

AGENDA
Monona Public Library Board
Library Conference Room
July 19, 2011
7 p.m.

- I. Call to Order**
- II. Public Appearances**
 - a. Doug Pahl of Aro Eberle Architects.
- III. Consent Agenda**
 - a. Minutes of June 21, 2011, meeting
 - b. Financial Report for June 2011
 - c. Monthly bills for June 16 – July 14, 2011
 - d. Revised Financial Report for May 2011
- IV. Information Items**
 - a. Koha Update
 - b. Library Activity Report
 - c. 2012 Budget discussion
 - d. Building and Grounds
- V. Closed Session**
 - a. Under Wisconsin Statutes Section 19.85(1) Considering Employment, Promotion, Compensation or Performance Evaluation of Any Public Employee over Which the Government Body has Jurisdiction or Exercises Responsibility (Compensation)
- VI. Reconvene in Open Session under Wisconsin Statutes 19.85**
- VII. Action Items to Approve**
 - a. Promotion of Library Secretary to Library Assistant III
- VIII. Announcements**
 - a. Around the World Summer Reading Finale Event, July 27, 1 PM
 - b. Live music, July 30 @ 2PM
- IX. Adjournment**

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number), FAX: (608) 222-9225, or through the City Police Department TDD telephone number 441-0399.

The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business. It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice.

Minutes
Monona Public Library Board
Library Conference Room
Tuesday, June 21, 2011

Library Board Present: Andrew Taylor (Presiding; excused at 8:15), Ben Redding (Presiding after 8:15), Val Edwards, Scott Munson, Mary O'Connor, and Todd Stebbins

Also Present: Library Director Erick Plumb and Sally Buffat

Absent with prior notification: Melissa Zietz

I. Call to Order

Board President Taylor called the meeting to order at 7:02 p.m.

II. Public Appearances

Matthew Aro, of Aro Eberle Architects, Inc., 116 King Street, Suite 202, Madison, appeared before the Board to discuss his proposal for a Library Building Study, dated May 17, 2011.

Aro toured the Library with Director Plumb in May, getting impressions of the building. He discussed the impediments the building presents to patrons and staff, such as a confusing entryway and lower lobby, and the narrowness of the stairways and landing. Proposed solutions will range from minor exterior image improvements to reevaluating the entry sequence, given the fact that our facility has a shared-use lower level. The overall emphasis of Aro Eberle Architects' study will be to identify solutions to reenergize the Library space with an eye for how contemporary libraries are being used—with fewer books and more spaces for people to gather to share information. Aro's end goal is to identify problem areas and to provide specific solutions with estimated costs.

III. Consent Agenda

- a. Minutes of May 17, 2011, meeting
- b. Financial Report for May 2011
- c. Monthly Bills for May 13-June 16, 2011

Trustee O'Connor motioned, seconded by Trustee Stebbins, to remove the Financial Report and Monthly Bills from the consent agenda. Motion passed unanimously.

O'Connor motioned, seconded by Trustee Munson, to approve the Minutes of the May 17, 2011, meeting. Motion passed unanimously.

Trustee Edwards motioned, seconded by Trustee Redding, to approve the Financial Report for May 2011.

Discussion: O'Connor noticed that line items for room rental and vending are missing from the revenue financial report, page 6 of the packet.

Munson motioned, accepted by Stebbins, to table the motion till missing revenue lines are accounted for. Motion to table passed unanimously.

O'Connor motioned, seconded by Edwards, to approve the Monthly Bills for May 13-June 16, 2011. Motion passed unanimously.

IV. Information Items

- a. Library Administration Report
- b. KOHA Implementation and SCLS
- c. Building Projects Update
- d. Staffing Issues

Director Plumb reported that we posted our highest May circulation ever, despite the bumpiness associated with the new circulation software. Plumb has been delighted by the response to the "One World, Many Stories" summer reading program registration. Within the first week over 500 children, teens and adults registered.

Plumb commended the staff for an extraordinary job assisting patrons to place holds and to find the materials that they want.

Chris Lazaneo resigned as Library Assistant I, effective June 17. Chris did a fine job as assistant to Library Director Demita Gerber and will be missed.

Plumb posted a limited term employee Library Assistant position for the summer months (\$12.32/hour, 11-15 hours/week) and received 24 applications. He hopes to have someone hired and at the circulation desk by July 1 to assist during our busy summer hours.

Plumb would like to reevaluate long-term staffing needs in September. By then, he will have a feel for our 2012 budget and the self-checkout machines will be in full use.

Both self check units are ready to go and will be installed soon. Plumb held off introducing them in April & May due to Koha complications and June has been such a busy month so far with summer reading program activity that the timing has not been right until now. One very nice feature of Koha is the ability to remotely check out. For instance, Karen Wendt has used the feature in the Children's Library so school children can check out a book during classroom visits and she also brings a laptop to the forum room so patrons can check out materials at summer reading program performances.

Plumb awaits the City's budget instructions and will have the first draft of the 2012 budget ready for the Board at the August meeting. One aspect of the new State budget that is beneficial to the Library is that the number of hours a part time employee can work before the City of Monona must pay retirement benefits has been raised from 600 hours to 1200 hours annually.

The much-anticipated boiler replacement project got underway recently. Unfortunately, Kilgust discovered that some duct work needs to be redone in the Children's Room. We have been told that most of that work can be scheduled when the Library is closed.

Plumb and Rob Klecker met with SCLS technology representatives Jon Mark Bolthouse and Dan Jacobson. It was disheartening to learn that most of the 38 PCs we have are out of date. It has been Monona Library's practice to purchase PCs cheaply, rather than paying higher prices to get SCLS supported computers. Over the next few years, we will need to replace most of our PCs. Other technology news worth note is that WISNET is not going away as originally threatened in the State budget. Had WISNET been eliminated from the State budget, our technology costs would have gone up 7-fold.

Koha issues remain, albeit with fewer issues now than a month ago. SCLS has turned a tin ear to unsatisfied member libraries and patrons who are not having their needs met—specifically poor search results, sluggish speed, glitch-prone holds, and issues with patron fines.

Board president Andrew Taylor and Plumb attended the South Central Board of Trustees meeting on June 13. Taylor spoke of issues facing Monona's patrons since the implementation of Koha, specifically that Monona is less able to carry out its mission. Other library Directors also spoke of their frustrations with the new system. Our impression of the South Central Board's response was that they were less than receptive. Taylor was told to hang in there, that change is hard, and Librarians just need to get used to the system.

Plumb took away from the summit that there were no performance standards written into the vendor contract and that the vendor has done their job satisfactorily according to SCLS's original specifications. SCLS's emphasis was on delivery and holds management, both of which are functioning acceptably. The vendor listened to the Directors' feedback and is capable of fixing problems at an additional cost.

Koha acquisitions module remains unfinished and inoperable, making it necessary for us to create new ordering and purchasing processes on the fly. Monona is just starting to order books for the first time in three (3) months.

V. Action Items to Approve

- a. Approve Proposal from Aro Eberle Architects of Madison to Produce a Library Building Improvement Study**

Edwards motioned, seconded by Munson, to approve the Proposal from Aro Eberle Architects of Madison to Produce a Library Building Improvement Study. Discussion: General discussion about the need for a long term master plan for

the Library and how that fits in with the scope of this proposal. Compensation was also discussed, a fixed price not to exceed a certain amount of dollars.

Munson motioned, accepted by Edwards, approve an amended Proposal from Aro Eberle Architects of Madison to Produce a Library Building Improvement Study Not to Exceed \$9,000 with an Updated Project Schedule. Amended motion passed unanimously.

VI. Announcements

- a. Musical Journeys Local Musicians Concert, June 25, 2 p.m.
- b. Green Monona Tour Hosted at Library, June 26, 10 a.m.-2 p.m.
- c. Wizard Rock Concert, June 28, 5:30 p.m.

Plumb has jury duty the week of June 27.

Plumb will be on vacation the week of July 4.

Plumb invited Board members and their families to watch the Monona fireworks from the comfort of the air conditioned library

VII. Adjournment

O'Connor moved, seconded by Stebbins, to adjourn the meeting. Vice President Redding adjourned the meeting at 8:42 p.m.

Recorder: Sally Buffat

Approved: _____

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2011

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>PUBLIC CHARGES FOR SERVICE</u>						
202-46-41110-000	GENERAL PROPERTY TAXES	.00	438,957.00	438,957.00	.00	100.00
202-46-43720-000	COUNTY AID FOR LIBRARIES	207,115.00	207,115.00	196,831.00	10,284.00	105.22
202-46-43730-000	COUNTY AID LIBRARY FACILITIES	30,948.00	30,948.00	29,328.00	1,620.00	105.52
202-46-46110-000	COPIER RECEIPTS	198.37	989.25	3,000.00	(2,010.75)	32.98
202-46-46710-000	FINES	1,333.15	9,078.56	24,000.00	(14,921.44)	37.83
202-46-46710-341	CHILDRENS	.00	1,145.00	.00	1,145.00	.00
202-46-46710-342	TEEN/ADULT PROGRAM REVENUE	.00	148.59	.00	148.59	.00
202-46-46730-000	ROOM RENTALS	18.90	1,144.24	2,300.00	(1,155.76)	49.75
202-46-48900-000	OTHER REVENUES	.00	.00	1,100.00	(1,100.00)	.00
202-46-48900-100	VENDING MACHINE	234.97	1,356.38	3,800.00	(2,443.62)	35.69
202-46-49300-000	FUND BALANCES APPLIED	.00	.00	30,700.00	(30,700.00)	.00
	TOTAL PUBLIC CHARGES FOR SERVICE	239,848.39	690,882.02	730,016.00	(39,133.98)	94.64
	TOTAL FUND REVENUE	239,848.39	690,882.02	730,016.00	(39,133.98)	94.64

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2011

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>LIBRARY EXPENDITURES</u>					
202-55-55110-110	5,675.47	55,728.50	88,812.00	33,083.50	62.75
202-55-55110-111	3,976.61	44,649.46	178,126.00	133,476.54	25.07
202-55-55110-112	9.63	195.76	600.00	404.24	32.63
202-55-55110-117	.00	.00	500.00	500.00	.00
202-55-55110-119	3,891.93	42,266.26	99,894.00	57,627.74	42.31
202-55-55110-130	1,010.05	9,798.78	28,147.00	18,348.22	34.81
202-55-55110-131	1,049.46	10,147.90	31,092.00	20,944.10	32.64
202-55-55110-132	13.65	82.23	375.00	292.77	21.93
202-55-55110-133	3,363.52	20,226.58	66,118.00	45,891.42	30.59
202-55-55110-134	47.88	492.30	2,000.00	1,507.70	24.62
202-55-55110-220	2,533.93	14,531.08	40,950.00	26,418.92	35.48
202-55-55110-221	187.28	562.46	1,200.00	637.54	46.87
202-55-55110-222	556.71	1,134.29	3,600.00	2,465.71	31.51
202-55-55110-240	2,384.04	16,269.48	38,000.00	21,730.52	42.81
202-55-55110-241	.00	37,618.00	41,500.00	3,882.00	90.65
202-55-55110-310	201.55	1,939.20	7,500.00	5,560.80	25.86
202-55-55110-312	.00	5.15	477.00	471.85	1.08
202-55-55110-321	.00	.00	100.00	100.00	.00
202-55-55110-340	34.43	744.30	2,000.00	1,255.70	37.21
202-55-55110-341	710.00	2,206.79	2,250.00	43.21	98.08
202-55-55110-342	380.00	947.22	.00	947.22	.00
202-55-55110-344	(.86)	(9.13)	.00	9.13	.00
202-55-55110-350	1,460.67	4,214.32	8,250.00	4,035.68	51.08
202-55-55110-351	.00	3,719.70	8,250.00	4,530.30	45.09
202-55-55110-390	.00	55.93	300.00	244.07	18.64
202-55-55110-700	.00	.00	975.00	975.00	.00
202-55-55110-702	54.82	(73.24)	.00	73.24	.00
202-55-55110-809	689.93	1,422.24	5,500.00	4,077.76	25.86
202-55-55110-810	1,179.22	5,950.77	18,500.00	12,549.23	32.17
202-55-55110-811	895.27	7,928.06	17,500.00	9,571.94	45.30
202-55-55110-812	79.73	4,404.84	10,500.00	6,095.16	41.95
202-55-55110-813	29.16	948.48	2,500.00	1,551.52	37.94
202-55-55110-814	368.05	1,507.07	2,500.00	992.93	60.28
202-55-55110-815	.00	.00	200.00	200.00	.00
202-55-55110-817	1,236.00	2,317.50	4,000.00	1,682.50	57.94
202-55-55110-819	105.50	659.00	2,300.00	1,641.00	28.65
TOTAL LIBRARY EXPENDITURES	32,123.63	292,591.28	714,516.00	421,924.72	40.95
<u>TRANSFERS</u>					
202-55-59210-212	.00	.00	4,500.00	4,500.00	.00
202-55-59210-510	.00	.00	11,000.00	11,000.00	.00
TOTAL TRANSFERS	.00	.00	15,500.00	15,500.00	.00
TOTAL FUND EXPENDITURES	32,123.63	292,591.28	730,016.00	437,424.72	40.08

CITY OF MONONA
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2011

LIBRARY FUND

	PERIOD PERIOD	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
NET REVENUES OVER EXPENDITURES	207,724.76	398,290.74	.00	398,290.74	.00

Summary of Invoices Posted June 16 - July 14, 2011

Accounts Payable by Vendor	Account Code	Description	Amount
Library Building Fund	405-111-000		
Verona Public Library		2 @ self-check units	\$ 1,000.00
TOTAL LIBRARY BUILDING FUND			\$ 1,000.00
Gas & Electric Utility	202-55-55110-220		
MG&E		heat & electric	\$ 2,517.32
TOTAL GAS & ELECTIC UTILITY			\$ 2,517.32
Telephone	202-55-55110-221		
TDS		monthly service	\$ 61.15
Charter		internet service	\$ 31.64
TOTAL TELEPHONE			\$ 92.79
Water & Sewer	202-55-55110-222		
Monona Water Utility		water	\$ 32.30
TOTAL WATER & SEWER			\$ 32.30
Service Contracts	202-55-55110-240		
Clean Power		service for June	\$ 1,866.71
Illingworth-Kilgust Mechanical		6/1/11-6/30/11	\$ 517.33
TOTAL SERVICE CONTRACTS			\$ 2,384.04
Office Supplies	202-55-55110-310		
IS Computer Service, Inc.		toner, director's office	\$ 89.00
VISA: Staples		name badge	\$ 4.99
TOTAL OFFICE SUPPLIES			\$ 93.99
YA & Outreach Services	202-55-55110-342		
Performer: Matthew Maggiacomo	SRP	whomping willows	\$ 175.00
Performer: Bunky's Café	SRP	sweet/savory farwell	\$ 60.00
Reimbursement: Streckert, Toni	SRP	program supplies	\$ 63.97
Reimbursement: Streckert, Toni	TAB	give-aways	\$ 48.89
Petty Cash: Streckert, Toni	TAB	snacks	\$ 12.94
Petty Cash: Streckert, Toni	adult program	meeting food	\$ 24.43
TOTAL YA & OUTREACH SERVICES			\$ 385.23
Equipment Maintenance & Repair	202-55-55110-350		
Braun Corporation		arcng in fusebox	\$ 221.42
VISA: Werner Electric Supply		ballasts & bulbs	\$ 458.04
TOTAL EQUIPMENT MAINTENANCE & REPAIR			\$ 679.46
Vending	202-55-55110-819		
Pepsi-Cola Company		soda	\$ 144.00
TOTAL VENDING			\$ 144.00
Services/Contract/Supplies Subtotal			\$ 7,329.13

LIBRARY ACQUISITIONS

CDs & DVDs	202-55-55110-810		
Audio Editions		CDs	\$ 414.28
Baker & Taylor		DVDs	\$ 333.86
TOTAL CDs & DVDs			\$ 748.14

Adult Books	202-55-55110-811		
Baker & Taylor		adult books	\$ 230.50
TOTAL ADULT BOOKS			\$ 230.50

Children's Books	202-55-55110-812		
Baker & Taylor		children's books	\$ 1,428.62
TOTAL CHILDREN'S BOOKS			\$ 1,428.62

Large Print Books	202-55-55110-814		
Gale		large print	\$ 99.73
TOTAL LARGE PRINT BOOKS			\$ 99.73

Library Acquisitions Subtotal			\$ 2,506.99
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TOTAL EXPENDITURES May 13 - June 16, 2011			\$ 9,836.12
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CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2011

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>PUBLIC CHARGES FOR SERVICE</u>						
202-46-41110-000	GENERAL PROPERTY TAXES	.00	438,957.00	438,957.00	.00	100.00
202-46-43720-000	COUNTY AID FOR LIBRARIES	.00	.00	196,831.00 (196,831.00)	.00
202-46-43730-000	COUNTY AID LIBRARY FACILITIES	.00	.00	29,328.00 (29,328.00)	.00
202-46-46110-000	COPIER RECEIPTS	80.56	790.88	3,000.00 (2,209.12)	26.36
202-46-46710-000	FINES	1,371.22	7,745.41	24,000.00 (16,254.59)	32.27
202-46-46710-341	CHILDRENS	20.00	1,145.00	.00	1,145.00	.00
202-46-46710-342	TEEN/ADULT PROGRAM REVENUE	20.00	148.59	.00	148.59	.00
202-46-46730-000	ROOM RENTALS	683.52	1,125.34	2,300.00 (1,174.66)	48.93
202-46-48900-000	OTHER REVENUES	.00	.00	1,100.00 (1,100.00)	.00
202-46-48900-100	VENDING MACHINE	169.15	1,121.41	3,800.00 (2,678.59)	29.51
202-46-49300-000	FUND BALANCES APPLIED	.00	.00	30,700.00 (30,700.00)	.00
	TOTAL PUBLIC CHARGES FOR SERVICE	2,344.45	451,033.63	730,016.00 (278,982.37)	61.78
	TOTAL FUND REVENUE	2,344.45	451,033.63	730,016.00 (278,982.37)	61.78

Library Activity Report June 2011

Circulation	2010 JUNE	2011 JUNE	2010 YTD	2011 YTD	JUN '11/'10 diff by #	JUN '11/'10 diff by %	Yr Diff	Comparison Year %
Total	26468	25853	146582	142884	-615	-2.3%	-3698	-2.5%
Self-Checkout CKOs	4899	5481	29085	27426	582	11.9%	-1659	-5.7%
Patron Internet Sessions	2336	1682	11459	9386	-654	-28.0%	-2073	-18.1%
Library Visits	15288	14534	73512	70516	-754	-4.9%	-2996	-4.1%
Adult Programs # attended	16	359	373	747	343	2143.8%	374	100.3%
YA Programs # attended	327	632	739	821	305	93.3%	82	11.1%
Children's Programs # Attended	633	1682	3465	3240	1049	165.7%	-225	-6.5%
	20	52	150	138	32	160.0%	-12	-8.0%

MONONA PUBLIC LIBRARY

DIRECTOR'S REPORT FOR BOARD MEETING

July 19, 2011

Erick Plumb

LIBRARY ACTIVITY IN JUNE 2011 & EARLY JULY 2011

The Library is in the midst of its busiest Summer Reading Program ever. As of July 13, we have 937 participants of all ages; last year, we set a record with 853 participants. Library staff (especially Karen Wendt) and volunteers are to be commended for running a very smooth program thus far. I have been delighted to receive numerous patron accolades for this year's programming.

In June, the Library participated in the Susan G. Komen's Race for the Cure event, and the Komen Foundation's annual pasta dinner. This event, although quite time-consuming, gives us a great forum to advance the Library's position as a "community connection point" for patrons. Toni Streckert has done an outstanding job coordinating our Komen activities.

We have two new self checkout units at the Main Desk as of July 11. An additional self-service station is located in the children's room once again. Patron feedback has been largely positive thus far. A freshly configured circulation area should make usage easier in the future.

Our circulation and gate counts remain steady, although still just shy of 2010's record-setting pace.

KOHA ISSUES

The next Koha upgrade was scheduled for early July. It has been bumped to July 25. SCLS assures us that they continue to make critical fixes to many of the problems regarding holds and fines. Alas, upgrades to search function in the online catalog await "future development." SCLS has implemented five subcommittees to address future development. Of course, none have actually met. Any upgrades will be months away.

BUDGET

We await the Mayor's budget instructions for 2012. Our assumption is that we will receive instructions for a 0% budget.

At the Dane County Library Directors meeting on July 14, Julie Chase of Dane County presented preliminary estimates for Dane County library reimbursement for 2012. These early estimates project a total, 100% reimbursement of \$233,728 or a 2% decrease from 2011's actual total of \$238,063. It should be noted that these are still preliminary numbers and may change as more data from the newly-opened Fitchburg Library

becomes available (our reimbursement amount would only go lower). Also, of course, these numbers are dependent upon the County Executive and County Board as they hash out their own budget.

STAFF NEWS

The Library hired two new staff members for limited term employment. We hired Kelly Seidle as a Library Assistant and Jake DeBacher as a Page II, both for 11 hours per week. This should give us enough manpower to navigate the summer season.

We anticipate revisiting long-term staffing needs following the conclusion of the summer season. By then, we should know how we stand budget-wise for 2012, and also will have fully embraced self-checkout. Koha should (hopefully) be less-troublesome as well.

FACILITIES AND EQUIPMENT

We have had a blessedly uneventful summer on the facilities front. While we have a new boiler, the necessary duct work in the children’s room has not yet been completed.

BUILDING PROJECTS

Matt Aro and Doug Pahl of Aro Eberle Architects met with me on June 27, and with other staff on July 14. Doug Pahl will be updating the Board at this month’s meeting with preliminary plans. The full report will be made available for the Board at August 16’s meeting.

LIBRARY SERVICES AND PROGRAMS

Teen & Adult Outreach Services

<u>Programs</u>	<u>Attendance</u>	<u>Programs</u>	<u>Notes</u>
<u>(T=teen; A=adult, E=everyone)</u>			
Grade level presentations on SRP @			
Glacial Drumlin (6 presentations)	520 (total)	6	T
Race for the Cure pasta dinner, book display & award/speech (painting—see notes)	300	1	T
Race for the Cure grantee booth (see notes)	*		
Chef Joel Cultural Cooking	15	1	T
Not Just for Teens Adult Bk Club	15	1	A
Sr Center Book Talk (Megan)	5	1	A
Musical Journeys with Andy	15	1	E
Wizard Rock Concert	97	1	E
Farmer’s Market Meals Demo	14	1	A
Green Monona Tour	1	1	E

(*additional minimum 5,000 (of 12,000 participants) through Race

Day exposure)

May notes re programs and other activities

- I. Barb Schmidt, Glacial Drumlin librarian and Val Edwards (you know here); provided large glass display cases to advertise our summer reading program to students); Barb also coordinated staff schedules (in May and June) with 24 teachers to allow for 8 presentations with large groups (75-100) of students
- II. The Pink Ribbon Pasta Dinner was attended by over 300. The library had a display table of materials and bookmarks highlighting the collection. We were also presented with a special award of this year's Race painting by survivor artist Lina Keerd in recognition of outstanding work in "pushing the needle forward" for resource sharing and breast cancer awareness. Toni Streckert accepted the award on behalf of the Monona library and spoke to the gathering about the importance of libraries as the first point of access for the public, especially for those in need/crises and its increasing importance as an informational safety net.
- III. We set up a grantee booth at the Komen Race for the Cure and distributed over 400 pieces of information—booklists highlighting our special Susan G. Komen collection. Over 12,000 participants were at the race and since we were across from the food tent, we received a lot of exposure.
- IV. The Wizard Rock concert with the Whomping Willows was our single highest attended teen program with 97 in attendance (not counting volunteers). We were able to set up a portable check out station and also did a brisk "business" in checking out fantasy books.
- V. Erinn Batykeifer, the SLIS intern (focusing on the Komen collection) continued to research and classify our collection according to the type of book and the potential audience, at a more refined level than the subject classifications available through LINK. Her categories will be incorporated into a handout that will be available in the area where the special collection is shelved and distributed to all the grantee partners.
- VI. Two meetings were attended during this time period (both with Erinn) One was with the executive and program directors Breast Cancer Recovery about what they would like their special satellite collection to reflect in relation to their patient population (many with stage 4, need for movement, mediation and exercise, concerns about intimacy, etc). As part of her practicum with us Erinn is developing this collection which will be supervised and evaluated by Toni Streckert. The other meeting was at Gilda's Club and was for all Komen grantees re new upcoming national grant guidelines and evaluation standards.

Youth Services Monthly Report for June 2011

<u>Programs/Storytimes</u>	<u>Attendance</u>	<u>Programs</u>	<u>Notes</u>
Class Visits	423	17	Maywood, Winnequah, IHM
Class Visits	408	8	Cottage Grove,
Class Visits	452	7	Taylor Prairie
Tom Kastle	82	1	Wed, 6/15 1p.m.

My Friends & Family	90 [11, 38, 24, 17]	4 Baby, PreK, Toddler, School-age
All About Me!	114 [12, 46, 34, 22]	4 Baby, PreK, Toddler, School-age
The World Around Us	90 [10, 40, 27, 13]	4 Baby, PreK, Toddler, School-age
OnMyWay to Kindergarten	21	1 Group visit
Kindercare Outreach	23	1 SRP and Storytime
Laugh Sing Dance	73	1 Karen Wendt
Read To a Dog	11	1 June 7
Teen Volunteer Training	18	2 June 8, 9
Book Discussion Group	15	1 June 10 talk to them about SRP
TOTAL	1820	52 [35 avg

Notes from Karen:

- 7: Meet with Christina, SLIS student
- 10: Dept Head meeting
- 14: Teen Volunteer work day to prep prizes for SRP
- 16: Meet with Ann Doran re: selling Friends books at desk
- 28: Dept Head meeting; Budget
- 28: Meet with Christina, SLIS

We have taken a computer with us to the Wednesday Family Fun Day programs and to the Thursday "Open a Book, Open the World" school age programs for patrons to check out display books. It has been very popular with patrons.

Summer Reading Program is a huge success with over 940 people registered and over 300 claiming prizes so far. The children's room has been extremely busy, helping children find books to check out, reading program, programs, and patrons finding our library a wonderful place to spend time.

ACTION ITEMS

- a. Request promotion of Library Secretary from Library Assistant II to Library Assistant III (25 hours/week).
Request the promotion of Sally Buffat from Library Secretary/ Library Assistant II, currently at a wage of \$14.04 an hour, to Library Assistant III, at a wage of \$15.58 an hour at 25 hours per week, effective August 1, 2011.

SCLS Board president's response to issues raised by member libraries regarding KOHA at June 13's SCLS Board meeting:

June 20, 2011

Dear Erick,

The SCLS Board of Trustees and SCLS Director wish to thank you and all the visitors who attended the June 13, 2011 meeting to share their experiences with the new Koha software. It is our understanding that the concerns listed in your letter dated June 8 closely match the top concerns identified at the June 9 PTFS summit at the Middleton Public Library. These specific items are addressed in the attached document by Ms. Teal Lovely. As outlined in Ms. Teal Lovely's document, SCLS is revising the way it submits priorities to PTFS to receive more input from its members.

It is our position that these issues will be vetted before the ILS Committee and/or the Administrative Council. One of the strengths of the SCLS lies in the shared intelligence and experience of its many members. This strength can be best applied through using the shared support of the ILS Committee and Administrative Council which represent the talents and concerns of all SCLS members. SCLS and its members have undertaken a great challenge in deciding to move to open source software after remaining for nearly two decades on its former system. The SCLS Board is very proud of the members and staff that have risen to meet this challenge in order to provide cutting edge service to their customers, now and in the future.

Sincerely,

Gary Poulson
President
South Central Library System Board of Trustees