

**Arrowhead Library System
Librarians Meeting via GoToMeeting
Wednesday, April 20, 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 – Nick Dimassis
2. Secretary – Tovah Anderson
3. Approval of the March 2022 Minutes
4. Unfinished Business
 - a. SHARE/Technology Update
 1. Statistics
 2. Items for SHARE agenda
 - b. Hoopla
 - c. WPLC/Overdrive
 - d. Gale Courses /Lynda.com/Transparent Languages
 - e. Budget 2021/22
 - f. Merger Exploration Update
 - g. Covid-19 Updates
 - h. Youth Services update- Jeni Schomber
 - i. Inclusive Services Update – Rene Bue
 - j. Public Library System Redesign Project
 - k. ALS Board Report – Sarah Strunz
5. New Business
 - a. ARPA Update
6. ALS Activities
7. Activities in Member Libraries
8. Adjourn

Dates to Remember:

ALS Board Meeting – May 4th – 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 GoToMeeting
Wednesday, March 16, 2022
9:30 a.m.

Join GoToMeeting: <https://global.gotomeeting.com/join/7106--83725>

Meeting ID: 710-683-725

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

Attendees: Tovah Anderson, Charles Teval, Steve Platteter, Sara Strunz, Kirsten Almo, Jeni Schomber, Ashlee Kunkel, Megan Kloeckner, René Bue, Wyatt Ditzler, Joseph Langer **Guests:** Jim Novy, Steve Ohs

1. Call to order 9:32 a.m. – Chair – Kirsten Almo
2. Secretary – Tovah Anderson
3. Approval of the February 2022 Minutes
Motion: Megan Kloeckner; Second: Charles Teval; Vote: unanimous
4. Unfinished Business
 - a. SHARE Update
 - i. Statistics – Circ was close to January. Approved common teacher card at last meeting, send a helpdesk ticket for help remapping.
 - ii. Items for SHARE agenda – None at this time.
 - b. Technology – upgrading some head end networking equipment. Working with DEL on lowering group PC purchase costs.
 - c. Hoopla – Circ close to January. Lakeshores Library System is setting up a similar account system with their libraries.
 - d. WPLC/OverDrive – Circ down a little bit. Michael DeVries will send out the minutes from the steering committee meeting.
 - e. Gale Courses/LinkedIn Learning/Transparent Languages/Creativebug – *Statistics for December/January in the packet.*
 - f. Budget 2021/2022 – Some carryover from 2021 to 2022. 2022 budget going well, nonresident reimbursement payments and SHARE bill have been paid. Van repair is ongoing, worst case cost will be a \$500 deductible – money is set aside for a new van but the problem is finding one.
 - g. Merger Exploration Update – Adam Dinnes time on the HPL board is at an end so he's also leaving the ALS board and the merger committee. Anette smith will replace him on the committee. March 7th meeting, much time was spent going over the results of the survey of questions that need answers before a vote to merge/not merge. Next meeting is in-person 4/4/22 in Elkhorn, it's open, you're welcome to attend.

- h. COVID-19 Updates – 2-year anniversary of library closures. April Librarians meeting will be virtual, May may be in person.
- i. Youth Services update – Jeni Schomber – State YS group met and discussing a children’s book community read (probably a picture book). Jeni is looking at grant opportunities. 1,000 Books App is still in the works, Phil Schomber met with developer a couple weeks ago.
- j. Inclusive Services Update – René Bue – Completed the 4-session Beta test of the Compassion Resiliency training. Training will continue through the full 12-session. Once Beta session is completed, René and Jeni will open a new session. Presented to Lakeshores Library System about the Inclusive Services Guide. State and system meeting was yesterday, discussed research project on library impacts on inclusive services and STEM. Let’s Talk About Race sessions have been recorded, independent study also available. One webinar and discussion sessions still open for registration. Adult Community Read, René will be sending out a doodle poll to gauge participation interest. June 25 HPL Bookfest will feature local authors including Wisconsin’s Poet Laureate.
- k. Public Library Designs Redesign Project – Still working on overhaul of state delivery system. Mostly working on western side of the state currently.
- l. ALS Board Report – Sarah Strunz – Nothing additional to cover.

5. New Business

- a. 2021 ALS Annual Report –
- b. ARPA Update – Meeting with county representatives today to discuss the Chromebook/portal/hotspot kits and marketing. Discussed if an age limit would be appropriate for circulation – no decision made.
- c. Preliminary 2023 Rock County Funding Calculations – in packet. OPL had highest township circ.
- d. 2022 Meeting Dates – in packet – May date changes.

6. ALS Activities

- a. Tovah is setting up M&PR check ins
- b. Rock Co Fair – HPL might be doing an outdoor film on family day and bringing the bookmobile. ALS libraries are invited to have a table at the movie night.

7. Activities in Member Libraries

Hedberg Public Library This Saturday the teen storytelling troupe has a performance. Author visit next Tuesday. Open mic night for storytelling day Wednesday the 23rd. Sustainable living fair (18 exhibitors, hands on activities for kids) and *Soylent Green* screening coming up. Public Services Librarian position received 31 qualified applicants. Inside the Diversity of Asian America program coming up.

Edgerton Public Library Interviewing for a part-time position. Tiptoeing back into in-person programming. Bringing in-person storytime back in April. Had two LGBTQ programs, the panel was very positive and went well, the book program was unattended. Staff are not wearing masks for the first time in a long time. Planning summer with more in-person with ability to pivot. HVAC issues are continuing.

Beloit Public Library New staff member started. Crunching numbers and are doing a few internal promotions. Still have one LS1 position open, 20 hours. Head of programming and community outreach (MLS Dept head position) is leaving, going to be deputy director at Middleton. Also having HVAC issues, had a leak with another water pump. BPL telephone issues are ongoing, should be corrected next week. City of Beloit is changing phone providers so the city and library phones will be down 4:30-6. Blender Café is back open.

Clinton Public Library – part of the PBS programming cohort. Lost a staff member, a volunteer accepted the staff position. Working through complete inventory process and summer library programming

Eager Free Public Library – Working on summer planning. Doing a little more in-person programming in April, registration required. School district is going to do a strategic plan, want a library person to assist. Evansville dropped the mask mandate. A PT staff member is retiring after 30 years, position opening in May.

Orfordville Public Library – Continuing in-person storytime. Senior luncheon is popular with about 45 people per month, this month will be a presentation about the first female lawyer in WI (from Janesville). Staffing continues to turnover. One Lunch with the Librarian is going to do a Spanish bi-lingual storytime.

Milton Public Library Had 70 people for in-person storytime. Planning summer as in-person. Foundation is doing an online auction. Madison Artist will be doing a mural in the interior stairway leading up to children's area.

8. Adjourn at 10:38

Motion: Charles Teval; Second: Megan Kloeckner

Dates to Remember

SHARE Meeting*	April 5, 9:30 am	Remote
ALS Board Meeting	April 13, 6:00 pm	Remote
ALS Librarians Meeting*	April 20, 9:30 am	Remote

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

Circ by station library and owning library

Trans Stat Month	March									
Trans Stat Station Library	BELOIT	BELOITCUR B	CLINTON	EDGERTON	EVANSVILLE E	JANESV_NS	JANESVILLE E	MILTON	ORFORDVILL L	Total
BELOIT	11,828	114	243	639	297	38	1,223	362	160	14,904
BURLINGTON	34	4	17	70	34	3	125	35	15	337
CL-S	41	5	24	74	29	2	148	33	22	378
CL-TL	23	6	4	52	14	3	118	22	1	243
CLINTON	91	18	1,024	122	104	15	393	109	64	1,940
DARIEN	10	2	10	42	16		68	16	13	177
DELAVAN	60	8	7	77	35	3	189	40	16	435
EAST_TROY	21		10	19	12		71	12	4	149
EDGERTON	94	29	36	4,258	124	14	394	140	73	5,162
ELKHORN	62	7	24	83	38	7	221	44	32	518
EVANSVILLE	146	24	65	189	2,397	15	428	150	69	3,483
FONTANA	32	2	5	32	16	3	88	17	10	205
GENOA_CITY	27	9	7	48	23	3	80	18	8	223
JANESV_BKM							1			1
JANESV_NS	13	8	12	18	8	599	219	14	5	896
JANESVILLE	635	60	154	592	341	74	32,929	485	172	35,442
KPL-BKM	9	1	1	16	7		24	8	3	69
KPL-NS	69	10	15	92	50	1	230	66	20	553
KPL-SI	17		4	20	11		51	35	8	146
KPL-SW	109	17	28	182	71	7	404	131	38	987
KPL-UP	8		2	13	5		27	9	6	70
LAKEGENEVA	2						3		2	7
MILTON	119	22	59	231	118	14	1,070	4,749	51	6,433
ORFORDVILL	89	10	28	106	37	10	238	51	1,202	1,771
RACINE_BKM	9	3	3	11	4		19	5	1	55
RACINEMAIN	180	23	49	161	97	28	545	137	54	1,274
ROCHESTER	41		5	48	11	2	79	16	3	205
SHARON	32	2	2	26	6		84	20	3	175
UNIONGROVE	16	2	16	41	18	5	70	27	7	202
WALWORTH	12	3	7	11	15		48	27	5	128
WATERFORD	38	2	19	72	27	5	154	36	12	365
WILLIAMSBAY	45	5	17	36	15	5	142	32	14	311
WTFORDHS	1	1	4	1	5		10	6	1	29
			1							1
Total	13,913	397	1,902	7,382	3,985	856	39,893	6,852	2,094	77,274

March 2022 ALS circ from LLS KCLS

Circ by station library and owning library

Trans Stat Month	March									
Trans Stat Station Library	BELOIT	BELOITCUR B	CLINTON	EDGERTON	EVANSVILLE E	JANESVILLE JANESV_NS	JANESVILLE E	MILTON	ORFORDVILLE L	Total
BURLINGTON	34	4	17	70	34	3	125	35	15	337
CL-S	41	5	24	74	29	2	148	33	22	378
CL-TL	23	6	4	52	14	3	118	22	1	243
DARIEN	10	2	10	42	16		68	16	13	177
DELAVAN	60	8	7	77	35	3	189	40	16	435
EAST_TROY	21		10	19	12		71	12	4	149
ELKHORN	62	7	24	83	38	7	221	44	32	518
FONTANA	32	2	5	32	16	3	88	17	10	205
GENOA_CITY	27	9	7	48	23	3	80	18	8	223
KPL-BKM	9	1	1	16	7		24	8	3	69
KPL-NS	69	10	15	92	50	1	230	66	20	553
KPL-SI	17		4	20	11		51	35	8	146
KPL-SW	109	17	28	182	71	7	404	131	38	987
KPL-UP	8		2	13	5		27	9	6	70
LAKEGENEVA	2						3		2	7
RACINE_BKM	9	3	3	11	4		19	5	1	55
RACINEMAIN	180	23	49	161	97	28	545	137	54	1,274
ROCHESTER	41		5	48	11	2	79	16	3	205
SHARON	32	2	2	26	6		84	20	3	175
UNIONGROVE	16	2	16	41	18	5	70	27	7	202
WALWORTH	12	3	7	11	15		48	27	5	128
WATERFORD	38	2	19	72	27	5	154	36	12	365
WILLIAMSBAY	45	5	17	36	15	5	142	32	14	311
WTFORDHS	1	1	4	1	5		10	6	1	29
Total	898	112	280	1,227	559	77	2,998	792	298	7,241
							KCLS	2,446	LLS	4,795

Circ by station library and owning library

Trans Stat Month	March								
Item Library	BELOIT	CLINTON	EDGERTON	EVANSVILLE	JANESV_NS	JANESVILLE	MILTON	ORFORDVILL	Total
BURLINGTON	138	28	28	22	10	202	33	6	467
CL-S	81	6	13	16	1	120	19	2	258
CL-TL	47	14	13	13	1	95	19	5	207
DARIEN	22	2	4		3	21	4	2	58
DELAVAN	99	14	23	20	6	146	24	6	338
EAST_TROY	25	6	19	4	1	46	11		112
ELKHORN	240	43	71	59	18	432	61	22	946
FONTANA	22	1	4	3		38	3	3	74
GENOA_CITY	64	10	16	10	2	99	5	3	209
KPL-AD	1					1	2		4
KPL-BKM	75	7	11	9	2	85	14	8	211
KPL-NS	244	42	57	41	6	378	66	13	847
KPL-NSCURB	5			4		2	1		12
KPL-SI	28	2	6	6	5	64	4		115
KPL-SW	412	75	92	67	26	731	77	33	1,513
KPL-SWCURB	36		4	1	1	37	6	4	89
KPL-UP	2	2	7	3		22			36
LAKEGENEVA	69	21	23	8	5	141	20	2	289
LAKESHORES			1			1			2
RACINE_BKM	121	17	25	17	4	169	29	1	383
RACINEMAIN	683	107	113	150	19	1,128	136	12	2,348
ROCHESTER	43	5	23	9	4	65	18	9	176
SHARON	30	3	3	2		21	1	1	61
UNIONGROVE	93	11	11	9	2	138	11	4	279
WALWORTH	66	8	25	16	1	86	12		214
WATERFORD	136	27	30	36	2	246	48	6	531
WILLIAMSBAY	100	3	16	16	5	110	19	3	272
WTFORDHS	9	4	1	3		16			33
Total	2,891	458	639	544	124	4,640	643	145	10,084
						KCLS	3,292	LLS	6,792

Arrowhead - hoopla March 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	1670	20	287	\$1,846.39	929	\$5,521.92	2805
Clinton Public Library	250	3	48	\$392.58	171	\$1,110.90	506
Eager Free Public Library	514	5	89	\$499.46	254	\$1,499.43	766
Edgerton Public Library	698	11	106	\$587.07	291	\$1,767.32	886
Hedberg Public Library	4473	64	918	\$5,726.55	2777	\$15,845.52	8048
Milton Public Library (WI)	660	5	119	\$660.37	324	\$1,949.18	1020
Orfordville Public Library	194	1	32	\$215.99	111	\$688.51	361
Total	8459	109	1599	\$9,928.41	4857	\$28,382.78	14392

2022 March Overdrive Statistics

Library	Ebooks	Audiobook/Music	Magazines	Video/Streaming Video	Total by Library	OD Users	Holds (4-4-22)
Clinton Public Library	108	170	1	0	279	44	170
Orfordville Public Library	146	55	28	0	229	43	127
Milton Public Library	482	371	39	1	893	151	548
Eager Free Public Library	330	513	9	0	852	167	632
Edgerton Public Library	483	497	12	0	992	180	689
Beloit Public Library	838	696	170	0	1704	320	923
Hedberg Public Library	3268	3055	253	1	6577	1077	2904
HPL Mall Branch	0	18	0	0	18	2	18
Total by type	5655	5375	512	2	11544	1984	6011

SMALL BUSINESS CHROME KIT

WITH LIVEPLAN SOFTWARE FOR BUSINESS PLANS & SUSTAINABILITY REPORTS



Hotspot Password

libraryaccess

Project Mission

To support growth of Rock County small businesses by eliminating technological barriers such as access to computers and Internet services, and by providing LivePlan software to help develop a Post-COVID business and sustainability plan.

What is LivePlan?

LivePlan is the business planning and management software created to support the success of small businesses and entrepreneurs. You'll receive step-by-step instructions as soon as you login. Your business planning process is made easy with prompts, definitions of key terms, and video and text tutorials built right into LivePlan.

If you'd like additional help creating a small business plan, please contact the Rock County Small Business Development Center.

Additional Small Business Resources:

- **Rock County Small Business Development Center (SBDC)** The SBDC at Rock County helps entrepreneurs succeed at any stage. They offer no-cost, confidential consulting and business education.
Kathryn Jackson, Business Consultant
kathryn.jackson@business.wisconsin.edu
608-400-6784
wisconsinsbdc.org/rock-county
- **Rock County COVID-19 Grant and Loan Funding for Small Businesses and Nonprofits**
Need-based funding programs designed to stabilize, strengthen and/or restart business operations negatively impacted by COVID-19.
More details at rcbizgrants.org

What is in the kit?

- 1 Chromebook computer
- 1 hotspot
- 1 case
- Eligibility for a free LivePlan business planning software license/account.

Wireless Printing

Send the file to be printed to the library's email below, then see a staff member to collect and pay for prints.

- Beloit (black): beloit-library-bw@printspots.com
Beloit (color): beloit-library-color@printspots.com
- Clinton (black): clb@sharelibraries.info
Clinton (color): clc@sharelibraries.info
- Edgerton: edg@sharelibraries.info
- Evansville: evc@sharelibraries.info
- Milton: mlb@sharelibraries.info
- Orfordville: orb@sharelibraries.info

Laptop or hotspot issues?

Please contact the issuing library:

- Beloit Public Library 608-364-2905
- Clinton Public Library 608-676-5569
- Eager Free Public Library 608-882-2260
- Edgerton Public Library 608-884-4511
- Hedberg Public Library 608-758-6600
- Milton Public Library 608-868-7462
- Orfordville Public Library 608-879-9229

Checkouts, Returns, and Holds

- Use your free public library card to check out a Small Business Chrome Kit.
Need a library card? Bring your photo ID and proof of address (like a bill) to your favorite library!
- LivePlan software requires a license/account. Ask a library staff member or contact the Rock County Small Business Development Center (608-400-6784) to set up an account.
- Kits are checked out for 2 weeks at a time. Contact your library to request a kit renewal or hold. Library computer and Internet use policies apply, see your library for details.
- Kits must be returned inside a library – do not return in a book drop. Hotspot service will be disabled if kit is overdue. Kits are subject to overdue, loss, and damage fines/fees.



ROCK COUNTY
WISCONSIN

