		53548 Introduction to Business Analysis	Oct-21	10/19/21	Verified	10/26/21 1:05	378	Incomplete
	2.1828E+13		53548 Stocks, Bonds, and Investing: Oh, My!	Oct-21	10/20/21	Verified	10/26/21 1:06	138	Incomplete
	2.1828E+13		53548 The Analysis and Valuation of Stocks	Oct-21	10/20/21	Verified	10/26/21 1:06	1	Incomplete
14	2.1828E+13		53546 Teaching Students With Autism: Strategies for Success	Oct-21	8/31/21	Verified	11/22/21 17:23	2498	Completed

Gale Courses
October 2021

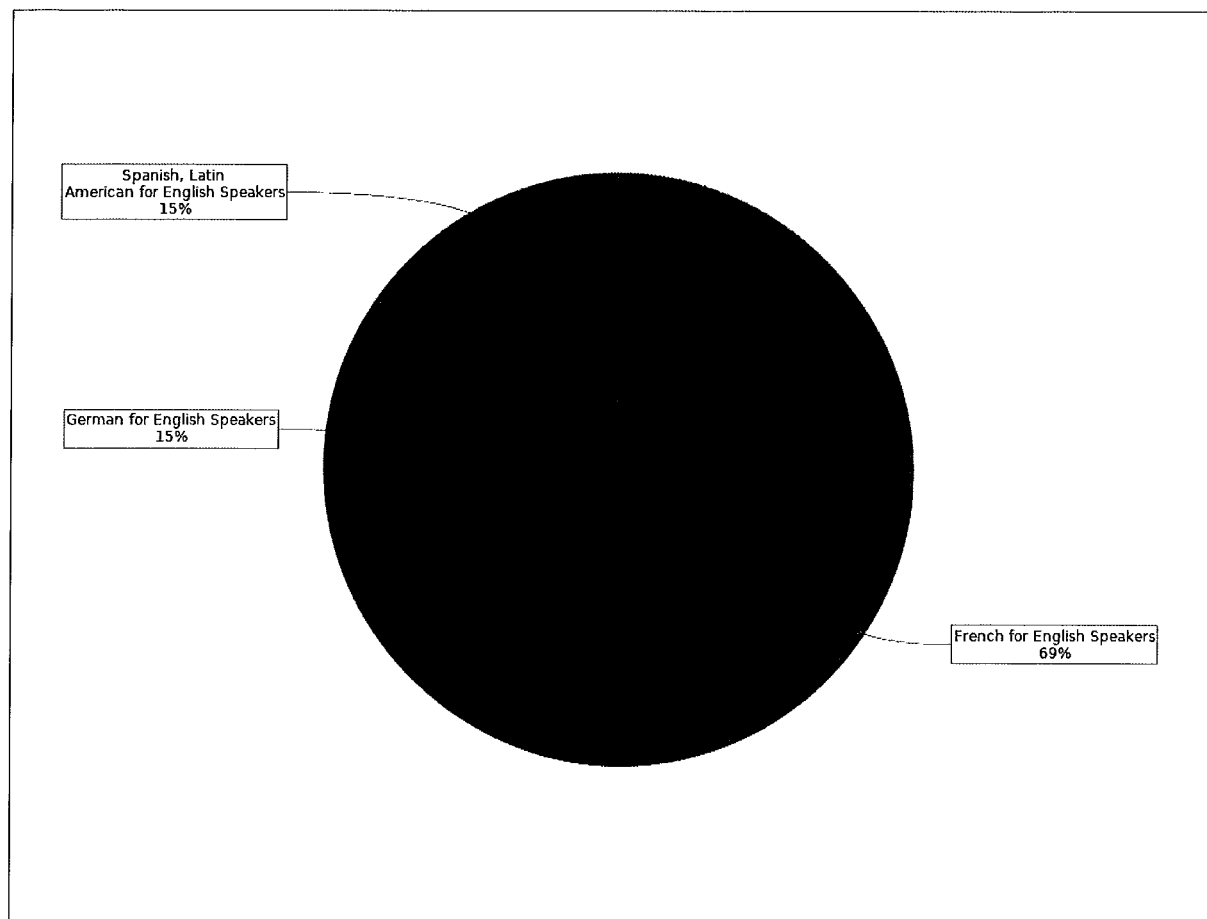
15	2.1828E+13	53546	Teaching Students With Autism: Strategies for Success	Oct-21	9/23/21	Verified	11/14/21 15:42	1832	Incomplete
16	2.1828E+13	53534-1532	Intermediate Microsoft Excel 2013	Oct-21	10/15/21	Verified	12/2/21 17:28	2768	Completed
17	2.1828E+13	53546	Interpersonal Communication	Oct-21	10/9/21	Verified	10/28/21 23:38	947	Incomplete
	2.1828E+13	53546	Leadership	Oct-21	10/9/21	Unverified	10/14/21 9:01	120	Incomplete
	2.1828E+13	53546	Mastering Your Digital SLR Camera	Oct-21	10/9/21	Unverified	10/13/21 21:53	128	Incomplete
18	2.1828E+13	53545	Introduction to Microsoft Excel 2019/Office 365	Oct-21	10/8/21	Verified	10/29/21 13:18	298	Incomplete
	2.1828E+13	53545	Intermediate QuickBooks 2019	Oct-21	10/8/21	Verified	11/9/21 14:05	698	Incomplete
19	2.1828E+13	53546	Teaching Students With Autism: Strategies for Success	Oct-21	9/3/21	Verified	11/23/21 17:41	1484	Completed
Edgerton Public Library									
1	2.4511E+13	53534	Introduction to QuickBooks Online	Oct-21	10/1/21	Unverified	10/1/21 3:20	0	Incomplete
Eager Free Public Library									
1	2.5353E+13	53536	Veterinary Medical Terminology	Oct-21	10/12/21	Verified	11/10/21 13:25	42	Incomplete
	2.5353E+13	53536	Medical Math	Oct-21	10/14/21	Verified	11/27/21 16:56	741	Incomplete
	2.5353E+12	53536	Become a Veterinary Assistant	Oct-21	10/14/21	Unverified	10/15/21 17:38	261	Incomplete
Milton Public Library									
1	2.7462E+13	53563	Leadership	Oct-21	8/19/21	Unverified	10/20/21 12:42	0	Incomplete
2	2.7462E+13	53545	Drawing for the Absolute Beginner	Oct-21	8/26/21	Unverified	8/26/21 13:49	0	Incomplete
3	2.7462E+13	53563	Enhancing Language Development in Childhood	Oct-21	10/11/21	Unverified	10/11/21 6:40	0	Incomplete
	2.7462E+13	53563	Ready, Set, Read!	Oct-21	10/11/21	Unverified	10/11/21 6:40	0	Incomplete

Student Comments

Oct 13 2021	Introduction to Java Programming	I really appreciate the opportunity to take what's basically a college class for free through the public library system/Gale education. It's the same material as a class without having to enroll or attend at a university. I could have used some more help on understanding the object oriented programming issues, which are a new way of thinking for me.
Oct 13 2021	Introduction to Stock Options	I would recommend this course to everyone who wants to better understand options. I learned some very useful techniques about how to use and invest with options. This is a great place to start your learning on how to use options while trading.
Oct 13 2021	Teaching Students With Autism: Strategies for Success	Very enjoyable!
Oct 13 2021	Teaching Students With Autism: Strategies for Success	This was very informative and beneficial to my career.
Oct 13 2021	Teaching Students With Autism: Strategies for Success	I loved the format of the course. It was very informative.

Transparent Language Usage Report

Start Date: 11/01/2021
End Date: 11/30/2021
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: 13

Language Name	Access Count	Calculated Percentage
French for English Speakers	9	69.23%
German for English Speakers	2	15.38%
Spanish, Latin American for English Speakers	2	15.38%

Group Name	Start Date	End Date	Total Sessions	Total Circulations	Total Unique Users	Total User Registrations	Total Session Time	Web Sessions	Web Unique Users	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 Lesson Downloads	Total Vocab Access	KidSpeak Unique Users	Avg. KidSpeak Learning Time	
All Admins	11/1/21	11/30/21	3	0	1	0	0:01:21	3	1	0:00:27	0:01:21	0	0	0	0:00:00	0	0	0	0	0:00:00	
All Learners	11/1/21	11/30/21	17	19	12	3	2:21:12	13	11	0:10:40	2:18:47	4	4	2	0:00:36	0:02:25	0	0	0	0	0:00:00
All Users	11/1/21	11/30/21	20	19	13	3	2:22:33	16	12	0:08:45	2:20:08	4	4	2	0:00:36	0:02:25	0	0	0	0	0:00:00
Bellevue Public Library	11/1/21	11/30/21	3	6	3	1	0:42:07	3	3	0:14:02	0:42:07	0	0	0	0:00:00	0	0	0	0	0:00:00	
Clinton Public Library	11/1/21	11/30/21	0	0	0	0	0:00:00	0	0	0:00:00	0:00:00	0	0	0	0:00:00	0	0	0	0	0:00:00	
Eagles Free Public Library	11/1/21	11/30/21	0	0	0	0	0:00:00	0	0	0:00:00	0:00:00	0	0	0	0:00:00	0	0	0	0	0:00:00	
Edgerton Public Library	11/1/21	11/30/21	4	2	1	0	0:09:08	1	1	0:06:44	0:06:44	3	3	1	0:00:48	0:02:24	0	0	0	0	0:00:00
Hedberg Public Library	11/1/21	11/30/21	5	4	3	1	0:25:31	4	2	0:08:25	0:25:40	1	1	0	0:00:00	0	0	0	0	0:00:00	
Milton Public Library	11/1/21	11/30/21	1	2	1	1	0:19:07	1	1	0:19:07	0:19:07	0	0	0	0:00:00	0	0	0	0	0:00:00	
Ottumwa Public Library	11/1/21	11/30/21	2	5	2	0	0:42:48	2	2	0:21:24	0:42:48	0	0	0	0:00:00	0	0	0	0	0:00:00	

Creativebug Views
November 2021

Date	Class Title	Class Category	Class Duration (min)	Unique Viewers	Average Viewed Duration (min)	Class Completions
2021 November	Arttober: 31 Days of Spooky Monoprints	Art + Design	326.5	1	26.6	0
2021 November	Daily Book Art Challenge: A Month of Book Art Ideas	Art + Design	202	1	8.9	0
2021 November	How to Cut a Mat and Frame Your Artwork	Art + Design	20.5	1	109.1	1
2021 November	Lettering Live: 3/23/17	Art + Design	24.9	1	49.7	1
2021 November	Beginner Crochet 1	Crochet	22.8	1	6.9	0
2021 November	Make Friendship Bracelets	Jewelry	95	1	2.4	0
2021 November	Knit a Custom-Fit Dog Sweater	Knitting	29	1	29	0
2021 November	Knitted Seed Stitch Slippers	Knitting	21.3	1	16.6	0
2021 November	Punch Needle Embroidery Workshop	Knitting	41	1	43.5	1
				9		

Beloit	Total Usage	Database Usage	Writing Lab	Unique Visits	
january	11	11	0	0	5
february	8	0	0	0	3
march	3	3	0	0	2
april	0	0	0	0	0
may	0	0	0	0	0
june	4	4	0	0	1
july	7	7	0	0	1
august	6	0	0	0	3
september	2	2	0	0	1
october	9	9	0	0	1
november	0	0	0	0	0
december					
	50	36	0	0	17
Clinton	Total Usage	Database Usage	Writing Lab	Unique Visits	
january	0	0	0	0	0
february	0	0	0	0	0
march	5	5	0	0	1
april	0	0	0	0	0
may	0	0	0	0	0
june	0	0	0	0	0
july	0	0	0	0	0
august	0	0	0	0	0
september	2	2	0	0	1
october	0	0	0	0	0
november	4	4	0	0	1
december					
	11	11	0	0	3
Eager Free	Total Usage	Database Usage	Writing Lab	Unique Visits	
january	0	0	0	0	0
february	0	0	0	0	0
march	3	3	1	1	1
april	0	0	0	0	0
may	0	0	0	0	0
june	0	0	0	0	0
july	0	0	0	0	0
august	0	0	0	0	0
september	19	19	0	0	1
october	0	0	0	0	0
november	6	6	0	0	1
december					
	28	28	1	0	3
Edgerton	Total Usage	Database Usage	Writing Lab	Unique Visits	
january	0	0	0	0	0
february	0	0	0	0	0
march	7	7	0	0	2
april	0	0	0	0	0
may	0	0	0	0	0
june	0	0	0	0	0
july	3	3	0	0	1
august	0	0	0	0	0
september	0	0	0	0	0
october	0	0	0	0	0
november	0	0	0	0	0
december					
	10	10	0	0	3
Hedberg	Total Usage	Database Usage	Writing Lab	Unique Visits	
january	10	10	0	0	3
february	0	1	0	0	1
march	15	15	0	0	3
april	0	0	0	0	0
may	56	56	0	0	5
june	8	8	0	0	1
july	2	2	0	0	1
august	0	0	0	0	0
september	0	0	0	0	0
october	35	34	0	0	8
november	20	19	0	0	2
december					
	146	145	0	0	24
Milton	Total Usage	Database Usage	Writing Lab	Unique Visits	
january	0	0	0	0	0
february	0	0	0	0	0
march	5	5	0	0	1
april	17	17	0	0	2
may	0	0	0	0	0
june	0	0	0	0	0
july	0	0	0	0	0
august	8	8	1	1	2
september	104	104	0	0	7
october	11	11	0	0	2
november	0	0	0	0	0
december					
	145	145	1	0	14
Orfordville	Total Usage	Database Usage	Writing Lab	Unique Visits	
january	0	0	0	0	0
february	0	0	0	0	0
march	0	0	0	0	0
april	0	0	0	0	0
may	0	0	0	0	0
june	0	0	0	0	0
july	0	0	0	0	0
august	0	0	0	0	0
september	0	0	0	0	0
october	0	0	0	0	0
november	0	0	0	0	0
december					
	0	0	0	0	0
Total	Total Usage	Database Usage	Writing Lab	Unique Visits	
	390	375	2	0	64

SEWI LSTA Continuing Education Grants Guidelines & Process

Table of Contents

[Description](#)

[Grant Dollar Library Limits](#)

[Persons Eligible](#)

[Eligible Activities](#)

[Eligible Activities with limitations](#)

[Non-eligible Activities](#)

[Eligible Expenses](#)

[Non-eligible Expense](#)

[Process for CE grant](#)

Description

The Southeastern Wisconsin (SEWI) library region comprises the following public library systems: Arrowhead, Bridges, Kenosha County, Lakeshores, Milwaukee County Federated and Monarch Library Systems. The SEWI library systems are collaborating to provide continuing educational grants, funded by IMLS and the Wisconsin Department of Instruction. The grants will be awarded to member libraries through an application process, enabling staff to participate in library-related continuing education programs produced by a library or educational organization other than SEWI and its public library system partners. Libraries may apply for a CE Grant to help fund a staff in-service or staff training workshop. A library may also apply for a CE grant to cover substitute library staff or extra staff hours to cover regular staff so they can attend a CE activity. Grant funds will be coordinated by Laurie Freund, SEWI/Bridges Library System with Lakeshores Library System serving as the fiscal agent.

The intent of this program is to supplement local continuing education efforts, not to supplant them. Funds are based on the LSTA funds available for SEWI library systems. Listed below is a limit, not a guaranteed amount, for each library. The amounts are based on the library's service population and grouped according to the minimum director certification levels for that population. Grant funds are to reimburse the libraries for continuing educational activities **through June 2022**.

Grant Dollar Library Limits

- **\$3,000** based on 500,000+ service population: Milwaukee Public Library and its branches
- **\$2,000** based on 100,000+ service population: Kenosha Public Library and its branches and Racine Public Library
- **\$1,300** for the following libraries, based on 50,000+ service population: Hedberg Public Library (Janesville), Waukesha, Mead Public Library (Sheboygan), West Allis, and West Bend Public Libraries
- **\$1,100** for all other libraries with populations of 6,000+ requiring directors to have a Grade I certification. See list [here](#) and click on the **\$1,100 Grade 1** tab.
- **\$900** for all other libraries with populations 3,000-5,999 requiring directors to have a Grade 2 or 3 certification. See list [here](#) and click on the **\$900 Grade 2 or 3** tab.
- **Note: \$500 maximum per grant application** (exceptions will be made for classes for Public Library Director Certification and for library in-service staff training or program)

Grant applications will be reviewed and applicants notified the first week of each month.

Persons Eligible

- Any staff member of any public library in the SEWI region
- Public libraries in the SEWI region (Arrowhead, Bridges, Kenosha County, Lakeshores, Milwaukee County Federated and Monarch Library Systems)

Eligible Activities

- Conference or pre-conference (in-state or out-of-state) by a library or relatable non-library organization to enhance professional growth
- Workshop or webinar by a library or non-library agency or organization to enhance professional growth
- Expenses related to CE event attendance (mileage, meals, lodging, parking)
- Course or class offered by an accredited academic institution for relatable topics such as business, Internet, management, etc.
- Substitute library staff costs or extra staff hours to cover library services in order for regular staff to attend a learning activity

Eligible Activities with limitations

- Attendance at library or relatable non-library conferences

Grant applications will be accepted ONLY when the conference registration is open. This applies to library conferences involving one or more days of in-person or online conference and pre-conference programs sponsored by a library organization, accredited library information school or other creditable and relatable non-library organization. Registration and travel costs (mileage, meals, lodging, parking) may be included up to a maximum of

\$500. Paid receipts or invoices will need to be submitted for reimbursement.

- Staff in-service or staff training

Libraries may apply for a CE grant to help fund a presenter or trainer for a library staff in-service or training program. SEWI will reimburse a library for a presenter's or trainer's fees up to the library amount limit. Funds awarded will count toward a library's grant limit for this grant cycle. Funds may not be used for other costs (refreshments, staff time, supplies, etc.). Paid receipts or invoices will need to be submitted for reimbursement.

Non-eligible Activities

- Costs associated with participating on committees
- Course work leading to a person's bachelor's or master's degree, or certificate program
 - Exceptions include courses for [Public Library Director Certification](#)
- Costs of tours and special events associated with a conference.

Eligible Expenses

- Tuition, fee, or registration fees. Conference fees are based on early registration and member fees. Individuals must cover the difference between member and non-member fees.
- Mileage reimbursed at the IRS rates as of 2021 (\$.56/mile)
- Meals reimbursed at (\$50 a day maximum). #heading=h.zavrkqofy5nhException: Covers set cost of a meal when it is part of a meeting/program.
- Lodging
- Other, such as parking and transportation

Non-eligible Expense

- Individual's salary for the time spent at the program
- Individual membership fees for state, national, or regional associations

Process for CE grant

- Library staff person submits an application using the online [SEWI LSTA CE Grant Application](#). Applicants will receive notice the first week of the month (new applications are reviewed monthly).
- Library uses local funds to pay fee or expenses
- CE Grant recipients will upload scanned receipts or paid invoices in an online [SEWI LSTA CE Grant Reimbursement Request](#) form
- The library (not the individual) will receive reimbursement
- Grant recipients will complete a [SEWI LSTA CE Grant Recipient Evaluation](#) within 30 days of the completion of the continuing education activity or library staff in-service program or training.

For more information, contact: [Laurie Freund](#), SEWI/Bridges Library System

SEWI LSTA CE Grant Amounts

Library	Total Amount
Clinton	\$ 900.00
Eager Free	\$ 900.00
Edgerton	\$ 900.00
Milton	\$ 900.00
Orfordville	\$ 900.00
Beloit	\$ 1,100.00
Hedberg	\$ 1,300.00



<https://www.wildwiscwinterweb.com/>

Wednesday, January 26

The conference has 7 sessions each day (listed in Central Standard Time). This day has an opening session, followed by 3 sessions in the Management and Wellbeing tracks. You must register for each session individually.

9 a.m.

Radically Imagining the Role of Public Libraries (Opening Session)

Presently we are at a precarious point in history. Perhaps we've always been in one but this one feels particularly piercing. If this is our reality, one filled with global grief, fear & uncertainty, what kind of future is possible for us? Where are we actually trying to go, and have we spent enough time imagining it?

It takes a lot of creativity to imagine a world that doesn't exist while living within the realities of a world filled with a tremendous amount of suffering and oppression. In 2020, DPL EDI Manager Ozy Aloziem and Colorado Poet Laureate Bobby LeFebre conceived of a radical imagination game as a part of Proyecto Sobremesa, a project that gathers and engages Black, Indigenous, and People of Color (BIPOC) artists and cultural workers in intimate dinners to discuss and plan a liberated future. They recognized a need for radical imagination, accountability, and collaboration in creating the communities and organizations we desire. The purpose of the game is to collectively practice radical imagination so that new innovative ideas and solutions can come to light. It's important to practice this muscle of radical imagination so that we can imagine and then create the institutions we're all deserving of but that don't yet currently exist.

Join this opening session to learn more about radical imagination and how it can play a role in our libraries and communities.

Participants Will:

- Define what radical imagination is in theory and praxis
- Engage participants in practicing radical imagination
- Learn tangible steps to move in the direction of sustainable change

[Ozy Aloziem](#); Equity, Diversity & Inclusion Manager, Denver Public Library

10:30 a.m.

Managerial Leadership: Leading from the Middle (Management)

Before libraries can successfully combat the many external challenges they face, they need to be strong internally. The long-term success of libraries has to start from within. This webinar will focus on three critical areas where managers can fortify themselves, their staff, and their organizations' culture. The current revolution in libraries requires leaders with the confidence to lead from any position to create an environment in which employees are encouraged to support each other and establish healthy organizations.

Participants Will:

- Destroy leadership myths that are pervasive within the library profession
- Examine how library directors can encourage emergent leaders to take on surfacing leadership deficits
- Address the need for healthy leaders to create healthy organizations

[Felton Thomas](#), Director, Cleveland Public Library

10:30 a.m.

Why Psychological Safety Matters More Now Than Ever (Wellbeing)

Psychological safety is the ability to reveal one's true self and opinions without fear that doing so will lead to negative repercussions in terms of reputation, career or status. While high levels of psychological safety in the workplace are linked to better outcomes, increased innovation, and deeper work satisfaction, many organizations are finding it increasingly difficult to create a sense that it is safe to speak up or take risks. In this interactive session, we will address current forces working against psychological safety in the workplace to include tone policing, vocabulary shaming, political differences, and remote work.

Participants Will:

- Acquire the concept of psychological safety
- Discuss why psychological safety is important in the workplace
- Address vocabulary, political differences and remote work

[Paula Singer](#) and [Allison Vaillancourt](#), The Segal Group

12 - 12:30 p.m.
Stretch Break

Take some time for yourself on this lunch break. Stretching can help decrease your stiffness, increase your range of motion, and improve your posture. Make sure you register ahead of time so you receive the link to sign in. All you need is a chair and yourself. Get ready to relax!

1 p.m.
Tools in Disaster Response for Libraries Adapted from Emergency Management (Management)

Helping a community return to normalcy as quickly as possible after a disaster requires planning and adaptability to the crisis at hand. This presentation will introduce you to disaster response and recovery tools adopted from Emergency Management that are designed to help libraries rebound from disasters quickly, and restore library services more rapidly than ever.

Participants Will:

- Ascertain the concept of situational awareness.
- Create disaster tools and templates that should be completed before a disaster
- Learn how to develop The Incident Action Plan

[Michele Stricker](#), Deputy State Librarian, New Jersey State Library

1 p.m.
Coping with Compassion Fatigue (Wellbeing)

Libraries are increasingly adding social services to their workload, but many library workers do not have the training or support that is expected for social workers or mental health experts. Most professionals agree that compassion fatigue is a combination of secondary trauma and burnout, and is commonly seen among first responders who are exposed to traumatic events. Though it is rewarding to help the most vulnerable people in the community, empathetic people are also at risk for taking on the emotional burdens and stressors of others. Playing a caring role can come with a price. If you ever feel worn out at work, overwhelmed, or preoccupied with someone you're trying to help, this webinar will help you assess your own personal level of compassion fatigue and learn self-care methods to help you cope.

Participants Will:

- Learn about compassion fatigue
- Develop methods of self-care in times of stress
- Find the balance of being compassionate to the public and to one's self

[Amy Franco](#), Adult Department Director, Glen Ellyn Public Library

2:30 p.m.

Welcome Aboard: Planning for New Employee Success (Management)

You hired a new employee but now have the daunting task of training. Before panic sets in, let's talk about setting up onboarding practices! Onboarding is how you thoughtfully integrate your new employee into your library. In this session, we will explore tools and tips for best supporting the success of your new hires while making the process efficient and effective. We will review onboarding toolkits and checklists as well as the various phases of onboarding. The goal is to create a successful and manageable training program for you and your new employee!

Participants Will:

- Learn the concept of onboarding
- Review toolkits and checklists in the onboarding process
- Create a manageable onboarding training program

[Emily Rogers](#), Deputy Director, Brown County Library

2:30 p.m.

Honoring Resilience

Tap into your strength by being reminded of how powerful you are when you combine your purpose with passion. This webinar will focus on the importance of storytelling as a tool to remember, put ourselves back together, and transform through our resiliency. As we begin a new year, let's participate in some reflective writing activities that help us learn how to continue honoring our resilience through empathy, compassion, respect, reciprocity, and love.

Participants Will:

- Discover how to transform themselves through resiliency
- Create writing passages to help cope with compassion and respect

[Tanaya Winder](#), Director of Upward Bound, University of Colorado

Thursday, January 27

The conference has 7 sessions each day (listed in Central Standard Time). This day has 3 sessions in the Marketing and Small Libraries tracks, following with a Closing Session to end the conference. You must register for each session individually.

9 a.m.

Get Back in Here! Promotional Ideas to Draw People Back in the Library (Marketing)

The number one question facing many libraries right now is: how long will it take us to rebuild use of our physical space and collections lost in the pandemic? One promotional message is not going to grab the attention of all your community members. In this session, you'll learn to focus your energies on core audiences, including readers. Get actionable strategies for creating specific, targeted messages to re-energize those patrons. You'll leave with a plan to use your core brand (books!) to draw people back to the library and get them to use other services.

Participants Will:

- Get actionable strategies for creating targeted messages
- Leave with a plan to use the library's core brand
- Re-shift its focus on library readers

[Angela Hursh](#), Senior Engagement Consultant, NoveList

9 a.m.

Food in the Library: Reading & Feeding the Community (Small & Mighty)

Many libraries used to have policies against having food in the library. Not at Julie's library. Join Julie Elmore, Director of the Oakland City - Columbia Township Public Library, as she shares how her library is using food in the library in new and unique ways. Drive through food pickups, growing a vertical garden, programming around food, and partnering with their local food bank for the Commodity Supplemental Food Program for seniors are just a few of the ways that this library is helping to combat food insecurity in their community. Julie will share tips about creating partnerships with community organizations and finding the grants to help make these food programs a success.

Participants Will:

- Learn how to use food in the library in new ways
- Master how to create partnerships with local food banks
- Discover grants on developing food programs

[Julie Elmore](#), Director, Oakland City - Columbia Township Public Library

10:30 a.m.

Out-of-the-Box Marketing Tactics (Marketing)

It's time to think outside the box!

Learn new ways to promote programs, services, and more using social media and other tools. This presentation will focus on new and different ways we can use the tools in front of us to promote our libraries.

Participants Will:

- Learn an overview of library marketing
- Create practical tools to promote library programs

[Sasha Vasilic](#), Public Relations and Marketing Supervisor, Niles-Maine District Library

10:30 a.m.

Capturing Your Community (Small & Mighty)

Every community is special and has an interesting history, fascinating people, and an ongoing story. Every small library has a unique opportunity, and perhaps the responsibility, to capture and preserve that community. Hear over fifty ways that this one library has taken local subjects to increase resources and create imaginative programming for patrons of all ages. Joan's out-of-the-box thinking will take you beyond the gathering of oral histories into maps, mysteries, musicals, and more. This is the niche your library is equipped and destined to fill.

Participants Will:

- Create unique ideas to preserve the history in your community
- Learn out-of-the-box ways to engage your community
- Discover imaginative programming for patrons of all ages

[Joan Weaver](#), Director, Kinsley Library

12 - 12:30 p.m.

Canva Demo and Q & A

Join us for a quick Canva demo, and have questions answered.
Submit your questions by Tuesday, January 25.

1 p.m.

PR Is More Than a Press Release (Marketing)

Want to know one of my biggest pet peeves about marketing? When the terms "PR" and "marketing" get confused, mixed up, and our practice and expectations get out of whack. Let's fix that today! This webinar will talk about the basics of PR (including building good media relations), its place in the marketing cycle, what PR can (and maybe can't) do for libraries, best practices for the way media works today, basic elements for your PR toolkit, and how setting clear expectations for PR can lead to greater success.

Participants will:

- Decipher the difference between PR activities and promotion activities
- Identify elements of the PR and a media kit your library should have
- Set clear expectations for PR efforts and identify one SMART goal for a library PR campaign

[Jennifer Burke](#), President, IntelliCraft Research, LLC

1 p.m.

Respectful Human Resources for Rural Librarians (Small & Mighty)

Rural library directors and management face many of the same employer challenges as larger libraries – as well as a few unique ones. However, they also have the added challenges of fewer HR professionals and resources to help as well as living and doing their day-to-day business in the same community as the people and patrons they manage.

This session will address the basics that librarians need to know to keep themselves and their governing bodies out of legal hot water, best practices to manage a small part-time and volunteer staff for professional library services, and available resources to help you and your team thrive.

Participants Will:

- Develop best practices to manage a small part-time and volunteer staff
- Discover resources to help library teams thrive
- Learn day-to-day business practices

[Lisa Shaw](#), Rural and Small Libraries/Workforce Development Specialist, Maine State Library

2:30 p.m.

How A Remarkable Customer Experience Can Be Your Best Sales and Marketing Strategy (Closing Session)

Let's face it: Competition is tougher than ever these days. How can we stand out in a crowded marketplace that is constantly evolving?

Your library CAN compete on customer experience. When you create a remarkable experience for your customers, they become your best marketers and salespeople. The result is more customers who stay longer and recommend your company to others.

You'll walk away from this closing session inspired to go back to work the next day with actionable steps to create a deeper connection with your customers. And Dan Gingiss doesn't just talk about experience, he creates one for the audience, too!

Participants Will:

- Identify the types of experiences people share most often and why
- Apply an easy, 5-step framework for creating remarkable, shareable experiences
- See how customer engagement generates increased loyalty
- Leverage examples from many other companies across industries that have been successful with these simple, practical, and inexpensive ideas

[Dan Gingiss](#), Chief Experience Officer, The Experience Maker, LLC