Arrowhead Library System Librarians' Meeting Wednesday, June 15, 2022 Edgerton Public Library 101 Albion Street, Edgerton 9:30 a.m.

This meeting is being held at the Edgerton Public Library, 101 Albion St, Edgerton.

- 1. Call to order 9:30a.m. Chair Kirsten Almo
- 2. Secretary Tovah Anderson
- 3. Approval of the May 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 2022
 - 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. CreativeBug cancellation
 - b. ALS Board
- 6. ALS Activities
- 7. Activities in Member Libraries
- 8. Adjourn

Dates to Remember:

ALS Board Meeting – July 13th – 6:00 pm @ MPL

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 Librarian's Meeting – Meeting Minutes Wednesday, May 18, 2022 Beloit Public Library

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

Meeting called to order by Nick Dimassis at 9:32 am
Secretary – Kirsten Almo
Approval of April 2022 Minutes – Motion by Megan Kloeckner / Second by Sarah Strunz. Motion passed.

NEW BUSINESS – part 1

County Ag Ambassador

- Introduction to the Rock County Agriculture Ambassador Program made by Katie Purkapile.
- She's been doing classroom presentations throughout Rock County. ~ 45 min presentations.
- Employed by Rock County Ag Business Council.
- Contact Katie Purkapile if interested in program at library. Ex. Making butter, soy lip balm, gardening (katie@rockcountyagambassador.org)

UNFINISHED BUSINESS

SHARE/Technology Updates – Jim Novy

- Working toward Symphony upgrade early June. Haven't done one since 2019.
- BC Mobile released test build yesterday. Should be seeing this soon
- PC purchase monitors & laptops in. Desktops delayed again order was recently canceled so will need to be reordered. (Due to COVID shutdowns, etc. in China)

Hoopla – Steve Platteter

Stats for hoopla – Circ down just a few

WPLC/Overdrive - Michael DeVries

- Circ down a bit since March; Steve sent out slides from last meeting.
- Circ statewide is way up since pre-COVID
- ALS ~\$36,000 budget for next year (which includes our membership fee). This is ~5% increase from last year.
- Still discussions about collaboration with school accounts & public libraries

Gale Courses/Lynda/Transparent Languages – Steve Platteter

Stats in packet

Budget 2022 – Steve Platteter

- Rock County has published 2023 budget calendar. Steve has meeting scheduled August 1st. Next year's budget will be interesting based on merger possibilities
- 2022 all funds received

Merger Exploration Update - Steve Platteter & Kirsten Almo

- Some changes on exploration committee due to ALS & LSLS board changes.
- Steve reviewed agenda from the May 2 meeting
 - o Process of committee
 - o Issue papers will be available in June

COVID updates - Steve Platteter

- René offered her program plan in respect to COVID backup plans
- Megan asked if any libraries still have any COVID changes
 - o Most libraries still have some computers spaced apart; no other changes in place
- Joseph asked how computer use is at other libraries CPL seeing a decrease
 - o Jim N shared that this is being seen system wide
- Quick printing seems to be a popular need

Youth Services update – Jeni Schomber

- Jeni will share link for training webinars for Beanstack users
- 1,000 books for before Kindergarten app almost ready goal is this fall

Inclusive services update – René Bue

- State meeting yesterday Steve & Jeni also attended
- What is system role in helping staff feeling uncomfortable with challenging situations
 - o 1:1 consulting
 - o Town hall with staff
 - Acknowledging staff feelings when difficult issues/conflicts are happening
- Programming possibilities ideas related to autism spectrum, LGBTQ
- Using DPI inclusive services statement w/in library
- Libraries talk about race webinar series expanding on this in future

PLSR - Steve Platteter

 DPI has received draft of funding formula analysis. Not being shared yet – getting feedback from other committee first

ALS Board - Sarah Struntz

- All covered
- First in person meeting in June at MPL (with hybrid aspect)

NEW BUSINESS – part 2

ARPA Update – Steve Platteter

- Press Release went out throughout county for the Chromebook / hotspot / business planning software program.
- Sarah shared that she has an appointment set up for patron to use service
- Joseph shared that they have a couple people using the hotspots

LSTA CE GRANTS - Steve Platteter

- So far \$400 from ALS requested Joseph
- Use the portal \$5,400 available for ALS. Needs to be spent by June, 2022. (This is 2021 funds)

 There will be 2022 funds that could be used for WLA in 2022. Anticipated to be same level of funding.

STATE AID PAYMENT

Second payment was received on April 25, 2022. (\$135,214)

ALS REPORT – No report

MEMBER LIBRARY ACTIVITY REPORTS

BPL (Wyatt)

- Scan Easy machine from TBS fax machine
 - Scans, faxes (\$1 per page + higher rate overseas)
 - Flatbed scanner
- ST Imaging microfilm reader

EFPL (Megan)

- Opening on library board
- "Becoming Better Neighbors" community conversation program last night
- Hired library clerk she quit recently so rehiring
- Also hiring an aide
- Friends group doing an ice cream social in partnership with Evansville Underground Music held at a local home

MPL (Ashlee)

- New board members
- Friends group awarding 2 scholarships to HS students –
- Hired someone to do a mural on stairway. Painting will start after Memorial Day, before summer programs start
- Release summer program brochure yesterday
- Monarch club starting tomorrow
- Jayme & Ashlee presented at WAPL

HPL (Charles & Rene)

- Just hired public service librarian starts June 6
- 3 new board members
- Programming been a busier than usual May
- First book fest on June 25 includes a local author fair; children's author giving a program; panel of writers giving a program on writing; Keynote Speaker Dasha Kelly Hamilton, WI poet laureate. Also a reception with poet laureate
- Quest Con Aug 6 in person event (with virtual back up if needed)
- Bookmobile at Fair July 26. Family movie night. Rene there from 3-5 with bookmobile open.

OPL (Sarah)

- May be looking for new board member
- Some staff turnover with village personnel challenging dynamics right now

- Working on a display about bees
- All summer programs in the park June
- Pancake breakfast in the library (instead of the park) June 18 bookmark for kids to check on pancakes & then win a free breakfast

EPL (Kirsten)

- Pollinator plant program on Thursday at Edgerton Hospital 1:30
- Morning & afternoon adult programs seem to be going well new times for programs
- Summer programs planned indoors
- Door counts been irregular trying to find patterns

CPL (Joseph)

- Movie program Encanto at a local church on a Saturday. Very well attended
- Friends group purchased a silhouette machine 24 inch
- Summer Reading kick off today craft bag if you pick up
- Partnered with school bus will drop kids off at the library after summer school
- Senior Center asked if someone would come and read Joseph has been doing this on a weekly basis

LSTA Grant funds available ALA conference in Washington - \$3,000 for individuals

- Applications reviewed regularly
- Deadline Tuesday, May 31
- Can be used for registration, airfare, hotel, etc.

Motion to adjourn at 11:24 – Motion by Charles Teval /Second by Megan Kloeckner. Motion passed.

Circ by station library and owning library

Trans Stat Month						May					
Station Library	BELOIT	B_CURB	CLINTON	EDGERTON	EVANSVILLE	J_BKM	J_NS	JANESVILLE	MILTON	ORFORDVILL	Total
BELOIT	10,229	90	176	440	257		22	1,250	298	93	12,85
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BURLINGTON	28	6	20	29	20		3	103	28	15	252
CL-S	41	11	15	28	32		3	124	27	23	304
CL-TL	17	2	3	30	12	45-745-0-0-14-15-75-1-0-15-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1	3	104	29	12	212
CLINTON	105	14	986	97	77		3	368	78	48	1,776
DARIEN	31	1	6	25	19		1	66	17	17	183
DELAVAN	63	7	17	39	22		3	181	27	20	379
EAST_TROY	17	3	5	29	12			53	15		134
EDGERTON	82	18	30	4,169	90		12	347	139	46	4,933
ELKHORN	66	7	28	66	42		3	215	43	28	498
EVANSVILLE	130	27	55	157	2,407		6	341	90	63	3,276
FONTANA	19	2	13	23	7		1	69	17	7	158
GENOA_CITY	31	8	9	31	8	100		103	11	20	221
JANESV_BKM						112		3			115
JANESV_NS	17	5	7	9	13		410	185	9	16	671
JANESVILLE	570	58	167	526	295	3	57	29,131	485	110	31,402
KPL-BKM	7		1	16	8	and the discovery and the discovery discovery to the	1	49	9	13	104
KPL-NS	79	3	11	51	32		1	231	49	16	473
KPL-SI	10	3	7	13	14	77 TO THE WITH STATE OF THE SAME OF THE SA		49	9	7	112
KPL-SW	114	17	26	109	48	STORY LEAD TO THE TOTAL TO A STORY OF THE ST	5	432	154	44	949
KPL-UP	10			8	2			11	5		36
LAKEGENEVA	29	2	9	37	29		3	122	26	29	286
MILTON	108	16	59	240	105		5	894	4,319	51	5,797
ORFORDVILL	140	8	28	67	20		3	236	48	1,032	1,582
RACINE_BKM	4			11	3			13	6		37
RACINEMAIN	139	29	48	139	78		6	530	126	77	1,172
ROCHESTER	24	3	10	32	9		7	83	10	3	181
SHARON	14	1	1	10			1	51	27	3	108
UNIONGROVE	13		11	22	9		1	79	25	1	161
WALWORTH	21	2	10	24	7		1	66	20	11	162
WATERFORD	47	4	16	50	36	TO A STATE OF THE THE THE STATE OF THE STATE	2	152	39	15	361
WILLIAMBAY	15	2	4	23	30		4	120	13	17	228
WTFORDHS	5	1	3	10	8			15	4		46
Total	12,226	350	1,781	6,560	3,751	115	567	35,776	6,202	1,837	69,165

Circ by station library and owning library

Trans Stat Month					Мау	>				
Station Library	BELOIT	B_CURB	CLINTON	CLINTON EDGERTON	EVANSVILLE J_NS	J_NS	JANESVILLE	MILTON	ORFORDVILL	Total
BURLINGTON	28	9	20	29	20	ო	103	28	15	252
CL-S	41	1	15	28	32	3	124	27	23	304
CL-TL	17	2	3	30	12	3	104	29	12	212
DARIEN	31	_	9	25	19	_	99	17	17	183
DELAVAN	63	7	17	39	22	က	181	27	20	379
EAST_TROY	17	က	5	29	12		53	15		134
ELKHORN	99	7	28	99	42	က	215	43	28	498
FONTANA	19	2	13	23		-	69	17	7	158
GENOA_CITY	31	∞	O	31	80		103	1	20	221
KPL-BKM	7	CONTRACTOR AND		16	8	_	49	6	13	104
KPL-NS	79	3	1	51	32	-	231	49	16	473
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LAKEGENEVA	29	2	თ	37	29	က	122	26	29	286
RACINE_BKM	4			_	8		13	9		37
RACINEMAIN	139	29	48	139	78	9	530	126	77	1,172
ROCHESTER	24	က	10	32		7	83	10	m	181
SHARON	14			10		_	51	27	3	108
UNIONGROVE	5		Ξ	22	O	_	79	25	~	161
WALWORTH	21	2	10	24	7	-	99	20	7	162
WATERFORD	47	4	9	20	36	2	152	39	5	361
WILLIAMBAY	15	7	4	23	30	4	120	13	17	228
WTFORDHS	S	_	က	10	∞		15	4		46
Total	844	114	273	855	487	49	3,021	736	378	6,757
							KCLS	2,190	rrs	4.567

Circ by station library and owning library

					May				
Item Library	BELOIT	CLINTON	EDGERTON	EVANSVILLE	J_NS	JANESVILLE	MILTON	ORFORDVILL	Total
BURLINGTON	138	31	35	20	9	186	41	3	46:
CL-S	82	13	14	14	4	126	16	3	272
CL-TL	61	12	18	7	3	71	15		187
DARIEN	7	5		1		14	3		30
DELAVAN	75	9	16	17	2	128	28	8	283
EAST_TROY	60	4	11	3	2	45	5	3	133
ELKHORN	233	23	46	26	5	331	56	8	728
FONTANA	29	5	7	19		53	2		115
GENOA_CITY	65	7	8	13	1	58	9	330	161
KPL-AD	2	***************************************			2000-2000-000-000-2000-2	1			***************************************
KPL-BKM	38	6	13	10	2	84	6	4	163
KPL-NS	226	38	47	29	9	391	47	12	799
KPL-NSCURB	1	1914 T 1941 T 1844 C 1845 T 1847	1			2	2		6
KPL-SI	43	7	6	14	1	57	4	1	133
KPL-SW	375	61	68	52	17	703	49	26	1,351
KPL-SWCURB	18	3	5	1		17	4	3	51
KPL-UP	16		2	2	2	17			39
LAKEGENEVA	112	23	19	26	8	169	32	9	398
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RACINE_BKM	84	11	24	13	4	132	29	5	302
RACINEMAIN	634	117	122	113	13	1,133	153	26	2,311
ROCHESTER	26	5	4	4	1	47	6	4	97
SHARON	8	1	2	1	1	15	1		29
UNIONGROVE	110	9	7	11	1	121	9	5	273
WALWORTH	35	16	7	5		52	12	2	129
WATERFORD	142	26	31	22	4	173	38	4	440
WILLIAMBAY	81	9	18	5	1	132	18	2	266
WTFORDHS	4	2	1		9 pc g	4	1		12
Total	2,705	443	532	428	90	4,263	586	128	9,175
	2,700			-TAU		KCLS	3,004	LLS	6,171

2022 May Overdrive Statistics

בים א	EDOOKS	Audiobook/Music N	Vi agazines	Magazines Video/Streaming Video	Total by Library OD Users Holds (6-1-22)	OD O	sers Holds	(6-1-22)
Clinton Public Library	70	175	2		0	247	45	175
Orfordville Public Library	127	84	15		0	226	36	130
Milton Public Library	398	369	38		0	773	145	528
Eager Free Public Library	367	292	11		5	943	171	720
Edgerton Public Library	483	456	10		0	949	163	640
Beloit Public Library	861	777	142		0 17	1780	337	296
Hedberg Public Library	2951	2983	209		1 61	6144	1097	2954
HPL Mall Branch	2	20	0		0	22	c	12
Total by type	5227	5429	427		1 11084		1997	6126

Library Name	Total Registered (All Time) New Patrons (Last M	New Patrons (Last Month)	Patrons Served (Last Month)	Sales (Last Month)	Circs (Last Month)	Sales (YTD)	Circs (YTD)
Beloit Public Library	1709	20	25		979	\$9,275.2	4749
Clinton Public Library	253	0	52	\$397.91	182		858
Eager Free Public Library	537	11	98	\$500.23			1259
Edgerton Public Library	715	8	96	\$599.87		\$2,964.19	1454
Hedberg Public Library	4582	53	006	\$5,695.86	2	1	13718
Milton Public Library (WI)	675	6	112	\$646.74			1650
Orfordville Public Library	198	2	34	\$285.74			009
Total	8998	103	1573	\$9,995.85	5		24288

Arrowhead Library System Information Center

Dashboard Student Search Reports Resources

May 2022

Lifetime Month Session Date Range: MM/DD/YYYY to MM/DD/YYYY

35 total enrollments

149 total course logins

18,650 total minutes in class

Top 20 Courses

-	f and the second se	
	Course	Students
	Introduction to Microsoft Excel 2019/Office 365	3
	Speed Spanish	2
	Computer Skills for the Workplace	2
	Creating WordPress Websites	2
	Keyboarding	1
	Start and Operate Your Own Home-Based Business	1
	Genealogy Basics	1
	Accounting Fundamentals	1
	Helping Elderly Parents	1
	Introduction to SQL	1
	Keys to Effective Communication	1
	Grammar Refresher	1
	Photographing People With Your Digital Camera	1
	Beginner's Guide to Getting Published	1
	Manufacturing Fundamentals	1
	Project Management Professional (PMP) Prep II	1
	Speed Spanish II	1
	Building Teams That Work	1
	Start Your Own Small Business	1
	Introduction to Interior Design	1
-	1	

View Course Activity

New Courses

Course	Date Added
Managing Remote Teams	01/11/2022
Introduction to Windows 11	01/11/2022
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



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			Total Total	otal	Total Unique	e Total User		Total Session Web	Web	Unique Avg. Web		Total Web Mo	obile App Mobile	App M	Aobile M	Mobile App Course	e Vocab	Access	Unique	KidSpeak	Learning
Group Name	Start Date	End Date	Sessions C	Start Date End Date Sessions Circulations Users	Users	Registration	s Time	Sessio	Sessions Users	Sessio	In Time Sess	sion Time Se	ssions Unique	ue Users App	5	session Download	nload Lesson	n Count	Users	Learning	
All Admins	5/1/5	2 5/31/22	1	0		1	0	:02:16	1	1	0:02:16	0:02:16	0	0	0:00:00	0:00:0	0	0	0	0:00:00	
All Learners	5/1/22		44	265	ri Ti	E)	5 21.	21:52:09	43	12	0:30:29	21:51:02	1	1	0:01:07	0:01:07	2	0	0	00:00:0	00:00:00
All Users	5/1/22		45	265	1	4	5 21	:54:25	44	13	0:29:50	21:53:18	1	1	0:01:07	0:01:07	2	0	0	0:00:0	
Beloit Public Library	5/1/22	-	11	24		2	2 2	:22:45	11	. 2	0:12:58	2:22:45	0	0	0:00:0	0:00:0	0	0	0	00:00:00	
Clinton Public Library		-	0	0		0	0	:00:00	0	0	0:00:0	0:00:0	0	0	0:00:0	0:00:00	0	0	0	0:00	
Eager Free Public Library		2 5/31/22	2	9		2	2 0	:35:48	2	2	0:17:54	0:35:48	0	0	0:00:0	0:00:00	0	0	0	00:00:0	00:00:0
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Hedberg Public Library	5/1/52		80	16		4	1 0	:59:56	00	4	0:07:29	0:59:56	0	0	0:00:0	0:00:0	1	0	0	0:00	
Milton Public Library	5/1/22		0	0		0	0	:00:00	0	0	0:00:0	0:00:0	0	0	0:00:0	0:00:0	0	0	0	0:00	
Orfordville Public Library			19	216		1	0 17:	17:44:30	19	1	0:56:01	17:44:30	C	c	0.00.00	0.00.00	c	c		00.00.0	

Language Usage Report

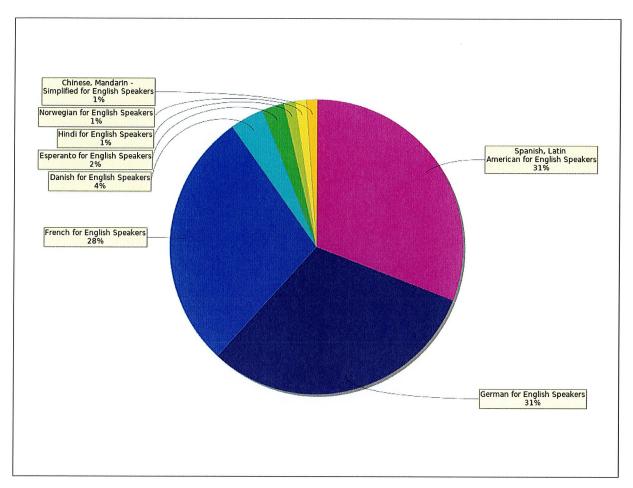
Start Date: 05/01/2022 End Date: 05/31/2022

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: 81

Language Name	Access Count	Calculated Percentage
Spanish, Latin American for English Speakers	25	30.86%
German for English Speakers	25	30.86%
French for English Speakers	23	28.40%
Danish for English Speakers	3	3.70%
Esperanto for English Speakers	2	2.47%
Hindi for English Speakers	1	1.23%
Norwegian for English Speakers	1	1.23%
Chinese, Mandarin - Simplified for English Speakers	1	1.23%

January	ue Visits	Uniqu	Writing Lab		age Database Usage	Total Usage	Beloit
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april	1						
june pily august september october roccember A7 Gliden Total Usage Jamanary German German German Total Usage Jamanary German Jam	2	0	22	22	22		april
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Jan	110	16
Feb	160	17
Mar	87	18
Apr	212	22
May	25	5
Jun	0	0
Jul	0	0
Aug	0	0
Sep	0	0
Oct	0	0
Nov	0	0
Dec	0	0

CreativeBug May 2022

Date	Class Title	Class Category	Lass Category Class Duratic Unique View Average Viev	ue View Ave	erage Viev
2022 May	Gelli Plate Printing	Art + Design	26.7	Н	က
2022 May	STEAM: Make a Disco LED Anglerfish	Art + Design	43.2	⊣	1.8
2022 May	The Wilton Method: Colorful Dipped Cookies and Pretzels	Food + Home	6.5	Т	13
2022 May	Cutting Squares, Triangles, and Diamonds	Quilting	8.9	Н	13.6
2022 May	Homage to Josef Albers Block	Quilting	7.5	П	8.2
2022 May	Sew a Dopp Bag	Sewing	23.6	П	117.8
2022 May	Sew a Linen Bucket Bag	Sewing	49.9	П	59.4
2022 May	Sew a Reversible Sun Hat	Sewing	25.3	П	80.7
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ALS Board 2022

Appointed Members	<u>Term Expires</u>	Ex-Officio Members
Annette Smith-President	Reappointed 2/11/21	Richard Bostwick, Chair
1044 Sunset Drive	Expires 12/31/23	Rock County Board of Super
Milton, WI 53563	arsmith14@gmail.com	Rock County Courthouse
Phone: 346-3673	100	Janesville, WI 53545
Milton Library Board Member		Phone: 757-5540(courthouse
		<u> </u>
Bill Wilson		Steve Platteter, Director
417 East High Street	Expires 12/31/22	Arrowhead Library System
Milton, WI 53563	william.wilson@co.rock.wi.us	430 E. High St, Suite 200
Phone: 868-9180 or 718-0571(cell)	billwilsonretired@gmail.com	Milton, WI 53563
Rock County Supervisor	(serves remainder of Bostwick term)	Phone:868-2872 (work)
		Phone: 262-689-9179 (cell)
Stephen Brace		Bryan McCormick Director
506 High Point Ct.	Expires 12/31/23	Hedberg Public Library
Janesville, WI 53548	lsbrace.hma@gmail.com	316 S. Main Street
Phone: 508-561-8510	(serves remainder of Dinnes term)	Janesville, WI 53545
Hedberg Library Board Member		Phone: 758-6594(work)
Eloise Eager- Vice President	Reappointed 1/1/22	Nick Dimassis
43 N Second St.	Expires 12/31/24	Beloit Public Library
Evansville, WI 53536	eloiseeager@charter.net	605Eclipse Street
Phone: 608—490-0591		Beloit, WI 53511
Eager Free Library Board Member		Phone: 364-2917(work)
Euger Free Electury Bourta Wiemieer		11101101 2012011(110111)
Chris Cullen		Sarah Strunz
2938 Timber Lane	Expires 12-31-23	Orfordville Public Library
Janesville, WI 53548	chris.cullen@co.rock.wi.us	519 E. Beloit St.
Phone: 608-7517539		Orfordville, WI 53576
Rock County Supervisor		Phone: 879-9229
Jose Carrillo	Reappointed 1/9/20	Board Committees:
125 Winesap Drive	Expires 12/31/22	Budget
Janesville, WI 53548	jojolatino@aol.com (home)	Smith, Carrillo, Wilson
Phone: 322-8986 (cell)		Platteter (Ex-Officio Member)
, ,		, ,
At Large Board Member		
Shappy Plakalay		Personnel:
Sherry Blakeley 745 Milwaukee Rd. #2	Expires 12/31/24	Smith, Carrillo, Cullen
Beloit, WI 53511	blakeleys@beloitwi.gov	Platteter (Ex-Officio Member)
Phone: 608-362-1417		
Beloit Library Board Member		