



LIBRARY BOARD MEETING

Waunakee Public Library Board Room
Wednesday, June 19, 2024 7:45 AM

- I. Call to order
- II. Roll call: Annie Ballweg, Jean Elvekrog, Kathy Grosskopf, Melissa Hill, Sam Kaufmann, Carolina Quintana-Kuether, Cathy Sheffield, Library Director Erick Plumb.
- III. Public Comment
- IV. Consent agenda
 - A. Approve May 17, 2024 Library Board Minutes
 - B. Approve Schedule of Bills
 - C. Approve Financial Reports
- V. Library Director's Report
- VI. Old Business
 - A. Friends of the Library Update
 - B. Update on Bruce Co. Proposal for Library Grounds
 - C. Discussion and possible action on Internet & Computer Use Policy
- VII. New Business
 - A. Discussion of 2025 library budget objectives and staffing*
- VIII. Adjourn

Next Library Board meeting: Friday, July 19, 2024 @ 7:45 AM in the Board Room, Waunakee Public Library

Notice is hereby given that the Village Board may attend this meeting. No action will be taken by the Village Board at this meeting.

***The Library Board may convene in closed session as authorized by Section 19.85(1)(c) of the Wisconsin Statutes for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Library Board may reconvene in open session.**

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or form should contact the municipal clerk at (608) 850-8500, 500 West Main Street, Waunakee, Wisconsin.

Waunakee Public Library

Library Board Meeting

Friday, May 17, 2024- 7:45AM

201 N. Madison Street, Conference Room

- I. **Call to order:** Cathy Sheffield called the meeting to order at 7:47 AM
- II. **Roll Call:**
 - A. **Roll call:** Present: Cathy Sheffield, Melissa Hill, Jean Elvekrog, Kathy Grosskopf, Annie Ballweg, Sam Kaufmann, Carolina Quintana-Kuether, Library Director Erick Plumb.
 - B. **Guests:** No
- III. **Public Comment** No public comment
- IV. **Approval of the consent agenda** Cathy made a motion to approve. Jean seconded. Passed.
- V. **Director's Report** The Youth Services staff will be visiting K-8 classes in WCSD to roll out the summer reading program. This year's theme is "Adventure Begins at Your Library." Bilingual storytimes are happening bimonthly. The Inservice day went well with Narcan and Tech training. The plan is to hold it 4 times a year. The Village is still looking for a Maintenance Manager. Lauren joined the meeting, she shared information about the 5 year anniversary WPL library redesign contest. The winner's design will be featured on a limited-edition series of Library cards. The staff is taking a look at how to reinvent how different areas of the library can be used.
- VI. **Old Business**
 - A. **Friends of the Library Update** Made \$2,200. at the Vintage Sale. Purchased prizes for the Summer Library Program. Next large fundraiser will be the Craft Fair in November.
 - B. **Update on Bruce Co. Proposal for Library Grounds** Will revisit in June when updated plans with pricing are received from Bruce Co.
 - C. **Discussion and possible action on Gift & Donation Policy** Jean made a motion to approve the policy. Annie Seconded. Passed.
- VII. **New Business**
 - A. **Discuss and possible action on Internet & Computer Use Policy** Will bring it back for discussion in June.
- VIII. **Adjourn** Cathy made a motion to adjourn at 8:24. Kathy seconded. Passed.

Library Board Meeting: Wednesday, June 19, 2024 at 7:45 AM
Respectfully submitted, Kathy M. Grosskopf, Trustee and Secretary

May 2024

Account	Vender	Amount
<u>100-551400-210 Outside services</u>		
	Total	0.00
<u>100-551400-219 Automation levy</u>		
	SCLS	0.00
	Total	0.00
<u>100-551400-290 Leased items</u>		
	Total	0.00
<u>100-551400-292 Maintenance contracts</u>		
	Gordon Flesch	387.67
		0.00
	Total	387.67
<u>100-551400-311 Postage</u>		
	SCLS	0.00
	Fearing's	0.00
		0.00
	Total	0.00
<u>100-551400-320 Publications, subscriptions and dues</u>		
	Post Office	11.76
	UPS Store	0.00
	Total	11.76
<u>100-551400-330 Travel and training</u>		
	Wall Street Journal	0.00
	State of Wi	0.00
	Amazon	0.00
	WLA	180.00
	Total	180.00
<u>100-551400-340 Programs</u>		
	SCLS	0.00
	UW- Madison	0.00
	WLA	0.00
	Emily Harkins	116.58
	Total	116.58
	Pig	36.37
	Dunkin	26.98
	Amazon	893.25
	Dollar Tree	8.75
	Oriental Trading company	39.97
	Miller and Mike	700.00
	Smarty Pants	899.00
	Abolute Science	850.00
	Devils Lake State Park	150.00
	Five Below	40.75
	JanWay	356.96
	Discovery Center	690.00
	Zoozort	825.00
	Taco Bell	73.91
	Troy Hess	100.00
	Breakout Inc	101.97
	Total	5,792.91

5

<u>100-551400-341 Equipment</u>	Minuteman Press	0.00
	Amazon	239.95
	Nassco	0.00
	Laird Plastics	0.00
	SCLS	0.00
	Total	239.95
<u>100-551400-350 Repairs and maint</u>		
	Total	0.00
<u>100-551400-380 Adult books</u>	Amazon	42.89
	Baker and Taylor	2,528.06
	Barnes and Noble	0.00
	Dane County Library Service	0.00
	Total	2,570.95
<u>100-551400-381 Juvenile books</u>	Amazon	18.99
	Baker and Taylor	1,838.55
	Penworthy	0.00
	The Dot Central	0.00
	Total	1,857.54
<u>100-551400-383 Serial subscriptions</u>	Rivistas	0.00
	Total	0.00
<u>100-551400-384 - Digital Materials & Computer Software</u>	Amazon	0.00
	Kanopy	104.50
	T- mobile - Hotspots	123.20
	Verizon -Hotspots	200.05
	Zoom	559.90
	Total	987.65
<u>100-551400-385 Kit supplies</u>	Amazon	430.70
	Minuteman Press	0.00
	Target	0.00
	Walmart	0.00
	LL Bean	0.00
	Wall Monkeys	0.00
	Total	430.70
<u>100-551400-386 Audio materials</u>	Blackstone Publishing	104.00
	Midwest Tape	129.11
	Amazon	57.97
	Findaway/Playaway	1,810.70
	Total	2,101.78
<u>100-551400-387 Videos</u>	Amazon	760.11
	Midwest Tape	234.59
	Debbie Howard	0.00
	Greta Productions	0.00
	Total	994.70
<u>100-551400-390 Other</u>	Amazon	166.38
	Office Depot	0.00
	SCLS	574.86
	Walmart	69.60
	Pig	0.00
	Demco	0.00
	Velarde Language Services	188.60

<u>100-551400-391 Personnel</u>	Uline	145.20
	Total	1,144.64

<u>100-551400-392 Public relations</u>	Total	0.00
	Minuteman Press	399.60
	Fearings	0.00
	Mail Chimp	45.00

<u>100-551401-210 Building serices</u>	Total	444.60
	The Electricians	0.00
	Midwest Alarm	0.00
	Otis Elevator Company	0.00
	Bruce Company	0.00
	JF Ahern	0.00
	Fearings	1,379.09
	Total	1,379.09

<u>100-551401-350 Repairs/Maintenance</u>	Nassco	0.00
	Kraemer Air Filter Corp	0.00
	Menards	43.58
	Ace Hardware	84.05
	Amazon	0.00
	Schilling Supply Company	807.57
	Capital Coffee	0.00
	The Electricians	0.00
	USA Clean	0.00
	Interstate All Battery Center	179.99
	Total	1,115.19

<u>220 fund</u>	Out of print	0.00
	Waunakee Chamber of Commerce	0.00
	Tee Public	0.00
	Total	0.00
	Month Total	19,755.71

VILLAGE OF WAUNAKEE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	PRIOR YEAR	
<u>LIBRARY OPERATIONS</u>							
100-551400-110	LIBRARY FULL TIME	37,064.91	185,465.34	481,614.00	296,148.66	38.51	169,007.92
100-551400-120	LIBRARY PART TIME	28,394.47	141,802.73	363,945.00	222,142.27	38.96	133,345.32
100-551400-130	LIBRARY FICA	4,756.42	23,776.71	64,686.00	40,909.29	36.76	21,751.42
100-551400-131	LIBRARY RETIREMENT	3,289.61	16,531.10	42,819.00	26,287.90	38.61	15,186.85
100-551400-132	LIBRARY HEALTH	12,786.18	75,197.61	156,479.00	81,281.39	48.06	79,084.38
100-551400-133	LIBRARY LIFE	70.85	425.10	808.00	382.90	52.61	368.32
100-551400-134	LIBRARY DENTAL	761.21	4,567.26	8,460.00	3,892.74	53.99	4,096.50
100-551400-210	LIBRARY OUTSIDE SERVICES	114.00	219.00	1,296.00	1,077.00	16.90	733.00
100-551400-219	LIBRARY AUTOMATION LEVY	.00	72,018.00	72,019.00	1.00	100.00	68,923.32
100-551400-225	LIBRARY COMMUNICATIONS	765.02	2,958.08	8,700.00	5,741.92	34.00	2,157.46
100-551400-290	LIBRARY LEASED ITEMS	682.55	2,471.47	8,940.00	6,468.53	27.65	2,861.61
100-551400-292	LIBRARY MAINTENANCE CONTRACTS	.00	2,107.40	2,477.00	369.60	85.08	2,009.39
100-551400-311	LIBRARY POSTAGE	31.85	815.43	1,500.00	684.57	54.36	424.58
100-551400-320	LIBRARY PUBS/SUBS/DUES	350.81	4,832.89	2,924.00	(1,908.89)	165.28	6,091.83
100-551400-330	LIBRARY TRAVEL/TRAINING	116.58	569.08	2,200.00	1,630.92	25.87	260.00
100-551400-340	LIBRARY PROGRAMS	6,593.35	15,976.18	35,000.00	19,023.82	45.65	8,448.74
100-551400-341	LIBRARY EQUIPMENT	648.86	2,888.58	7,500.00	4,611.42	38.51	861.78
100-551400-380	LIBRARY ADULT BOOKS	4,398.82	14,126.93	50,000.00	35,873.07	28.25	12,010.46
100-551400-381	LIBRARY JUVENILE BOOKS	2,456.46	11,004.86	28,000.00	16,995.14	39.30	7,525.56
100-551400-383	LIBRARY SERIAL SUBSCRIPTIONS	.00	183.19	8,572.00	8,388.81	2.14	158.19
100-551400-384	LIBRARY COMPUTER SOFTWARE	427.75	12,801.76	22,721.00	9,919.24	56.34	12,079.59
100-551400-385	LIBRARY KIT SUPPLIES	293.62	1,712.01	4,500.00	2,787.99	38.04	922.77
100-551400-386	LIBRARY AUDIO MATERIALS	2,009.17	3,565.45	8,500.00	4,934.55	41.95	2,514.85
100-551400-387	LIBRARY VIDEOS	909.30	3,229.88	8,000.00	4,770.12	40.37	2,928.72
100-551400-390	LIBRARY OTHER	1,297.51	3,588.64	16,000.00	12,411.36	22.43	5,358.37
100-551400-391	LIBRARY PERSONNEL	.00	.00	.00	.00	.00	144.00
100-551400-392	LIBRARY PUBLIC RELATIONS	79.00	448.63	6,000.00	5,551.37	7.48	581.08
TOTAL LIBRARY OPERATIONS		108,298.30	603,283.31	1,413,660.00	810,376.69	42.68	559,836.01

VILLAGE OF WAUNAKEE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	PRIOR YEAR
<u>LIBRARY BUILDING</u>						
100-551401-110 LIBRARY BLDG FULL TIME	5,195.93	25,265.86	66,272.00	41,006.14	38.12	25,924.69
100-551401-120 LIBRARY BLDG PART-TIME	1,942.67	10,265.29	34,334.00	24,068.71	29.90	8,250.55
100-551401-121 LIBRARY BLDG OVERTIME	143.36	1,457.46	.00	(1,457.46)	.00	.00
100-551401-130 LIBRARY BLDG FICA	541.76	2,776.69	7,696.00	4,919.31	36.08	2,547.68
100-551401-131 LIBRARY BLDG RETIREMENT	368.41	1,843.91	4,573.00	2,729.09	40.32	1,762.88
100-551401-132 LIBRARY BLDG HEALTH	1,753.99	9,864.85	20,940.00	11,075.15	47.11	9,216.39
100-551401-133 LIBRARY BLDG LIFE	5.89	32.98	71.00	38.02	46.45	33.58
100-551401-134 LIBRARY BLDG DENTAL	171.73	991.58	1,968.00	976.42	50.39	869.53
100-551401-210 LIBRARY BLDG SERVICES	1,676.25	4,827.95	29,753.00	24,925.05	16.23	2,254.54
100-551401-220 LIBRARY BLDG UTILITIES	1,841.54	7,233.16	24,000.00	16,766.84	30.14	7,625.96
100-551401-221 LIBRARY BLDG GAS HEAT	379.33	5,684.77	18,000.00	12,315.23	31.58	9,786.69
100-551401-341 LIBRARY BLDG EQUIPMENT	.00	.00	1,446.00	1,446.00	.00	.00
100-551401-350 LIBRARY BLDG REPAIRS/MAINT	943.54	4,314.94	21,000.00	16,685.06	20.55	5,871.81
100-551401-390 LIBRARY BLDG OTHER	.00	200.00	200.00	.00	100.00	185.00
TOTAL LIBRARY BUILDING	14,964.40	74,759.44	230,253.00	155,493.56	32.47	74,329.30
<u>DEPOT</u>						
100-551410-350 DEPOT REPAIRS/MAINT	.00	.00	600.00	600.00	.00	.00
TOTAL DEPOT	.00	.00	600.00	600.00	.00	.00

VILLAGE OF WAUNAKEE
BALANCE SHEET
MAY 31, 2024

LIBRARY SPECIAL REVENUE FUND

<u>ASSETS</u>			
220-11110	COMMINGLED CASH	132,050.94	
220-11801	CASH ON HAND	<u>1,261.61</u>	
	TOTAL ASSETS		<u>133,312.55</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
220-34300	FUND BALANCE	<u>124,317.37</u>	
	BEGINNING FUND BALANCE	124,317.37	
	REVENUE OVER EXPENDITURES - YTD	<u>8,995.18</u>	
	TOTAL FUND EQUITY		<u>133,312.55</u>
	TOTAL LIABILITIES AND EQUITY		<u>133,312.55</u>

8



1030243: Waunakee Library Forever Fund

4/1/2024 To 4/30/2024

Balance

Beginning Balance 317,970.93

Contributions/Gifts

Contributions* 50.00

**Contribution totals include net gift amounts for credit card gifts. Each credit card gift is assessed a merchant processing fee by the donor's credit card company of approximately 4%.*

Transfers In 0.00

50.00

Portfolio Gains (Losses)

Interest & Dividends 121.73

Unrealized Gain / Loss (5,356.01)

Realized Gain / Loss (34.13)

Investment Expenses (63.88)

(5,332.29)

Grants/Distributions

Grants/Distributions 0.00

Transfers Out 0.00

MCF Support (264.98)

(264.98)

Ending Balance

\$312,423.66

Available to Grant as of 4/30/2024

\$0.00

WAUNAKEE PUBLIC LIBRARY MONTHLY ACTIVITY REPORT

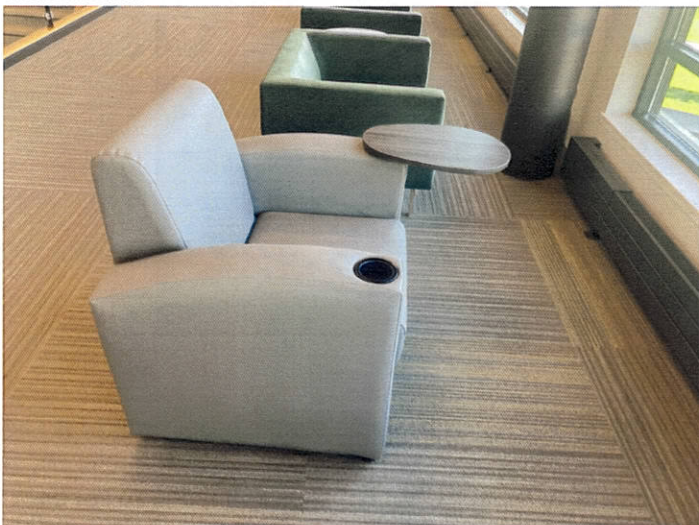
May 2024

	2024			2023		% Change	% Change	YTD
	May	Prev Month	Yr-to-date	May	Yr-to-date	Prev Month	Prev Year	% Change
# of Days Library was open	29	29	144	29	146	0.0%	N/A	-6.9%
CIRCULATION								
Physical circulation	21,124	22,614	112,265	20,654	116,044	-6.6%	2.3%	-3.3%
Digital circulation	4,974	4,932	25,703	4,094	21,200	0.9%	21.5%	21.2%
Library Total	26,098	27,546	137,968	24,748	137,244	-5.3%	5.5%	0.5%
Per Day library was open	900	950	958	853	940	-5.3%	5.5%	1.9%
Average of Deforest, Monona and Verona	23,782	25,507	128,158	24,103	128,851	-6.8%	-1.3%	-0.5%
By Category								
Books								
Juvenile Fiction	3,241	3,069	15,351	2,622	14,811	5.6%	23.6%	3.6%
Juvenile Non-Fiction	1,463	1,664	7,676	1,416	7,953	-12.1%	3.3%	-3.5%
Easy Readers	1,393	1,679	8,201	1,423	8,580	-17.0%	-2.1%	-4.4%
Picture books	4,064	4,608	22,254	4,334	24,797	-11.8%	-6.2%	-10.3%
Total Juvenile	10,161	11,020	53,482	9,795	56,141	-7.8%	3.7%	-4.7%
Young Adult	737	705	3,591	630	3,313	4.5%	17.0%	8.4%
Adult Fiction	3,050	3,167	15,460	2,825	15,243	-3.7%	8.0%	1.4%
Adult non-Fiction	2,183	2,424	12,199	2,187	11,960	-9.9%	-0.2%	2.0%
Large print	840	877	4,212	889	4,382	-4.2%	-5.5%	-3.9%
Total Adult	6,073	6,468	31,871	5,901	31,585	-6.1%	2.9%	0.9%
Magazines	349	355	1,927	303	1,873	-1.7%	15.2%	2.9%
Audio	880	792	4,045	705	3,987	11.1%	24.8%	1.5%
DVD and Blu-ray	1,887	2,182	11,790	2,187	12,905	-13.5%	-13.7%	-8.6%
Software and video games	172	171	849	110	615	0.6%	56.4%	38.0%
Kits	755	818	4,113	905	5,158	-7.7%	-16.6%	-20.3%
Electric Resources	0	0	0	0	0	N/A	N/A	N/A
E-reader, laptops, equipment	55	65	351	73	301	-15.4%	-24.7%	16.6%
E-books	4,974	4,932	25,703	4,094	21,200	0.9%	21.5%	21.2%
% of total circulation	19.1%	17.9%	18.6%	16.5%	15.4%	6.4%	15.2%	N/A
PROGRAMS								
Children								
Number	20	48	185	30	175	-58.3%	-33.3%	5.7%
Attendance	466	1,433	5,629	569	4,759	-67.5%	-18.1%	18.3%
Young adult								
Number	5	7	29	4	23	-28.6%	25.0%	26.1%
Attendance	28	29	151	26	193	-3.4%	7.7%	-21.8%
Adult								
Number	18	20	98	12	65	-10.0%	50.0%	50.8%
Attendance	287	371	1,680	103	759	-22.6%	178.6%	121.3%
NEW PATRONS ADDED	76	102	492	64	438	-25.5%	18.8%	12.3%
PUBLIC MEETING ROOM BOOKINGS	24	24	141	35	145	0.0%	-31.4%	-2.8%
STUDY ROOM BOOKINGS	657	544	2763	429	2210	20.8%	53.1%	25.0%
PUBLIC PC SESSIONS	366	439	1,975	417	2,223	-16.6%	-12.2%	-11.2%
UNIQUE WIRELESS USERS	1,553	1,694	8,174	2,056	10,893	-8.3%	-24.5%	-25.0%
CURBSIDE TRANSACTIONS	32	36	181	35	172	-11.1%	-8.6%	5.2%
# OF VISITORS TO LIBRARY	13,229	14,797	66,784	11,392	61,059	-10.6%	16.1%	9.4%

Library Activity Report
Library Director Erick Plumb
June 19, 2024

Library Activity in May/June

- This year's edition of the Summer Reading Program kicked off June 1 for patrons of all ages. Our first Terrific Tuesday program was held on June 11. We had a petting zoo in our backyard. It was popular, even on a sometime-rainy afternoon; we stopped counting people after reaching 600 people. The fun continued on Thursday, June 13 with an evening snake program for kids that drew 143 people. Based on the first week, it's going to be a busy, amazing summer once again.
- Speaking of busy, the Library's study rooms were reserved an astounding 657 times in May, breaking our monthly use record by almost 100. To say we have reached our capacity, is an understatement; to allow more usage to a greater number of people, I am limiting usage by individual users to 2 hours at a time, with the ability to reserve a second 2-hour block if available. You may recall that our revised Study Room policy (attached) allows us to limit bookings to 2 hours at a time, if demand warrants. We'll re-evaluate this as the summer progresses. This also serves a fair reminder to the distracted Library Director to once again start looking at individual study pod options to augment our nine study rooms.
- The Village of Waunakee held another round of interviews for the open Village Facility Maintenance Manager, and once again opted to not make an offer to the candidates. I fully support finding the right person to fill this pivotal role. In the interim, the Library is working closely with Public Works to ensure that the grounds, in particular, are being kept up.
- With some of the funds raised this past year from our generous donors, I purchased two new study chairs to replace the seldom-used seafoam-green chairs that line our windows. If patrons respond well to them, we will add additional seating, plus new table options. Simply put, people want more flat surfaces on which to work! We also ordered some new shelving that will be placed in the entrance to the Children's Area that will hold rotating displays and special collections.



- I began a two-month long course on Archives Management at UW-Madison through the iSchool on June 10. This will hopefully give me some better ideas with what to do with our growing

local history collections and enable us to make the materials more accessible and usable to interested patrons.

- Finally, we'll end with a bright spot for next year's budget: I received the Dane County estimate for its 2025 reimbursement for non-resident usage and the number is up by over \$100,000 over our 2024 reimbursement. Dane County reimburses libraries in Dane County for use by county residents living in municipalities without a public library (i.e. Westport, Springfield, Windsor, etc.). In 2023 we received \$210,000, this year \$285,000, but next year we're estimated to take in \$390,054! The large increase is due to the County's reimbursement formula finally taking into account the past few years of heavy usage in the new building. We should expect another bump in 2026 before it flattens a bit at the new, higher rate. This is very good news as we look at options for continuing to expand collections, services, and part-time staff compensation in the 2025 budget.

Youth Services Report by Brittany Gitzlaff.

Just as in years past, May was an extremely busy month for outreach as we prepare for summer. The majority of our programs paused to give us time to get out of the building, which also lines up with more and more patrons enjoying the mild spring weather. This month we finished up field trips with Prairie, visited all 16 4K classes, hosted nearly all of St. John's for field trips, visited the three elementary schools, Intermediate, and St. John's, attended the end-of-year Ice Cream Social for the schools, and hosted the end-of-year 4K celebration. All students in grades 4K-6 in the school district and St. John's now have their reading sheets, and are set for summer. It is a busy, but exciting time! Laura and Caitlin also welcomed 16 teen council members into the library after-hours as a special thank you for their participation all year long. We are now set for what will hopefully be another record-breaking summer!



Adult Outreach Report by Courtney Cosgriff

In May, I hosted 1 program and Paulette and Amy graciously hosted a couple other programs I booked while I was away. I attended WAPL with Emily and went to sessions on tech support, public art, and how to make an impact in a small town. I was gone for two weeks, but I'm back and ready to get back into the swing of things!

Community Engagement Report by Amy Sampson

In May, I launched the Library Card Design Contest! Submissions close June 21st but we have already received several fun designs and seen lots of excitement. I also finalized the adult Summer Reading Program to start June 1st. I had three programs in May, including a bilingual Mariachi performance that was well attended and greatly enjoyed by all. I attended the Senior Center's first Caregiver's Resource Fair, introducing attendees to our memory kits and other resources. Several attendees commented that they didn't even think to look to the library for resources and were glad we were there! Based on feedback, we've added a cat themed memory kit that includes an electronic interactive companion pet. I also added a DVD player and DVD drive to our Library of Things. I helped coordinate Community Hall reservations while Courtney was gone, and was happy to see the new booking system is much easier and less time-consuming compared to last year. I took the book bike to the new farmers market location in our first outing of the year!

Random happy image of the month:





PUBLIC COMPUTER USE POLICY & GUIDELINES

I. Purpose

The Waunakee Public Library (WPL) provides access to a broad range of information resources through the Internet via public access PCs. We make this service available as part of our mission to fulfill individual informational needs for day-to-day living, cultural, educational and leisure pursuits. The library strives to serve people of all ages at all levels of need and considers its endorsement of the Library Bill of Rights and the Freedom to Read documents to apply to the use of electronic information.

II. Disclaimer

- A. The library does not monitor, has no control over, and does not accept responsibility for material on the Internet. The library expressly disclaims any liability or responsibility arising from access to or use of information obtained through its electronic information systems, or any consequences thereof. The quality, accuracy and timeliness of information on the Internet varies from site to site, and sites may be controversial or of a mature nature.
- B. The availability of networked information via library computers or wireless access does not constitute the library's endorsement of the content of that information. If any patron believes that information obtained via library computers is inaccurate or offensive, the patron should contact the original producer or distributor of the information.
- C. Users access the library computer hardware, software and documentation at their own risk. WPL is not responsible for equipment malfunction, loss of data, any damages to the user's disks, data etc. or electronic transactions of any type which are related to the public use of library computer resources.

III. Eligible Computer Workstation Users

- A. Individuals with a current South Central Library System (SCLS) library card may access the internet using their library card number.
- B. Users must use their own personal library card or internet-use only card to access the Internet or ask for a guest pass.
- C. Individuals who are ineligible for a SCLS library card due to lack of proof of address may apply for an internet-use card using a current photo ID. Waunakee School District students who are 16 and older may apply for an internet-use card using their school-

issued photo ID. Internet-use cards are for computer workstation use only and cannot be used to check out library materials. Internet-use cards also allow users to access remotely all electronic resources available via WPL's website.

- D. Children eight years or younger are required to be accompanied by parent/guardian or care taker to use a computer.
- E. Patrons are limited to a maximum total of four hours per day of access to public computers. If a longer time period is required special arrangements may be made with the staff at the Service Desk.

IV. Responsibilities of Users

- A. Access, use, or dissemination of information via the Internet in the Library is the responsibility of the user. In the case of minors, it is a joint responsibility of the user and the parent or guardian. Because parents or guardians may feel that information available through the Internet is not suitable for viewing by children in their care, supervision is advised.
- B. Users should be aware that they are working in a public environment shared by people of all ages and sensibilities. Users will refrain from the use of Internet sounds and visuals which might disrupt the ability of other library patrons to use the library and its resources.
- C. Library staff reserve the right to end Internet sessions when sexually explicit or pornographic materials are displayed. (See also Illegal and Unacceptable Uses). The sites that users have accessed may be visually monitored to ensure the library's policy is followed.
- D. Patrons are responsible for all printing and photocopying costs. Failure to pay for printing will result in loss of computer privileges. A charge of \$.10 per page will be charged for black and white printouts, and a charge of \$.25 per page will be charged for color printouts, payable at the service desk.
- E. The copyright law of the United States (Title 17, U.S. Code) governs the making of photocopies or other reproductions of copyrighted material. Patrons using library equipment and/or Internet are responsible for any infringement.
- F. Storage devices are available for purchase at the Second Floor service desk.

V. Choosing and Evaluating Sources

- A. Users should evaluate Internet sources just as they do print materials, questioning the accuracy and completeness of information.
- B. Users must use the Internet at their own risk realizing that beyond the Library's home page and supporting documents they may encounter materials they find offensive.

VI. Supervising Children's Use

The public library, unlike schools, does not serve *in loco parentis* (in place of a parent). Librarians cannot act in the place of parents in providing constant care and supervision of children as they explore the Internet. The Waunakee Public Library supports the right for each family to decide what appropriate Internet use is for their children. The responsibility for what minors read or view on public computers accessing the Internet rests with parents or guardians.

VII. Illegal and Unacceptable Uses of Library Internet:

People may use the library computers only for legal purposes. Examples of unacceptable uses include but are not limited to the following:

- A. Harassment of other users and/or violation of their privacy.
- B. Any and all forms of bullying.
- C. Libeling, slandering or maliciously offending other users.
- D. Violating copyright laws or software licensing agreements.
- E. Using another person's card or misrepresenting oneself as another user.
- F. Obstructing other people's work by overuse of system resources.
- G. Attempting to modify or gain access to files, passwords, or data belonging to others.
- H. Attempting to crash, degrade performance of or gain unauthorized access to the library's computer systems and networks.
- I. Intentionally modifying or damaging equipment software or data belonging to the library or other users.
- J. Sending, receiving, or displaying text or graphics which are deemed inappropriate or harmful according to accepted community standards, or which disturb or disrupt the library use of other patrons.
- K. Viewing or sending child pornography is a federal offense and the Village of Waunakee Police Department will be notified.
- L. Exposing children to harmful materials. Sec.948.11 of the Wisconsin Statutes.
- M. These restrictions also apply in email and social networking environments accessed through the library computers and the library's wireless network.

VIII. Compliance

If an individual or group of Internet users creates a disturbance that limits the effective use of the library by others, they will be asked to correct their behavior and/or leave the building as appropriate.

Failure to comply with this policy or with library staff directions may result in restriction or termination of the user's library privileges and may result in prosecution under local, state or federal laws.

Any person who enters or remains on library premises after losing their library privileges will be reported to the Village of Waunakee Police Department for removal.

IX. Reevaluation of Waunakee Public Library Public Computer Use Policy and Guidelines

This policy will be reviewed and amended, if needed, on an annual basis.

Adopted by Library Board February 10, 2017
Revised June 19, 2024

Waunakee Public Library

June 2024

Adult Programs

For the Love of Mars: A Human History of the Red Planet with Smithsonian Curator Matt Shindell - VIRTUAL

Monday, June 3 - 1:00 p.m.

Come learn alongside Matt Shindell, National Air and Space Museum curator, as he introduces viewers to historical figures across eras and around the world who have made sense of this mysterious planet.

Author Visit: Louise Endres Moore

Tuesday, June 4 - 6:30 p.m.

Alfred: The Quiet History of a World War II Infantryman is the story of a devoted father, a gentle man and farmer, and a secret he kept until the final years of his life. Alfred was raised in Martinsville, Wisconsin, and farmed in the Lodi/Dane area.

Writer's Group

Thursday, June 6 - 1:00 p.m.

Are you looking for a way to simply connect with other local authors and writers? Join the Writer's Group!

Sustainable Studio

Monday, June 10 & Tuesday, June 11 - 6:00 p.m.

Create your own barn quilt square perfect to display on your porch or above your garage! Two sessions required!

Yoga for Beginners

Thursday, June 13 - 6:30 p.m.

This class is a gentle yoga class for all ages, and all levels. Taught by Rashmi Sharma, Mindset N Wellness Coach.

Psychological Thrillers and the Queen of Twists—An Author Talk with Freida McFadden-- VIRTUAL

Thursday, June 13 - 7:00 p.m.

McFadden will join us to chat about writing psychological thrillers, her mega-bestselling hit *The Housemaid* series, in particular her forthcoming (June 11, 2024) third installment, *The Housemaid Is Watching*.

Intro to Natural Dyes

Saturday, June 15 - 10:00 a.m.

This is a quick look at natural dyes with some amazing results intended to convert would-be-dyers to using a more sustainable method of dyeing their fibers! Registration required.

BOOK CLUBS

Wednesday Night Page Turners

Wednesday, June 12 - 6:30 p.m.

Anxious People by Fredrik Backman



Books in the Overlook

Tuesday, June 18 - 6:30 p.m.

The Great Believers by Rebecca Makkai

Mending 101: Learning a Darning Loom

Monday, June 17 - 6:00 p.m.

Come to Mending 101 and learn the basics of using a darning loom! All tools provided - bring a garment you'd like to mend.

A Good Yarn

Wednesday, June 19 - 10:00 a.m.

Bring your current knitting/crochet project for a social hour with a group of like-minded fiber friends!

Author Visit: B.J. Hollers

Wednesday, June 19 - 6:30 p.m.

Waunakee Public Library is proud to host B.J. Hollars, author of *Wisconsin for Kennedy: The Primary that Launched a President and Changed the Course of History*.

Building Connections - Wisconsin Pride

Thursday, June 20 - 6:00 p.m.

Join us for a viewing and discussion of PBS Wisconsin's documentary, *Wisconsin Pride*. Light snacks will be served.

Unpacking a History of Systemic Racism in the American Education System with Tiffany Jewell

Thursday, June 20 - 1:00 p.m. -- VIRTUAL

Join bestselling author Tiffany Jewell as she highlights the inequities Black and Brown students face from her new book *Everything I Learned About Racism I Learned in School*.

Writing and Publishing Tips for Beginners

Monday, June 24 - 6:30 p.m.

Get writing and publishing tips from established author Dr. Nicholas L. Chiarkas, Ed.D., J.D. Author of the award-winning novels *Weepers* and *Nunzio's Way*.

Summer Cardmaking

Wednesday, June 26 - 6:30 p.m.

Come make some summer-inspired cards! Registration required.

Waunakee Public Library

June 2024

Children's Programs

Storytimes

* = Registration Required

Book Bike @ Big Rig Gig

Sunday, June 2 - 11:00 a.m. - 2:00 p.m.

Give your family the exciting opportunity to see, touch, and explore some Big Rigs. Don't forget to come and say hi to the littlest rig, the Library's Book Bike!

Pokemon Club

Monday, June 3 - 3:30 p.m.

Join fellow Pokémon player to enjoy all things Pokémon. Grades K-4.

LEGO League

Wednesday, June 5 - 3:30 p.m.

Join us to freely build your own creation or participate in the monthly LEGO building challenge. Grades K-4.

WRAP Kids*

Monday, June 10 - 10:30 a.m.

This program provides artists ages 5-12 the opportunity to participate in a guided art project, followed by an artist's reception and exhibition!

Havens Petting Farm

Tuesday, June 11 - 1:30 p.m.

Celebrate the end of school, and another summer of reading at the library with Havens Petting Farm!

STEAM Break*

Wednesday, June 12 - 3:30 p.m.

Join us in building, experimenting and creating. Experiments and activities relate to all things STEAM (Science, Technology, Engineering, Art and Math). For Grades 1-4.

Gentle Heart Kid's Yoga*

Thursday, June 13, 20, & 27 - 11:00 a.m.

In this heartwarming class, we'll embark on a journey of gentle poses, simple stretches, and imaginative play. Ages 1-5.

Snake Discovery

Thursday, June 13 - 6:00 p.m.

Slither into the world of reptiles by meeting several species that call Wisconsin home!

Smarty Pants: The Big Balloon Show

Tuesday, June 18 - 1:30 & 3:30 p.m.

The Big Balloon Show is a one-of-a-kind stage production featuring magic, all-ages comedy, interactive storytelling and of course, Smarty's award-winning, larger than life balloon props. Ages 4+

Kid's Club*

Wednesday, June 19 - 3:30 p.m.

Join us for a club just for kids! Grades K-3.

PAWS to Read*

Thursday, June 20 - 4:00 p.m.

Come read a story with Dalton and Flik, certified Pet Partners Therapy Dogs and Read With Me Program Dogs! Grades K-4.

Maker Monday*

Monday, June 24 - 3:30 p.m.

This class is open to all kids who love art & want some more hands-on time to develop their skills and experiment with different techniques & materials. Grades K-4.

Jammie Jams

Monday, June 3, 10, 17, & 24 @ 6:30 p.m.

Preschool Storytime

Tuesdays, June 4, 11, 18, & 25 @ 9:45 a.m.

Wednesdays, June 5, 12, 19, & 26 @ 10:45 a.m.

Ages 3-5.

Tiny Tots

Tuesdays, June 4, 11, 18, & 25 @ 10:45 a.m.

Thursdays, June 6, 13, 20, & 27 @ 9:45 a.m.

Ages 1-3 & caregiver.

Baby Time

Wednesdays, June 5, 12, 19, & 26 @ 9:45 a.m.

Ages 0-1.

Bilingual Storytime / Hora del Cuento Bilingüe

Saturday, June 29 @ 9:45 a.m.

Absolute Science: Big Bang Bubbles

Tuesday, June 25 - 1:30 & 3:00 p.m.

This show will leave all ages feeling like a kid again. Our highly skilled bubbleologist will dazzle you with fire, bubble fog, and a nearly perfect cube bubble.

Open Art Studio

Wednesday, June 26 - 3:30 p.m.

Come flex your creative muscles at our Open Art Studio! Grades K-4.

Spy Series*

Thursday, June 27 - 3:30 p.m.

Learn about secret codes, fingerprints, puzzles, and more.

Grades K-4.

TEEN Programs

Messy Art

Monday, June 10 @ 2:00 p.m.

We're going to make art AND a mess!

Frankentoy

Thursday, June 13 @ 2:00 p.m.

Destroy toys and combine them in new, exciting ways!

Game Day

Monday, June 17 @ 2:00 p.m.

It's time to game!

Crafternoon: Pins & Jewellery

Thursday, June 20 @ 2:00 p.m.

We've got perler beads and shrinky dinks for you to customize and make wearable!

Glow Paint*

Monday, June 24 @ 2:00 p.m.

Come paint with neon paint under a black light and watch your art shine!

Anime Club

Thursday, June 27 @ 2:00 p.m.

It's anime time! Snacks provided!