

**Arrowhead Library System
Librarians Meeting via GoToMeeting
Wednesday, February 16, 2022
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 – Sarah Strunz
2. Secretary – Tovah Anderson
3. Approval of the December 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. Inclusive Services Update – Rene Bue
 - k. Public Library System Redesign Project
 - l. ALS Board Report – Sarah Strunz
5. New Business
 - a. 2021 Annual Reports
 - b. ARPA Update
 - c. 2021 SHARE lost items reconciliation charges

6. ALS Activities

7. Activities in Member Libraries

8. Adjourn

Dates to Remember:

ALS Board Meeting – March 9th – 6:00 pm @ remote

There may be a quorum of the Joint Merger Exploration Committee present, but no business will be conducted on behalf of the Committee.

**Arrowhead Library System
Librarians Meeting via Zoom
Wednesday, January 19, 2022
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, Sarah Strunz, Charles Teval, René Bue, Michael DeVries, Joseph Langer, Wyatt Ditzler, Jeni Schomber, Nick Dimassis, Steve Ohs

1. Call to order 9:32 a.m. – Chair – Sarah Strunz
2. Secretary – Tovah Anderson
3. Approval of the December 2021 Minutes
Motion: Kirsten Almo, Second: Ashlee Kunkel, approved unanimously
4. Unfinished Business
 - a. SHARE Update: Increase over 2020
 - i. Statistics – *Statistics in packet*
 - ii. Items for SHARE Agenda
 - b. Technology: Please give Jim your information for the new mobile app
 - c. Hoopla: Increase over 2020. Board approved Hoopla invoice, money has been sent.
 - d. WPLC/OverDrive: Opportunity to work closer with Sora schools on hold. Steering committee meeting coming up. Tech steering hasn't met. OverDrive Legacy app will be removed from app store in February.
 - e. Gale Courses/LinkedIn Learning/Transparent Language – *Statistics in packet*
 - f. Budget 2021/22: Reimbursements should go out after February ALS board meeting. Getting ILS support/SHARE bills set up.
 - g. Merger Exploration Update: Steve Platteter & Steve Ohs will meet with WiLs leaders this week in preparation for the for February 7th virtual open meeting.
 - h. COVID-19 Updates: Cases are rising in Rock County. Hedberg Public Library is pivoting most programs to virtual or passive; in-person is limited with registration required. Very hard to get tested in Janesville right now. Lots of close contacts among staff. City of Janesville has a COVID Close Contact Process Map (<https://www.janesvillewi.gov/home/showpublisheddocument/9607/637510768261270000>)
 - i. Youth Services Update – Jeni Schomber: ALS YS group met, discussed summer. Bridges 1000 Books App is gone. ALS should have near-final version of our new app next week. Doesn't look like there will be any counting changes for the 2021 Annual Report, should be live 1/24/22 – will be changes for counting in 2022.

- j. Inclusive Services Update – René Bue: State & System meeting 1/18/22, there are three new videos on DPI's Inclusive Services page. If you'd like another Board/Staff training, please contact Steve Platteter and René Bue. DPI is breaking Tessa's position in to two – will have two consultants. Compassion Resiliency Training begins next Wednesday with the first set of ALS libraries for 4 sessions.
- k. Public Library System Redesign Project (PLSR) – Survey involving services provided by systems paid for by State Aid. Statewide delivery is now 5 days a week.
- l. ALS Board Report – Sarah Strunz – *Nothing additional to report*

5. New Business

- a. 2021 Annual Reports: Portal was supposed to open 1/18, now expected 1/24 – delay is due to staffing issues and contracting this to WiLS for the first time. Reports are due March 1. Steve Platteter would like two signed copies by February 25th. LLS/ALS have been working on prefill data – will include normal statistics plus additional financial information.
- b. ARPA Update: Chromebooks are in process of being ordered, no delivery ETA. Entrepreneurs get prioritized circ for these kits for the grant project, can still be circed to other patrons – will all libraries have the same lending periods, replacement cost, overdue fees etc?
- c. Kanopy – Kirsten Almo: Edgerton Public Library added Kanopy about a week ago, no one has checked anything out yet. EPL and HPL do not doing the major studio films. HPL does not get many Great Courses uses per month, has not been a budget issue. MPL has Kanopy, haven't advertised it – waiting to see if they can add a PIN to the library card log in.

6. ALS Activities:

- a. Gearing up for Legislative day.

7. Activities in Member Libraries

Edgerton Public Library: Moved some programs to virtual. Fully staffed. Nights are dead but afterschool is busier. Added Kanopy.

Milton Public Library: Added Kanopy. Lots of passive drop in activities. Practicum student from UW-Whitewater starting today. \$1000 from Friends to start adult graphic novel collection. Adding new collection dividers. Creating more kits. Starting to plan summer.

Hedberg Public Library: Pivoting to passive/virtual programming. Model Railroad exhibit went well, was manageable. Lego Showcase planned for 1/29. Starting a non-fiction book club. Were fully staffed for a bit, will be hiring for a Public Services position and an administrative position. Received the "Educator of the Year" award from Forward Janesville. René was awarded the YWCA Racial Justice Award. If you want the Book Mobile at any of your events, please let René know ASAP. Not applying for NEA Big Read Grant – can consider a county-wide community read.

Clinton Public Library: Preparing for summer reading. Performance Reviews for staff. Working on annual report for village. Taking collections management course and signing up with 3 staff for Spanish in the library course. CPL has a mask policy, keeping story times in

person, it usually the same families.

Beloit Public Library: Working on summer reading. Working on partnership with Sky Carpe baseball team. BookQuest coming up in April. DWD has live Job Services Help Desk. Working on some new programs. Having meetings about creating “Discovery Place” children’s museum in the library – could be two different staffs, or could be part of the library. 2 Open positions for library services customer service positions.

Orfordville Public Library: A little bit of in-person, book club split in 2 groups (had been 15-17), storytime on Fridays. Some dates scheduled for summer reading program, no performers scheduled yet. Setting up some school visits. Parkview media specialist is retiring. “We love our library family” bulletin board, patrons bring photos in to hang up – prize drawings for participants.

8. Adjourn at 10:52 a.m.

Motion: Ashlee Kunkel; Second: Charles Teval; Approved: Unanimously

Dates to Remember:

SHARE: Tuesday, February 1, 2022 @ 9:30 a.m. – Online

ALS Board: Wednesday, February 9, 2022 @ 6:00 p.m.– Online

ALS Librarians: Wednesday, February 16, 2022 @ 9:30 a.m. – Online

Circ by station library and owning library

Trans Stat Month	January										
Trans Stat Station Library	BELOIT	B_CURB	CLINTON	EDGERTON	EVANSVILLE	J_BKM	J_NS	JANESVILLE	MILTON	ORFORDVILLE	Total
Trans Stat Item Library	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	
BELOIT	9,817	147	175	590	334		47	1,336	300	103	12,849
BURLINGTON	37	5	9	56	32		3	134	41	14	331
CL-S	45	9	15	53	22		3	156	30	9	342
CL-TL	38	3	6	52	16		2	117	16	3	253
CLINTON	88	15	872	157	77		8	340	91	49	1,697
DARIEN	21	8	46	43	23		4	106	24	9	284
DELAN	46	6	17	83	33		3	232	33	23	476
EAST_TROY	12	3	9	16	10			55	9	10	124
EDGERTON	87	26	43	3,588	118		19	417	153	36	4,487
ELKHORN	55	12	19	85	30		6	224	25	15	471
EVANSVILLE	122	28	54	167	2,275		13	363	113	51	3,186
FONTANA	22	6	4	22	13		1	108	19	15	210
GENOA_CITY	19	10	15	44	28			87	14	10	227
JANESVILLE_NS	28	16	8	10	15		405	218	28	6	734
JANESVILLE	811	93	138	742	353	5	74	27,975	492	123	30,806
KPL-BKM	10	2	2	22	5			44	13	5	103
KPL-NS	90	14	21	81	43		5	263	57	15	589
KPL-SI	14	5	4	16	16		5	57	22	13	152
KPL-SW	155	21	38	174	72		7	492	104	26	1,089
KPL-UP	4	2	1	10	7			16	14	2	56
LAKEGENEVA	4	2		1	4		1	5	2	1	20
MILTON	85	20	48	208	125		13	796	3,466	38	4,799
ORFORDVILLE	79	11	29	108	41		5	241	50	1,147	1,711
RACINE_BKM	20	1		9	5			23	2	2	62
RACINEMAIN	243	25	68	167	94		25	607	155	55	1,439
ROCHESTER	33	6	7	36	23		5	79	7	8	204
SHARON	31	3	3	33	11		1	78	8	1	169
UNIONGROVE	23	3	12	41	14		2	93	16	3	207
WALWORTH	10	3	8	22	14		1	50	21	5	134
WATERFORD	48	8	9	73	34		4	174	45	21	416
WILLIAMSBAY	42	5	9	42	22		5	122	27	20	294
WTFORDHS	3	1	3	7	2			15	5	1	37
			1					1			2
Total	12,142	519	1,693	6,758	3,911	5	667	35,024	5,402	1,839	67,960

Circ by station library and owning library

Trans Stat Month	January									
Trans Stat Station Library	BELOIT	BELOITCURB	CLINTON	EDGERTON	EVANSVILLE	JANESV_NS	JANESVILLE	MILTON	ORFORDVILLE	Total
Trans Stat Item Library	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	
BURLINGTON	37	5	9	56	32	3	134	41	14	331
CL-S	45	9	15	53	22	3	156	30	9	342
CL-TL	38	3	6	52	16	2	117	16	3	253
DARIEN	21	8	46	43	23	4	106	24	9	284
DELAVAN	46	6	17	83	33	3	232	33	23	476
EAST_TROY	12	3	9	16	10		55	9	10	124
ELKHORN	55	12	19	85	30	6	224	25	15	471
FONTANA	22	6	4	22	13	1	108	19	15	210
GENOA_CITY	19	10	15	44	28		87	14	10	227
KPL-BKM	10	2	2	22	5		44	13	5	103
KPL-NS	90	14	21	81	43	5	263	57	15	589
KPL-SI	14	5	4	16	16	5	57	22	13	152
KPL-SW	155	21	38	174	72	7	492	104	26	1,089
KPL-UP	4	2	1	10	7		16	14	2	56
LAKEGENEVA	4	2		1	4	1	5	2	1	20
RACINE_BKM	20	1		9	5		23	2	2	62
RACINEMAINE	243	25	68	167	94	25	607	155	55	1,439
ROCHESTER	33	6	7	36	23	5	79	7	8	204
SHARON	31	3	3	33	11	1	78	8	1	169
UNIONGROVE	23	3	12	41	14	2	93	16	3	207
WALWORTH	10	3	8	22	14	1	50	21	5	134
WATERFORD	48	8	9	73	34	4	174	45	21	416
WILLIAMBAY	42	5	9	42	22	5	122	27	20	294
WTFORDHS	3	1	3	7	2		15	5	1	37
Total	1,025	163	325	1,188	573	83	3,337	709	286	7,689

KCLS 2,584

LLS 5,105

Circ by station library and owning library

Trans Stat Month	January								
Trans Stat Item Library	BELOIT	CLINTON	EDGERTON	EVANSVILLE	JANESVILLE	JANESVILLE	MILTON	ORFORDVILLE	Total
Trans Stat Station Library	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	Number of Statistical Transactions	
BURLINGTON	126	33	39	35	11	245	20	3	512
CL-S	64	16	12	13	13	136	12	14	280
CL-TL	56	8	6	18	2	61	12	6	169
DARIEN	34	5	4	3		28	9		83
DELAVAN	115	11	28	19	4	210	32	1	420
EAST_TROY	37	6	6	7	2	43	4	2	107
ELKHORN	235	49	49	25	7	404	71	11	851
FONTANA	18		4	4	1	32	4	1	64
GENOA_CITY	53	12	8	5	4	89	14	16	201
KPL-AD	3					2	5		10
KPL-BKM	53	10	15	16	3	82	9	2	190
KPL-NS	197	40	34	31	10	393	41	13	759
KPL-NSCURB	5		1	1	1	4	1		13
KPL-SI	44	7	14	6		46	11	2	130
KPL-SW	420	71	99	42	17	772	88	24	1,533
KPL-SWCURB	53	16	11	4	2	48	2	1	137
KPL-UP	12	3	3	1	1	13	4		37
LAKEGENEVA	152	28	25	26	10	229	11	7	488
LAKESHORES			1				3		4
RACINE_BKM	137	14	24	16	3	185	22	7	408
RACINEMAINE	684	98	121	145	26	1,121	128	24	2,347
ROCHESTER	38	7	17	11	2	69	12	4	160
SHARON	6	10	1			18			35
UNIONGROVE	59	11	9	10	2	124	14	2	231
WALWORTH	51	6	13	4		62	12	2	150
WATERFORD	165	38	39	48	7	253	30	8	588
WILLIAMBAY	66	4	14	11	1	112	18	2	228
WTFORDHS	3		2	1					6
Total	2,886	503	599	502	129	4,781	589	152	10,141

KCLS 3,258

LLS 6,883

Arrowhead - hoopla January 2022

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	1614	21	273	\$1,944.19	962	\$1,944.19	962
Clinton Public Library	247	1	48	\$349.19	157	\$349.19	157
Eager Free Public Library	505	10	95	\$499.86	245	\$499.86	245
Edgerton Public Library	678	10	99	\$599.75	295	\$599.75	295
Hedberg Public Library	4361	73	912	\$5,272.95	2637	\$5,272.95	2637
Milton Public Library (WI)	644	13	123	\$649.59	339	\$649.59	339
Orfordville Public Library	190	0	32	\$250.30	123	\$250.30	123
Total	8239	128	1582	\$9,565.83	4758	\$9,565.83	4758

2022 January Overdrive Statistics

Library	Ebooks	Audiobook/Music	Magazines	Video/Streaming Video	Total by Library	OD Users	Holds (2-1-22)
Clinton Public Library	103	151	3	0	257	46	156
Orfordville Public Library	124	44	4	0	172	37	128
Milton Public Library	384	400	32	0	816	155	531
Eager Free Public Library	381	453	40	0	874	155	626
Edgerton Public Library	450	446	11	1	908	167	606
Beloit Public Library	1112	705	141	0	1958	347	990
Hedberg Public Library	3576	3121	240	4	6941	1132	2888
HPL Mall Branch	0	15	0	0	15	4	14
Total by type	6130	5335	471	5	11941	2043	5939

2021 SHARE Lost Items Reconciliation Charges

Library	Owes	Owed	Total Owed
Beloit		\$733.56	
Clinton	\$48.25		
Eager Free	\$86.80		
Edgerton		\$8.18	
Hedberg		\$170.41	
Hedberg BK		\$41.56	
Hedberg NS	\$12.04		
Total Hedberg PL			\$199.93
Milton	\$245.56		
Orfordville	\$77.33		