



## Library Board of Trustees

Library Community Room 431 West Center,  
Whitewater, WI, 53190 \*In Person and Virtual

**Monday, April 15, 2024 - 6:30 PM**

**Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.  
Citizen participation is welcome during topic discussion periods.**

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/84130965938?pwd=SmhrM2FmRVJQa0hxbmNBUnBiMjlqdz09>

Telephone: +1 312 626 6799 US (Chicago)

Meeting ID: 841 3096 5938

Passcode: SzGnVr9h

**Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number: (262) 473-0108.**

## AGENDA

### CALL TO ORDER

### ROLL CALL

### APPROVAL OF AGENDA

*A committee member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the council to be implemented. the agenda shall be approved at reach meeting even if no changes are being made at that meeting.*

### CONSENT AGENDA

*Items on the Consent Agenda will be approved together unless any committee member requests that an item be removed for individual consideration.*

- [1.](#) Approval of the minutes of the March 18, 2024 regular meeting
- [2.](#) Approval of Payment of Invoices
- [3.](#) Acknowledgement of Receipt of Statistical report
- [4.](#) Acknowledgement of Receipt of Treasurer's report
- [5.](#) Acknowledgement of Receipt of Financial reports

**HEARING OF CITIZEN COMMENTS**

*No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.*

***To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial \*6 to unmute your phone and dial \*9 to raise your hand.***

**OLD BUSINESS**

- [6.](#) Review and approval of the revised Volunteer Policy
- 7. Library Building Project update: approve building schematics and color finishes

**NEW BUSINESS**

- 8. Guest presenter Eric Robinson
- [9.](#) Review and approval of the Dress Code Policy

**CONSIDERATIONS / DISCUSSIONS / REPORTS**

- [10.](#) Library Director's Report
- [11.](#) Youth Services Report
- [12.](#) Programming & Makerspace Report
- 13. Board Reports

**FUTURE AGENDA ITEMS****ADJOURNMENT**

Next meeting is May 20, 2024 at 6:30 p.m.

**Anyone requiring special arrangements is asked to call the Library Director (262-473-0530) at least 72 hours prior to the meeting.**



## Library Board of Trustees

Item 2.

Library Community Room 431 West Center,  
Whitewater, WI, 53190 \*In Person and Virtual

**Monday, March 18, 2024 - 6:30 PM**

### MINUTES

#### *Mission Statement:*

*We will have the space and the stuff to do the things that you want.*

*Our Values: Safe & welcoming; Trust; Diversity; Fun; Lifelong learning and creativity; Making connections; Service excellence*

### AGENDA

**CALL TO ORDER** at 6:32 pm.

#### **ROLL CALL**

Present: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Absent: Sallie Berndt, Jaime Weigel

Staff: Diane Jaroch, Deana Rolfsmeyer

Guests: Marisa Urbina

#### **APPROVAL OF AGENDA**

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MSC Diebolt-Brown/Orlowski to approve the Agenda.

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

#### **CONSENT AGENDA**

*Items on the Consent Agenda will be approved together unless any committee member requests that an item be removed for individual consideration.*

- [1.](#) Approval of the minutes of the February 19, 2024 regular meeting
- [2.](#) Approval of Payment of Invoices
- [3.](#) Acknowledgement of Receipt of Statistical report
- [4.](#) Acknowledgement of Receipt of the Treasurer's report

MSC Anderson/Retzke to approve the Consent Agenda.

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

### HEARING OF CITIZEN COMMENTS

*No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.*

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### OLD BUSINESS

#### 6. Library Building Project update: Presentation by Studio GC

- a. Marisa Urbina from Studio GC joined us to present the design presentation for the library building project.
  - i. Floor plans, ceiling plans, carpet, site plan - indoor and outdoor
    - 1. We were able to see samples of materials that will be used.
  - ii. Construction begins mid-July.

#### 7. Action regarding the Capital Campaign Funds held by the Whitewater Community Foundation

MSC Anderson/Diebolt-Brown move to transfer Whitewater Community Foundation funds (\$1,025,000) to the city to cover projected building costs.

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

#### 8. Review of the 2023 Annual Report

#### 9. Review and approval of the updated Volunteer Policy

- a. Made some updates to the policy. We will return to this policy at April 2024's meeting.

### NEW BUSINESS

#### 10. Review and approval of the Refunds for Lost Materials Policy

MSC Retzke/Diebolt-Brown to remove the Refunds for Lost Materials policy due to redundancy.

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

## CONSIDERATIONS / DISCUSSIONS / REPORTS

### 11. Library Director's Report

- a. New assistant director will begin on April 23, 2024.
- b. Circulation position interviews

### 12. Youth Services Report

- a. 70 people participated in the scavenger hunt!

### 13. Programming & Makerspace Report

- a. Spring Break activities, game day, art day, STEM day
- b. Newsletter sign up!
- c. Successful winter reading challenge. More adults participated than children.

### 14. Board Reports

## FUTURE AGENDA ITEMS

## ADJOURNMENT

Meeting adjourned at 8:01 pm.

MSC Diebolt-Brown/Anderson to adjourn.

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

15. Next meeting is April 15, 2024 at 6:30 p.m.

Minutes respectfully submitted by Alyssa Orlowski on March 18, 2024.

Category	Claimant	Invoice #	Amount
Audiovisual digital	Midwest Tape	504860333	\$ 296.38
Audiovisual digital	Midwest Tape	505272236	\$ 332.09
			<b>\$ 628.47</b>
Audiovisual-adult	B&T	H67963920	\$ 97.86
Audiovisual-adult	B&T	H68141000	\$ 276.99
Audiovisual-adult	Midwest Tape	505196997	\$ 84.99
Audiovisual-adult	B&T	H68240470	\$ 158.29
Audiovisual-adult	Amazon	n/a	\$ 63.50
Audiovisual-adult	Amazon	n/a	\$ 15.48
Audiovisual-adult	Midwest Tape	505241133	\$ 154.98
Audiovisual-adult	B&T	H68443700	\$ 46.78
			<b>\$ 898.87</b>
Audiovisual-juvenile	Midwest Tape	505105112	\$ 37.48
Audiovisual-juvenile	Midwest Tape	505144077	\$ 107.20
Audiovisual-juvenile	Midwest Tape	505196998	\$ 50.47
Audiovisual-juvenile	Midwest Tape	505241134	\$ 18.74
			<b>\$ 213.89</b>
Books digital	Midwest Tape	504860033	\$ 70.97
Books digital	Midwest Tape	505272236	\$ 106.88
			<b>\$ 177.85</b>
Books-adult	B&T	2039087517	\$ 239.01
Books-adult	B&T	2038126515	\$ 1,374.89
Books-adult	Grimm Book Bindery, Inc.	81572	\$ 906.35
Books-adult	B&T	2038140626	\$ 1,339.35
Books-adult	Amazon	n/a	\$ 63.50
Books-adult	Pumpkin People & Produce	876248	\$ 14.09
Books-adult	B&T	2038184911	\$ 377.45
			<b>\$ 4,314.64</b>
Books-juvenile	Book Outlet	13765	\$ 37.89
Books-juvenile	Ingram	80841033	\$ 96.15
Books-juvenile	Ingram	80638964	\$ 112.61
Books-juvenile	Ingram	80449640	\$ 284.29
Books-juvenile	Ingram	80998197	\$ 273.62
Books-juvenile	Ingram	80977971	\$ 17.39
Books-juvenile	Ingram	80969180	\$ 41.62
			<b>\$ 863.57</b>

## March 2024

Material Recovery	Unique Management	6123425	\$	<b>58.25</b>
Office supplies	Shred-it	8006311664	\$	90.23
Office supplies	Amazon	n/a	\$	6.98
Office supplies	Amazon	n/a	\$	42.47
Office supplies	Amazon	n/a	\$	56.21
Office supplies	Amazon	n/a	\$	19.99
Office supplies	Shred-it	8006617692	\$	95.45
			\$	<b>311.33</b>
Periodicals-adult	Journal Sentinel	n/a	\$	82.75
Periodicals-adult	APG Southern Wisconsin	n/a	\$	34.47
Periodicals-adult	Journal Sentinel	n/a	\$	78.00
			\$	<b>195.22</b>
Program supplies-adult	Black Point Estates	151	\$	25.00
Program supplies-adult	Amazon	n/a	\$	62.87
Program supplies-adult	Melanie Radzicki McManus	30824	\$	350.00
Program supplies-adult	Johnny's Selected Seeds	533528	\$	30.90
			\$	<b>468.77</b>
Program supplies-juvenile	Oriental Trading Company	730556975	\$	157.87
Program supplies-juvenile	Amazon	n/a	\$	54.99
Program supplies-juvenile	Hoop Elation, LLC	111	\$	330.00
Program supplies-juvenile	Duke Otherwise	n/a	\$	425.00
Program supplies-juvenile	Maria Antonia Martinez Villanueva	n/a	\$	300.00
Program supplies-juvenile	Amazon	n/a	\$	60.98
Program supplies-juvenile	Image Stuff		\$	203.75
Program supplies-juvenile	Amazon	n/a	\$	39.79
			\$	<b>1,572.38</b>
Travel	Deana Rolfsmeyer	n/a	\$	<b>38.06</b>

		City of Whitewater	3,317		
Jefferson County				Dodge County	
City	141			City	0
Rural	594			Rural	0
TOTAL	735			TOTAL	0
Rock County				Waukesha County	
City	103			City	7
Rural	431			Rural	5
TOTAL	534			TOTAL	12
Walworth County					
City	3			Other Counties	48
Rural	1,145				
TOTAL	1,148			Out of State	0
Dane County					
City	0			Total Nonresident	2,491
Rural	14				
TOTAL	14				
				TOTAL	5,808
	ADULT	5,139	CHILDREN	519	
ACCESS & USAGE		INFORMATION SERVICE		All Ages	
Days Open	25	Reference	202	Attendance	
Hours Open	248				
Library Visits	5,201	REGISTRATION			
		Resident	3,317		
		Non-Resident	1,830		
		Total Registered Borrowers	5,147		
OVERDRIVE	1,715	New Users		PRE-RECORDED PROGRAMS	
				Children 0-5 Programs	0
MAKER SPACE	46	INTERLIBRARY LOAN		Attendance	0
		Lending	1,924	Children 6-11 Programs	0
MEETING ROOMS	28	Borrowing	1,455	Attendance	0
				Children 12-18 Programs	0
HOOPLA		VOLUNTEERS		Attendance	0
Checkouts	165	Participants	4	Adult Programs	0
Cost	\$ 405.18	Hours worked	56	Attendance	0
		HOME DELIVERY		All Ages	0
COLLECTION MAINTENANCE		Participants	15	Attendance	0
Books added	141	Items Delivered	150	SELF-DIRECTED PROGRAMS	
Books withdrawn	5			Children 0-5 Programs	1
Audio materials added	0	IN-PERSON PROGRAMS		Attendance	1
Audio materials withdrawn	0	Children 0-5 Programs	5	Children 6-11 Programs	2
Video materials added	31	Attendance	66	Attendance	137
Video materials withdrawn	0	Children 6-11 Programs	5	Children 12-18 Programs	0
Other materials added	0	Attendance	135	Attendance	0
Other materials withdrawn		Children 12-18 Programs	0	Adult Programs	1
		Attendance	0	Attendance	30
		Adult Programs	3	All Ages	
		Attendance	45	Attendance	



**First Citizens State Bank, 207 W. Main St., PO Box 177, Whitewater, WI 53190**

**Money Market Account #132732**

DATE	Activity	Interest/Dep	Withdrawal	Balance
12.31.23	Balance			\$3,113.59
1.31.24	Interest	\$0.14		\$3,113.73
2.29.24	Interest	\$0.12		\$3,113.85
3.29.24	Interest	\$0.12		\$3,113.97

<b>ADM - American Deposit Management Company</b> <b>W220 N3451 Springdale Road, Pewaukee, WI 53072</b>				
Date	Activity	Interest/Dep	Withdrawal	Balance
12.31.23	Balance			\$315,706.93
1.31.24	Accrued Interest Earned 5.3%	\$1,375.27		\$317,082.20
2.29.24	Accrued Interest Earned 5.3%	\$1,335.22		\$318,417.42
3.31.24	Accrued Interest Earned 5.3%	\$1,387.08		\$319,804.50

April 04, 2024

Statement Period:  
March 01, 2024 - March 31, 2024

**Irvin L. Young Memorial Library**  
**431 W Center St**  
**Whitewater, WI 53190**

Contact Us



- For personal assistance, call:  
414-961-6600
- Visit us online:  
[www.americandeposits.com](http://www.americandeposits.com)
- Questions on products & services:  
[info@americandeposits.com](mailto:info@americandeposits.com)
- Mail correspondence to:  
W220 N3451 Springdale Road  
Pewaukee, WI 53072

### American Money Market Account™

Account Number-Description	Average Monthly Balance	Net Earnings	Delivered Rate
CIRVIN01 - General	\$ 318,417.42	\$ 1,387.08	5.30 %



Benefit from higher yield with a CD through ADM! Several terms and rates available.

CIRVIN01 - General

**Balance Summary**

Beginning Balance:	\$	318,417.42
Total Deposits:	\$	1,387.08
Total Withdrawals:	\$	0.00
Ending Balance:	\$	319,804.50
Average Balance:	\$	318,417.42

**Transaction Detail**

## DEPOSITS

Date	Description	Amount
03/31/2024	Accrued Interest Earned	\$ 1,387.08
<b>Total Deposits:</b>		<b>\$ 1,387.08</b>

**Summary of Financial Institutions**

FDIC/ NCUA	Name	Balance
24540	Bank of New England	\$ 11,400.00
27237	Enterprise Bank & Trust	\$ 248,500.00
6384	PNC Bank, NA - Repurchase Agreement	\$ 1,387.08
10988	Stearns Bank NA	\$ 54,277.22
18344	UBank (TX)	\$ 1,507.48
26626	United Texas Bank	\$ 1,375.27
57512	Western Alliance Bank	\$ 1,357.45
<b>Ending Balance:</b>		<b>\$ 319,804.50</b>

American Deposit Management LLC applied a Deposit Advisory Fee of \$0.00 to your account for this statement period. American Deposit Management LLC has received a Program Fee for the management and servicing of the American Money Market Account across all program participants. For this statement cycle, the Program Fee of 0.13 was applied to gross earnings of \$1,583.25 for a total of \$205.82.

The interest rate you earn on your American Deposit Management, LLC ("ADM") Deposits may fluctuate daily based on market conditions. ADM will inform you of the interest earned on your deposit accounts from program banks on your periodic account statement. ADM will also provide you with a blended interest rate earned reflecting the total yield on all of your deposits managed under the program.

American Deposit Management, LLC is acting as your agent. Certificates of Deposit may be subject to early withdrawal penalties. Additional information is available upon request. This is not intended as investment advice. If a depositor is subject to restrictions with respect to the placement of funds in depository institutions, it is the responsibility of the depositor to determine whether the placement of the depositor's funds through the program satisfies those restrictions. Financial Institutions listed are insured under the Federal Deposit Insurance Corporation (FDIC) or National Credit Union Administration (NCUA).

[WWW.AMERICANDEPOSITS.COM](http://WWW.AMERICANDEPOSITS.COM)

## FRIENDS OF THE LIBRARY FINANCIAL REPORT

Jan-24

Beginning Balance		\$	2,747.50
Deposit	\$ 133.50	\$	2,881.00
Interest	\$ 0.13	\$	2,881.13
Ending Balance		\$	2,881.13

Feb-24

Beginning Balance		\$	2,881.13
Deposit	\$ 114.80	\$	2,995.93
Interest	\$ 0.12	\$	2,996.05
Ending Balance		\$	2,996.05

Mar-24

Beginning Balance		\$	2,996.05
Deposit	\$ 98.75	\$	3,094.80
Check #4014	80.9	\$	3,013.90
Check #4015	50	\$	2,963.90
Interest	\$ 0.12	\$	2,964.02
Ending Balance		\$	2,964.02

	Current Month	Received to Date	Est. FY Rev.	% of Total
Fees	\$26.97	\$41.62	\$500.00	8%
Materials Replacement	\$205.21	\$205.21	\$1,655.00	12%
County Reimbursements	\$142,700.50	\$142,700.50	\$219,768.00	65%
Gifts & Grants	\$126.52	\$4,330.20	\$18,650.00	23%
Copywork	\$126.52	\$741.94	\$3,500.00	21%
SLP Sales	\$0.00	\$0.00	\$0.00	
TRIP	\$0.00	\$0.00	\$300.00	
<b>TOTAL</b>	\$0.00	\$ -	0	
	\$0.00	\$ -		
	<b>\$143,185.72</b>	<b>\$553.91</b>	<b>\$244,373.00</b>	0%

NOTES



# Irvin L. Young Memorial Library

## **VOLUNTEER POLICY**

The Irvin L. Young Memorial Library staff is willing to work with volunteers under the direction of the Library Director. If an applicant misrepresents him or herself and is accepted into the program, any and all hours worked as a part of the library volunteer program will be considered null and void.

### **Who may apply to the volunteer program?**

- Middle school and high school students who need to complete community service hours for a truancy violation.
- Middle school and high school students who have violated the school conduct policy regarding behavior.
- High school students working to fulfill requirements for membership in the National Honor Society.
- High school students working to fulfill requirements for their Achievement Portfolio and Individual Learning Plan.
- University students working to fulfill requirements for graduation from the College of Business and Economics or from any other academic unit or social or service organization.
- University students who have been assigned community service hours either by the University of Wisconsin-Whitewater Office of Student Affairs or the Whitewater Municipal Court.
- Anyone in the community sentenced to do community service by a judge of Jefferson or Walworth County. Failure to supply adequate paperwork from the sentencing judge will prohibit the volunteer from completing community service in the library.
- Anyone else who simply chooses to volunteer.

### **Requirements for volunteers**

- Volunteers are asked not to wear strong scents to the library.
- Volunteers must wear shoes that cover their toes.
- Clothing needs to be clean and neat.
- Clothing advertising alcohol or tobacco is not to be worn.
- Once a schedule is established between the volunteer and the direction of library staff, the volunteer is expected to arrive on time as he or she would for any employment. If a work session needs to be cancelled, the volunteer must notify the library prior to the absence.
- Volunteers must wear a name tag at all times while working in the library.





## Irvin L. Young Memorial Library

The Library will not accept anyone for community service if any of the following apply:

- Anyone with a record of illegal drug use.
- Anyone who has been convicted of a sexual offense.
- Anyone with a record of theft.
- Anyone with a record of threatening another person with a weapon.
- Anyone with a record of domestic abuse.

**Causes for termination from the program may include, but are not limited to:**

- Theft. If at any time during the volunteer's assignment in the library he or she is found to be stealing items from the library, the volunteer will be immediately turned over to the Whitewater Police Department for prosecution. All hours worked prior to the discovery of the theft will be considered null and void.
- Failure to conduct themselves in a manner in accordance with the Inappropriate Behavior Policy.
- Failure to successfully complete the tasks as assigned.
- Failure to abide by the rules of the Whitewater Unified School District and/or the University of Wisconsin-Whitewater or any local, state, or federal laws.

**By my signature I declare that I have read and understood my volunteer responsibilities and will strive to complete my assigned tasks and hours in a responsible manner.**

---

Print Name

---

Signature

---

Date



## Irvin L. Young Memorial Library

### **Dress Code and Personal Appearance**

Employees working in the library should maintain a well-groomed appearance. Ripped, shabby, or untidy apparel is not permitted. Employees should not wear the following: shorts, flip-flops, items promoting alcohol or tobacco products, t-shirts with designs that do not have a library/reading/literary theme. All employees must wear protective attire (e.g., safety eyeglasses, supportive footwear, etc.) if required by working conditions. On occasion, the Director may allow employees to dress more casually than is usually required.

**DIRECTOR'S REPORT****April 2024****I. ADMINISTRATION**

- a. Work orders submitted in March.
  - i. OPAC 4 was no longer displaying shortcuts on the desktop.
  - ii. The IP address used for Family Search was not connecting properly.
  - iii. Two staff members needed their computer monitors replaced.
  - iv. A new keyboard was needed for one of the staff computers.
  - v. A screw on the Little Free Pantry door needed to be tightened.
  - vi. Furniture items needed to be removed from the Assistant Director's office.
  - vii. The bottle filler on the water fountain needed to be fixed.

**II. BUDGET**

- a. I met with Rachel Blitch, the Head of Finance, to review the 2024 budget.

**III. PERSONNEL**

- a. We interviewed five candidates for the Customer Service Specialist position and have hired Hope Curtis who previously worked at the public library in Eagle.

**IV. LIBRARY COLLECTION**

- a. RFID tagging is almost complete.

**V. PUBLIC AND COMMUNITY RELATIONS**

- a. None.

**VI. LIBRARY BOARD RELATIONS**

- a. Jennifer Motszko and I attended several virtual meetings with Studio GC.

**VII. LIAISING WITH CITY, STATE, COUNTY, AND SYSTEM GROUPS**

- a. I attended the Jefferson County Library Services Board Meeting on March 6<sup>th</sup>.
- b. I attended the Bridges Circulation Services Meeting on March 20<sup>th</sup>.
- c. I attended the White Memorial Library Association meeting on March 25<sup>th</sup>. I was elected as a board member for this Association.
- d. I attended the Plan & Architectural Review Meeting on April 8th.
- e. I will have attended the Alliance of Public Libraries (APL) meeting on Friday, April 12. I will report on it during the board meeting.

**VIII. PROFESSIONAL DEVELOPMENT**

- a. A-Z Databases webinar through Bridges Library System.

**IX. STRATEGIC PLAN**

- a. None.

**X. CAPITAL CAMPAIGN**

- a. None.

# Youth Services Report

April 2024

## Collection Management

Books ordered	16
Books cataloged	41
Books weeded	10
Nonfiction books changed to Dewey Lite	80

## Programs/Services

Program Name	Participation
I Spy Green Scavenger Hunt	77
1000 Books before Kindergarten	1
Biblio Boxes	0
Teacher Packs	1
Reference Questions/Technology Assistance Provided	7
Winter Sowing (assisted Sarah)	
Homeschool Hangout: UWW Sustainability Office	4
Spring Break: LEGOs	54
Spring Break: STEM (assisted Sarah)	
Solar Eclipse Viewing Party (assisted Diane and Suzanne)	

## Marketing

Category	Quantity
Displays Created	6
Social media scheduled from LibraryAware	10
Other social media posts created	1

### Meetings and Trainings

March 20th	Staff Meeting with Diane and Sarah
March 25th	WLA Intellectual Freedom Presentation: Difficult Conversations
March 25th	Hearing Loop Training
March 28th	Meeting with Sarah and Diane

## Programming & Makerspace Librarian Report

Sarah French

April 2024

### Programs:

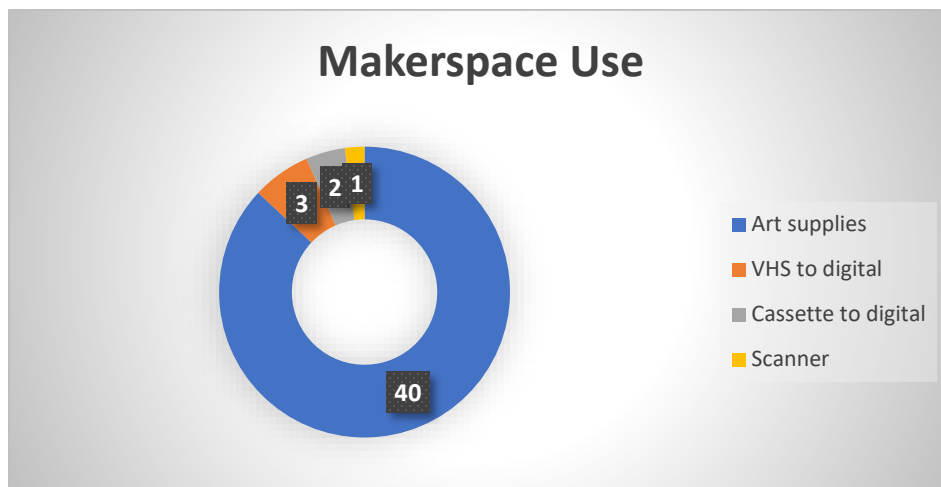
- 3/12: The Magic of Oz\* (5)
- 3/14: Baby Play Date (10)
- 3/19: Winter Sowing\* (25)
- 3/20: Reflect & Realign Guided Journaling (16)
- 3/21: This is Knot Fun take/make (30)
- 3/21: Little Makers (22) – Walworth Co. Head Start attended
- 3/21: Caregiver GPS (0)
- 3/25: Spring Break Game Day (42)
- 3/25: Mindful Mondays Book Club (6)
- 3/26: Spring Break Art Day (53)
- 3/27: Storytime (8)
- 3/27: Spring Break LEGO Day\* (54)
- 3/28: Baby Play Date (14)
- 3/28: Spring Break STEM Day\* (22)
- 4/1: Eclipse Viewing Glasses grab & go (250)
- 4/3: Storytime (3)
- 4/4: Little Makers (13)
- 4/4: Money Smart Kids Storytime w/PremierBank (0)
- 4/8: Solar Eclipse Viewing Party\* (42 + we gave out an additional 58 glasses)
- 4/9: Hora del cuento en español/Spanish storytime (12)
- 4/9: Mark Maas author visit\* (19)
- 4/10: Storytime (16)

\*Deana assisted

### Upcoming Programs:

- 4/16: Spring take/make craft for kids
- 4/17-5/15 on Wednesdays: Storytime
- 4/18 and 5/16: Caregiver GPS
- 4/22 and 5/13: Mindful Mondays Book Club
- 4/23: This is Knot Fun take/make
- 4/24: Reflect & Realign Guided Journaling
- 4/25 and 5/9: Baby Play Date
- 4/25 and 5/16: Maker Club
- 4/29: Music & Art Wonder Club
- 5/2: Money Smart Kids Storytime with PremierBank
- 5/4: Whitewater Storytelling Festival take/make
- 5/6: Goats take/make craft for kids

- 5/7: Tree Troubles/Spongy Moth presentation
- 5/11: Sing, Dance, Thrive
- 5/14: When Life Gives You Cucumbers, Make Pickles take/make
- 5/18: Attending H.S. STEAM Faire



Makerspace Training Appointments: 1.5 hours

Total Makerspace Use: 46

Equipment & Technology:

- The cassette to digital issue is fixed.
- I withdrew all of the quilt patterns that we had available for circulation. Nobody uses them and they take up a lot of space. They will be available for patrons for free for a time period, and then will be donated.

Donations:

- Protect Wisconsin Waterways donated 10 books.
- PremierBank donated 2 children's books.
- Mark Maas donated a signed copy of his book, "One Team /One Family" for the collection.

Other Updates:

- April newsletter was sent out to 112 subscribers.
- Small display case for April – National Poetry Month.

Meetings:

3/13: Kelsey from Associated Bank (re: Financial Literacy programming)

3/13: Staff meeting

3/15: Building Committee meeting

3/20: Staff meeting

3/25: WLA Intellectual Freedom Special Interest Group meeting

3/28: Staff meeting

4/10: Staff meeting

Professional Development:

- Infosec: Spearfishing
- *The 12 Steps to a Community-Led Library* by Barbakoff and Lenstra (ALA Editions, 2024)