

**Waunakee Public Library
Library Board Meeting
Library Programming Room
Friday, December 21, 2018 7:45 AM**

Agendas may change prior to the commencement of the meeting. Please check the posting board at the entrance to the library.

- I. Call to order:
- II. Roll call: Annie Ballweg, Jean Elvekrog, Kathy Grosskopf, Erin Moran, Mike Ricker, Cindy Turner, Geoff Vine, Erick Plumb. Introduction of guests.
- III. Consent agenda
 - A. Approval of minutes from November 17, 2018 meeting
 - B. Approval of monthly expenditures
 - C. Financial Reports, including *Forever Fund* and 220 Account
- IV. Public Comment
- V. Director's Report
- VI. Old Business
 - A. Construction Committee Report: Geoff Vine
 - B. Capital Campaign Committee Report: Annie Ballweg
 - C. Communications Committee Report: Mike Ricker
- VII. Adjourn

Next Library Board meeting: Friday, January 18, 2019 at 7:45 AM---program room

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

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, November 16, 2018

7:45 AM

Library Programming Room

- I. **Call to order:** Jean called the meeting to order at 7:45 AM
- II. **Roll Call:**
 - A. **Roll call:** Present: Annie Ballweg, Jean Elvekrog, Kathy Grosskopf, Erin Moran, Mike Ricker, Cindy Turner, Geoff Vine and Erick Plumb.
 - B. **Guest:** Angela Hircock
- III. **Approval of consent agenda-** Annie moved, Mike seconded, Passed.
- IV. **Public comment:** none
- V. **Library Director's Report:** Erick introduced the newly hired Youth Services Librarian/Teen Program, Angela Hircock and a brief discussion of the focus and upcoming programming for teens followed. Welcome Angela! Work on the new building continues a contingent of 40 people attended the "field trip" to the construction site in October. The change in the opening date has budget implications for reduced personnel costs. Erick and three library staff members attended the Wisconsin Library Association annual conference in late October. The session of most interest to Erick was "The One-page Strategic Plan." Our next strategic plan process will probably begin again in late 2019. The full director's report including youth service and adult service sections was included in the Board packet. Referencing the Adult Services report the "All around Town" program in September was a success and all business participants are planning to participate again in 2019.
Library 2019 Budget: The 2019 Budget is prepared and will be reviewed by the Village Board on November 19th. Increases are in the expected building and personnel budget lines. Sunday hours are under future consideration and would add to personnel budgeting in 2020. Revenue from Dane County based on circulation and building square footage will offset the budget in 2020 and beyond.
- VI. **Old Business**
 - A. **Construction Committee Report: Geoff Vine**

Progress on the building continues with change order #3 finalized and budgetary adjustments. Geoff will be presenting a building status and budget update to the Village Board on November 19th. Overall, with donated fee contributions from Vogel and Parisi and bridge design modifications, the bridge is now in the final plans. The July 2019 completion date remains in place with a tentative August 1st opening date.
 - B. **Capital Campaign Committee: Annie Ballweg**

A copy of the Capital Campaign postcard was included in the Board packet. Postcards will be mailed to all Waunakee households with hopes to reach the stretch goal of \$1,600,000.

C. Communications Committee Report: Mike Ricker

Despite the customary rainy weather for a new site event, there were 40 people in attendance on October 19th. Additional events are in the plans as the building progresses.

VII. New business

A. Discuss and Approve Resolution to Transfer Current Building to Village

A legal resolution to pass control and custody of the library building at 710 South Street to the Village was adopted by the Library Board on November 16th on a motion by Mike, second by Geoff. This allows the Village to lease or sell the building and/or property and determine how the proceeds shall be used.

VIII. Adjourn: The meeting was adjourned at 8:25 AM on a motion by Jean, second by Annie.

Next Library Board Meeting: Friday, December 21, 2018 at 7:45 AM at WPL Programming Room.

Respectfully submitted, Cynthia S. Turner, Trustee and Secretary

November 2018 Bills

| Account | Vender | Amount |
|--|----------------------------------|-----------------|
| 100-551400-290 -Leased Items | | |
| | Gordon Flesch | |
| | Total | 0.00 |
| 100-551400-292 -Maintenance Contracts | | |
| | SCLS | |
| | Total | 0.00 |
| 100-551400-311 – Postage | | |
| | Elvekrog reimbursement | |
| | Post Office | 128.07 |
| | Total | 128.07 |
| 100-551400-320 - Pubs/Subs/Dues | | |
| | WILS | 2,149.65 |
| | ALA | |
| | Rotary | 341.50 |
| | Total | 2,491.15 |
| 100-551400-330-Library Travel/Training | | |
| | Buzzard Billy's | |
| | Cuco's welcome lunch | |
| | Gitzlaff mileage reimbursement | 82.08 |
| | WLA Conference | -41.59 |
| | Total | 40.49 |
| 100-551400-340 - Programs | | |
| | Ace | |
| | Amazon | 24.27 |
| | Piggly Wiggly | 49.50 |
| | Bloom Bake Shop | 7.50 |
| | Apple | 10.54 |
| | Holiday card making program | 87.50 |
| | Rhonda Stevens genealogy program | 50.00 |
| | Chad Lewis paranormal program | 175.00 |
| | Cherie St Cyr adult program | |
| | Dollar Tree | 26.61 |
| | Scott Mellor (Adult program) | |
| | Waunakee Rental | |
| | Leslie Bellias (adult program) | |
| | YuHang Li (adult program) | |
| | Target | 12.99 |
| | Total | 443.91 |
| 100-551400-341 - Equipment | | |
| | SCLS | 133.40 |
| | Office depot | |
| | Total | 133.40 |
| 100-551400-380 – Adult Books | | |
| | Recorded Books | |
| | Amazon | 68.08 |
| | Barnes & Noble | |
| | Baker & Taylor | 4,891.68 |
| | Waunakee High School yearbook | |
| | Penguin Random House | |
| | Waunakee Tribune | |

| | | |
|--|-------------------------------------|-----------------|
| | Total | 4,959.76 |
| 100-551400-381 – Juvenile Books | | |
| | Amazon | |
| | Baker & Taylor | 1,704.99 |
| | Penworthy | |
| | Total | 1,704.99 |
| 100-551400-383 – Serial Subscriptions | | |
| | Rivistas | |
| | Total | 0.00 |
| 100-551400-384 - Digital Materials & Computer Software | | |
| | CDW-G (Adobe cloud suite) | |
| | Verizon -Hotspots | 240.06 |
| | Findaway (launchpads) | |
| | Kaspersky anti-virus for self-check | |
| | Demco | |
| | Amazon (e-books) | 27.23 |
| | Barnes & Noble (e-books) | 29.98 |
| | TBS faxing/scan service | |
| | Total | 297.27 |
| 100-551400-385 – Kit Supplies | | |
| | Amazon | 714.84 |
| | American Button Machines | 365.95 |
| | Walmart | |
| | Makedo | 125.00 |
| | Guitar Center | 73.84 |
| | Total | 1,279.63 |
| 100-551400-386 – Audio Materials | | |
| | Penguin | 33.75 |
| | Amazon | |
| | Findaway (Playaways) | 203.97 |
| | Books on Tape | |
| | Recorded Books | 291.96 |
| | Midwest tape | 148.89 |
| | Total | 678.57 |
| 100-551400-387 – Videos | | |
| | Amazon | 339.81 |
| | Target | 24.99 |
| | Midwest Tape | 112.20 |
| | Total | 477.00 |
| 100-551400-390 - Other (Supplies) | | |
| | SCLS | |
| | Amazon | |
| | Demco | 95.74 |
| | Medical Environmental Recovery Inc | |
| | Piggly | |
| | Office depot | |
| | Office Max | |
| | Total | 95.74 |
| 100-551400-392 - Public Relations | | |
| | Minuteman Press | |

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| | | |
|--|--------------------------------|------------------|
| | Total | 0.00 |
| 101-551401-210 - Building Services | | |
| | Coverall | 1,345.00 |
| | ADC Lock and Key | |
| | Plunketts Pest control | |
| | Wisconsin Elevator Inspection | 80.00 |
| | Russ Plumbing | 99.00 |
| | Total | 1,524.00 |
| 101-551401-390 - Building Other | | |
| | Total | 0.00 |
| 430-551400-810 - Equipment Replacement | | |
| | SCLS | |
| | Amazon | |
| | Total | 0.00 |
| 470-551400-217 - Security Systems | | |
| | Pyramid Telephone and Security | |
| | Total | 0.00 |
| 470-551400-215 - BLD Architect | | |
| | OPN | |
| 220-46740011- Special Revenue Fund | | |
| | Grand Total | 14,253.98 |

VILLAGE OF WAUNAKEE
REVENUES AND EXPENDITURES COMPARED TO BUDGET
FOR 11 MONTHS ENDING NOVEMBER 30, 2018

GENERAL FUND

| | Current | YTD | BUDGET AMOUNT | VARIANCE | % OF BUDGET |
|----------------------------|---------------|---------------------|---------------------|----------------------|----------------|
| 100-43740020 | \$0.00 | \$167,147.00 | \$160,046.00 | (\$7,101.00) | 104.44% |
| 100-43740091 | \$0.00 | \$1,106.00 | \$0.00 | (\$1,106.00) | 100.00% |
| 100-48540070 | \$0.00 | \$11,244.51 | \$0.00 | (\$11,244.51) | 100.00% |
| TOTAL | \$0.00 | \$179,497.51 | \$160,046.00 | (\$19,451.51) | 112.15% |
| <hr/> | | | | | |
| TOTAL FUND REVENUES | \$0.00 | \$179,497.51 | \$160,046.00 | (\$19,451.51) | 112.15% |
| <hr/> | | | | | |
| 100-551400-110 | \$22,351.89 | \$232,307.31 | \$251,806.00 | \$19,498.69 | 92.26% |
| 100-551400-120 | \$22,155.07 | \$250,645.10 | \$282,882.00 | \$32,236.90 | 88.60% |
| 100-551400-121 | \$0.00 | \$33.77 | \$0.00 | (\$33.77) | 100.00% |
| 100-551400-130 | \$3,240.25 | \$35,131.09 | \$40,903.00 | \$5,771.91 | 85.89% |
| 100-551400-131 | \$2,457.98 | \$26,686.61 | \$29,585.00 | \$2,898.39 | 90.20% |
| 100-551400-132 | \$9,161.03 | \$104,172.06 | \$96,775.00 | (\$7,397.06) | 107.64% |
| 100-551400-133 | \$45.31 | \$440.10 | \$349.00 | (\$91.10) | 126.10% |
| 100-551400-134 | \$666.10 | \$7,820.59 | \$9,026.00 | \$1,205.41 | 86.65% |
| 100-551400-217 | \$0.00 | \$323.40 | \$325.00 | \$1.60 | 99.51% |
| 100-551400-219 | \$0.00 | \$45,612.47 | \$45,527.00 | (\$85.47) | 100.19% |
| 100-551400-225 | \$546.56 | \$5,531.34 | \$6,384.00 | \$852.66 | 86.64% |
| 100-551400-290 | \$0.00 | \$535.47 | \$4,596.00 | \$4,060.53 | 11.65% |
| 100-551400-292 | \$0.00 | \$645.37 | \$2,400.00 | \$1,754.63 | 26.89% |
| 100-551400-311 | \$105.54 | \$933.14 | \$1,250.00 | \$316.86 | 74.65% |
| 100-551400-320 | \$2,149.65 | \$5,270.16 | \$2,225.00 | (\$3,045.16) | 236.86% |
| 100-551400-330 | \$1,208.35 | \$3,445.90 | \$5,320.00 | \$1,874.10 | 64.77% |
| 100-551400-340 | \$516.34 | \$13,687.23 | \$10,600.00 | (\$3,087.23) | 129.12% |
| 100-551400-341 | \$133.40 | \$3,423.54 | \$4,000.00 | \$576.46 | 85.59% |
| 100-551400-380 | \$2,965.65 | \$25,449.17 | \$36,300.00 | \$10,850.83 | 70.11% |
| 100-551400-381 | \$1,663.11 | \$17,052.92 | \$18,750.00 | \$1,697.08 | 90.95% |
| 100-551400-383 | \$0.00 | \$8,199.31 | \$13,750.00 | \$5,550.69 | 59.63% |

GENERAL FUND

| | Current | YTD | BUDGET AMOUNT | VARIANCE | % OF BUDGET |
|---------------------------------------|----------------------|-----------------------|-----------------------|-----------------------|---------------|
| LIBRARY COMPUTER SOFTWARE | \$187.16 | \$12,456.83 | \$10,340.00 | (\$2,116.83) | 120.47% |
| LIBRARY KIT SUPPLIES | \$445.31 | \$2,064.11 | \$3,000.00 | \$935.89 | 68.80% |
| LIBRARY AUDIO MATERIALS | \$1,753.37 | \$6,855.35 | \$10,500.00 | \$3,644.65 | 65.29% |
| LIBRARY VIDEOS | \$665.16 | \$8,774.19 | \$8,500.00 | (\$274.19) | 103.23% |
| LIBRARY OTHER | \$215.36 | \$9,666.95 | \$11,412.00 | \$1,745.05 | 84.71% |
| LIBRARY PERSONNEL | \$0.00 | \$49.00 | \$0.00 | (\$49.00) | 100.00% |
| LIBRARY PUBLIC RELATIONS | \$2,309.42 | \$2,343.42 | \$3,475.00 | \$1,131.58 | 67.44% |
| LIBRARY BLDG FULL TIME | \$0.00 | \$563.04 | \$0.00 | (\$563.04) | 100.00% |
| LIBRARY BLDG FICA | \$0.00 | \$41.88 | \$0.00 | (\$41.88) | 100.00% |
| LIBRARY BLDG RETIREMENT | \$0.00 | \$37.74 | \$0.00 | (\$37.74) | 100.00% |
| LIBRARY BLDG HEALTH | \$0.00 | \$246.25 | \$0.00 | (\$246.25) | 100.00% |
| LIBRARY BLDG LIFE | \$0.00 | \$0.93 | \$0.00 | (\$0.93) | 100.00% |
| LIBRARY BLDG DENTAL | \$0.00 | \$18.42 | \$0.00 | (\$18.42) | 100.00% |
| LIBRARY BLDG SERVICES | \$1,708.00 | \$18,134.83 | \$21,900.00 | \$3,765.17 | 82.81% |
| LIBRARY BLDG UTILITIES | \$887.73 | \$10,415.50 | \$12,000.00 | \$1,584.50 | 86.80% |
| LIBRARY BLDG GAS HEAT | \$183.48 | \$1,555.75 | \$2,460.00 | \$904.25 | 63.24% |
| LIBRARY BLDG REPAIRS/MAINT | \$0.00 | \$168.90 | \$1,688.00 | \$1,519.10 | 10.01% |
| LIBRARY BLDG OTHER | \$0.00 | \$167.80 | \$350.00 | \$182.20 | 47.94% |
| TOTAL | \$77,721.22 | \$860,906.94 | \$948,378.00 | \$87,471.06 | 90.78% |
| TOTAL FUND EXPENDITURES | \$77,721.22 | \$860,906.94 | \$948,378.00 | \$87,471.06 | 90.78% |
| NET REVENUES OVER EXPENDITURES | (\$77,721.22) | (\$681,409.43) | (\$788,332.00) | (\$106,922.57) | 86.44% |

VILLAGE OF WAUNAKEE
 REVENUES AND EXPENDITURES COMPARED TO BUDGET
 FOR 11 MONTHS ENDING NOVEMBER 30, 2018

LIBRARY SPECIAL REVENUE FUND

| | Current | YTD | BUDGET AMOUNT | VARIANCE | % OF BUDGET |
|---------------------------------------|------------|-------------|------------------|------------|----------------|
| | \$1,100.49 | \$9,949.57 | \$14,700.00 | \$4,750.43 | 67.68% |
| PUBLIC CHARGES | \$160.80 | \$1,995.29 | \$1,300.00 | (\$695.29) | 153.48% |
| PHOTOCOPIES | \$54.00 | \$223.00 | \$225.00 | \$2.00 | 99.11% |
| INTEREST INCOME | \$0.00 | \$614.09 | \$0.00 | (\$614.09) | 100.00% |
| DONATIONS | | | | | |
| TOTAL | \$1,315.29 | \$12,781.95 | \$16,225.00 | \$3,443.05 | 78.78% |
| TOTAL FUND REVENUES | \$1,315.29 | \$12,781.95 | \$16,225.00 | \$3,443.05 | 78.78% |
| NET REVENUES OVER EXPENDITURES | \$1,315.29 | \$12,781.95 | \$16,225.00 | \$3,443.05 | 78.78% |

P

VILLAGE OF WAUNAKEE

TRIAL BALANCE

FOR 11 MONTHS ENDING NOVEMBER 30, 2018

| | YTD ACTUAL | YTD BUDGET |
|--|---------------|---------------|
| 220-11110 COMMINGLED CASH | \$38,133.80 | \$0.00 |
| 220-11210 LIBRARY SPECIAL REVENUE CASH | \$0.00 | \$0.00 |
| 220-11501 CD INVESTMENTS | \$0.00 | \$0.00 |
| 220-11580 LIBRARY CD 599001246 | \$0.00 | \$0.00 |
| 220-11581 LIBRARY CD 12359399 | \$0.00 | \$0.00 |
| 220-11582 LIBRARY CD 5006134353 | \$0.00 | \$0.00 |
| 220-11583 LIBRARY MONEY MARKET | \$0.00 | \$0.00 |
| 220-11584 LIBRARY T-BILL | \$0.00 | \$0.00 |
| 220-11585 CD cert 791962692 | \$0.00 | \$0.00 |
| 220-11800 PETTY CASH - LIBRARY | \$0.00 | \$0.00 |
| 220-11801 CASH ON HAND | \$476.96 | \$0.00 |
| 220-13300 ACCRUED INTEREST RECEIVABLE | \$0.00 | \$0.00 |
| 220-21100 MISC ACCOUNTS PAYABLE | \$0.00 | \$0.00 |
| 220-21219 ACCOUNTS PAYABLE SYSTEM | \$0.00 | \$0.00 |
| 220-21999 P/R ALLOCATED TO OTHER FUNDS | \$0.00 | \$0.00 |
| 220-34220 DESIGNATED - CARBERRY FUND | \$0.00 | \$0.00 |
| 220-34221 DESIGNATED - SCHUBERT FUND | \$540.00 | \$0.00 |
| 220-34300 FUND BALANCE | \$124,244.26 | \$0.00 |
| 220-43740091 SOUTH CENTRAL LIBRARY AID | \$0.00 | \$0.00 |
| 220-46740011 PUBLIC CHARGES | \$9,949.57 | \$14,700.00 |
| 220-46740012 BOOK SALES | \$0.00 | \$0.00 |
| 220-46740013 DAMAGED BOOKS | \$0.00 | \$0.00 |
| 220-46740014 PHOTOCOPIES | \$1,995.29 | \$1,300.00 |
| 220-48040010 MISCELLANEOUS REVENUE | \$0.00 | \$0.00 |
| 220-48140001 INTEREST INCOME | \$223.00 | \$225.00 |
| 220-48340001 PROPERTY SALES | \$0.00 | \$0.00 |
| 220-48540070 DONATIONS | \$614.09 | \$0.00 |

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1030243: Waunakee Library Forever Fund

10/1/2018 To 10/31/2018

Balance

Beginning Balance 271,006.65

Contributions/Gifts

Contributions* 0.00

**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

0.00

Portfolio Gains (Losses)

Investment Results, Net Of Fees (10,684.22)

(10,684.22)

Grants/Distributions

Grants/Distributions 0.00

Transfers Out 0.00

MCF Support (225.84)

(225.84)

Ending Balance

\$260,096.59

Cash Available for Grants as of 10/31/2018

\$0.00

WAUNAKEE PUBLIC LIBRARY MONTHLY ACTIVITY REPORT

November 2018

| | 2018 | | | 2017 | | % Change | % Change | YTD |
|--|----------|------------|------------|----------|------------|------------|-----------|----------|
| | November | Prev Month | Yr-to-date | November | Yr-to-date | Prev Month | Prev Year | % Change |
| # of Days Library was open | 24 | 27 | 282 | 24 | 281 | -11.1% | N/A | N/A |
| CIRCULATION | | | | | | | | |
| Physical circulation | 17,835 | 19,575 | 224,266 | 17,929 | 215,010 | -8.9% | -0.5% | 4.3% |
| Digital circulation | 2,142 | 2,374 | 23,486 | 1,544 | 19,012 | -9.8% | 38.7% | 23.5% |
| Library Total | 19,977 | 21,949 | 247,752 | 19,473 | 234,022 | -9.0% | 2.6% | 5.9% |
| <i>Per Day library was open</i> | 832 | 813 | 879 | 811 | 833 | 2.4% | 2.6% | 5.5% |
| Average of Deforest, Monona and | 27,363 | 28,748 | 327,516 | 28,207 | 325,522 | -4.8% | -3.0% | 0.6% |
| By Category | | | | | | | | |
| Books | | | | | | | | |
| Juvenile Fiction | 1,707 | 1,995 | 25,885 | 1,832 | 23,228 | -14.4% | -6.8% | 11.4% |
| Juvenile Non-Fiction | 943 | 1,060 | 14,742 | 963 | 12,361 | -11.0% | -2.1% | 19.3% |
| Easy Readers | 1,023 | 1,185 | 13,776 | 1,370 | 13,954 | -13.7% | -25.3% | -1.3% |
| Picture books | 3,065 | 3,507 | 38,122 | 3,087 | 32,889 | -12.6% | -0.7% | 15.9% |
| Total Juvenile | 6,738 | 7,747 | 92,525 | 7,252 | 82,432 | -13.0% | -7.1% | 12.2% |
| Young Adult | 451 | 482 | 7,641 | 514 | 7,029 | -6.4% | -12.3% | 8.7% |
| Adult Fiction | 2,106 | 2,316 | 25,001 | 1,957 | 24,606 | -9.1% | 7.6% | 1.6% |
| Adult non-Fiction | 1,968 | 2,096 | 22,395 | 2,290 | 27,946 | -6.1% | -14.1% | -19.9% |
| Large print | 454 | 505 | 4,733 | 329 | 4,276 | -10.1% | 38.0% | 10.7% |
| Adult Paperbacks | 177 | 210 | 2,880 | 246 | 2,763 | -15.7% | -28.0% | 4.2% |
| Total Adult | 4,705 | 5,127 | 55,009 | 4,822 | 59,591 | -8.2% | -2.4% | -7.7% |
| Magazines | 294 | 346 | 4,543 | 414 | 5,375 | -15.0% | -29.0% | -15.5% |
| Audio | 1,455 | 1,497 | 14,598 | 1,547 | 17,193 | -2.8% | -5.9% | -15.1% |
| DVD and video | 3,106 | 3,228 | 36,688 | 3,016 | 35,769 | -3.8% | 3.0% | 2.6% |
| Software | 21 | 23 | 266 | 33 | 383 | -8.7% | -36.4% | -30.5% |
| Kits | 939 | 984 | 11,317 | 857 | 12,584 | -4.6% | 9.6% | -10.1% |
| Electric Resources | 0 | 0 | 0 | 0 | 0 | N/A | N/A | N/A |
| E-reader, laptops, equipment | 60 | 64 | 747 | 68 | 824 | -6.3% | -11.8% | -9.3% |
| E-books | 2,142 | 2,374 | 23,486 | 1,544 | 19,440 | -9.8% | 38.7% | 20.8% |
| % of total circulation | 10.7% | 10.8% | 9.5% | 7.9% | 8.3% | -0.9% | 35.2% | N/A |
| PROGRAMS | | | | | | | | |
| Children | | | | | | | | |
| Number | 35 | 36 | 343 | 28 | 323 | -2.8% | 25.0% | 6.2% |
| Attendance | 854 | 1,218 | 13,560 | 934 | 14,292 | -29.9% | -8.6% | -5.1% |
| Young adult | | | | | | | | |
| Number | 5 | 4 | 36 | 1 | 31 | 25.0% | 400.0% | 16.1% |
| Attendance | 29 | 10 | 163 | 3 | 202 | 190.0% | 866.7% | -19.3% |
| Adult | | | | | | | | |
| Number | 11 | 9 | 101 | 4 | 61 | 22.2% | 175.0% | 65.6% |
| Attendance | 149 | 75 | 1,340 | 75 | 1,764 | 98.7% | 98.7% | -24.0% |
| # OF USES OF PUBLIC COMPUTERS * | 6,994 | 6,337 | 59,600 | 4,240 | 57,473 | 10.4% | 65.0% | 3.7% |
| # OF VISITORS TO LIBRARY | 11,654 | 13,392 | 144,135 | 11,403 | 138,702 | -13.0% | 2.2% | 3.9% |

Library Activity Report
Erick Plumb
December 2018

Work on the new building continues. The masonry work on the building has gone up quickly and drawn positive notice by community members. The stone in particular is wonderfully attractive. We remain on pace for a July 2019 completion date, with an August 1 Opening date. Geoff Vine briefed the Village Board on the status of the project budget and construction progress at the November 19 meeting (see attached *Tribune* story). The good news that we hope gets spread widely around the community is that we are below budget currently and on target for a July completion date.

We have wrapped up furniture and fixture selection with OPN. The management team took a field trip to a showroom near Chicago to look at shelving. While shelving is decidedly non-exciting, we think patrons will appreciate the difference in shelving design that they will encounter in the new building. No shelving unit will be taller than 66" tall, compared to the 80" shelves at the current library, and the lower shelves will be angles upwards to make items on the lowest shelves easier to find and reach. Staff service desks and checkout kiosks were selected. OPN will put out its furniture bid in January.

The Friends of Library's annual Book Sale and Craft Fair was held at the Intermediate School on Saturday, November 17. It was a great success (I had trouble finding parking!), and raised over \$5,000 for the group, not counting the proceeds from renting spaces to crafters. Bravo to the Friends for another successful Book & Bake Sale and Craft Fair, and, as always, we thank them for their dedication to the Waunakee Library.

Longtime library staff employee Gay Strandemo a children's book that she wrote and illustrated. *Yule Boys* is an Icelandic folk tale regarding traditions leading up to Christmas. Gay held a program and reading of her book at the Library on December 18. She was also featured in a front-page story in the *Waunakee Tribune* (attached). Congrats to Gay on fulfilling her dream of publishing a book!

Library Assistant Beth Watson submitted her resignation as she has secured a fulltime teaching position. Her last day will be December 27. While she will be missed, we are glad that she found a terrific new opportunity. We will post to replace her 12 hours per week position.

Substitute Library Assistant Jane Jutzronka also left the library; her final day was December 11. We hired Lucas Franklin as a substitute Library Assistant I. He'll work his first shift on December 27. Lucas has an MLS and moved here from Connecticut, where he managed a youth services department.

Youth Services Report by Brittany

In November I attended the SCLS summer programming workshop. This is always my nudge to begin thinking and planning for summer programs and the reading program. So far I have three of our Terrific Tuesdays and two other programs booked. I also met with the schools to confirm that we would once

again be collaborating on our summer reading programs. Courtney and I participated in the “Books on Ice” program with the Waunakee Ice Pond. Skaters were encouraged to bring donations for the library to offset their cost to skate for the afternoon. We came back with a large bin of donations. Angie continues to make great strides in developing a rapport with the teens. She’s been attending the high school book club and continuing to offering weekly office hours. Her greatest success so far is the donut decorating program she did on a no-school day that attracted 16 teens.

Adult Services Report by Courtney

In November, I hosted 7 programs. I attended an adult programming meeting hosted by SCLS with other adult programmers in the area. I left overwhelmed with ideas for next year. I had a meeting with Wisconsin Symphony Orchestra on how to better promote the concert vouchers they donate to libraries in the area. I assisted the Lions Club in putting up displays at the library and at the Village Center promoting National Diabetes Awareness Month. We took a trip to Northbrook, Ill. to see shelving options for the new library. I attended a Drupal training at SCLS on how to better navigate and build the website.

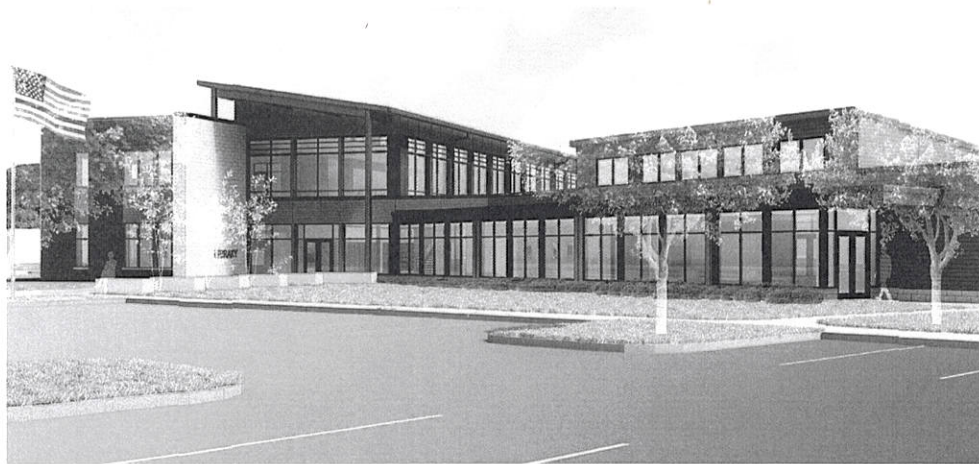
Erick’s Meetings and Appearances this month

- Rotary Board of Directors, November 6
- Village Department Heads, November 6
- New Library fireplace review, November 8
- Rotary, November 8
- New Library management team tour, November 13
- Library construction meeting, November 13
- Village Center/Library management lunch, November 14
- Library Staff meeting, November 14
- All-Directors SCLS meeting, Fitchburg, November 15
- Friends of the Library Book & Bake sale, November 17
- Geoff Sabin, Thyse, November 19
- Village Board, November 19
- Trip to LFI, Northbrook, IL re: shelving, November 20
- Library construction meeting, November 27

http://www.hngnews.com/waunakee_tribune/news/local/article_4a227000-29b6-54d0-8664-5c3f0f29bfbe.html

Library budget still in line

By Roberta Baumann tribnews@hngnews.com Dec 7, 2018



Contributed

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As construction continues on the new Waunakee Public Library at North Madison Street, building costs remain under budget.

At the Dec. 3 Waunakee Village Board meeting, Geoff Vine, the owner's representative for the village provided an update.

The building is halfway through the schedule. The concrete has been poured, roofing is underway, and the exterior shell is becoming enclosed, allowing the interior construction to begin. Vine, a citizen with an extensive construction background providing his expertise pro bono, added that the building is expected to be done in July. The hope is to open the library in August after the furniture and books are in place, he said.

The project has been challenging, Vine said. The former Waunakee Alloy site had soil contamination, since removed by the Environmental Protection Agency. Issues with poor soil were also found due of the low lying area, along with the construction of the previous building.

The poor bearing soil has been removed, along with former foundations, Vine said.

The fundraising goal for the project had been \$1.5 million, but already that amount has been pledged and \$1.2 million is in the bank, allowing the fundraising goal to be upped to \$1.65 million. The project was awarded a \$500,000 grant from the Wisconsin Economic Development Corporation, and now costs for eligible items will have to be justified, allowing the funds to be granted next year.

The hope is to have the existing library property sold some time next year, as well, Vine said.

Vogel is the general contractor. Some change orders have allowed the inclusion of a pedestrian bridge and new sidewalk on North Madison Street, Vine said.

"We worked hard to reduce the cost and make sure we could stay within budget," Vine said, adding that Library Director Erick Plumb scaled down some items. Parisi construction also contributed, reducing fees for the bridge, and Vogel cut its fee in half for managing the bridge project, Vine said.

The total library cost, which was anticipated to come in under \$15 million, is now at \$14,555,973, Vine told the board. The net cost is now at \$11,340,373, he added.

Vine's statement, "I think everyone should be happy we're under budget," was met by applause from trustees and others at the meeting.

Asked how Plumb was able to scale down some costs, Plumb noted that the sacrifices have been few. The purchase of an automated sorting machine was delayed, Plumb said, and some technology will be moved from the old building rather than purchasing new.

Vine's presentation followed a request to have the village take a Mayor's Monarch Pledge, to protect habitat for the butterflies, whose numbers have decreased.

He told the board areas on the library site without mowed grass would be planted with prairies.

"We will make sure to have milkweed in the mix," he said.

Roberta Baumann



http://www.hngnews.com/waunakee_tribune/news/local/article_1ea460b3-4abb-5a56-8f4c-64a03621383a.html

Waunakee librarian writes, illustrates new book

By Peter Lindblad tribstaff@hngnews.com Dec 6, 2018



Gay Strandemo
Peter Lindblad

Buy I

Lovers of ancient Icelandic folk tales might recognize the subjects of Gay Strandemo's new book, her first.

Fascinated by the story of the 13 Jolasveinar, or Yule boys, since she first came across it, the Waunakee librarian has put her own spin on the Yuletide yarn, which has become a family favorite.

It almost didn't feel like work for Strandemo.

"It was actually relaxing and I loved the work of drawing and writing the text," said Strandemo.

A book launch for "The Yule Boys," written and illustrated by Strandemo, will be held Dec. 18 at 7 p.m. at the Waunakee Public Library. Strandemo will read the book and sign copies that will be available for purchase.

It's a story she treasures, as the book was a labor of love.

"While working at the public library, I also wrote and directed a series of plays for children each summer for the local school system and later at my public library every year for over a decade," said Strandemo. "These plays were usually based on international folk tales – always an interest of mine. It was when I was writing a play based on Scandinavian folk tales that I came upon the story of the Yule Boys and was captivated enough by the notion of these mischievous Jolasveinar to start the tradition of the Boys' visit to my own young children."

Such occasions included holiday parties for friends and family to celebrate the Yule Boys' return every season.

"We've done this for many years – it's always a great time," said Strandemo.

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What convinced her to do it? It was mostly a sense that the story deserved a wider audience.

"While visiting the American-Scandinavian Foundation's building in New York City during December 2017, I overheard a gift shop worker respond to a phone inquiry by saying, "Thirteen what? No, no, we haven't any such thing like that here," said Strandemo. "That was when I figured that the story of the Yule Boys must be told, so that everyone can have fun celebrating them."

Strandemo grew up in a Nordic-American family in northern Minnesota. Both of her parents worked, so she spent days with her grandparents, who lived above the men's clothing store they ran.

"My grandfather was artistic and drew beautifully, and encouraged me to draw, so from a young age I did," said Strandemo.

In her family, the Yule season was "celebrated with gusto," she said.

As a librarian, Strandemo has always had some kind of an art project going as well, including a period where she acted at a local experimental theater in Madison. She also had a band that performed music she wrote. Strandemo did the singing.

To make "The Yule Boys," Strandemo had to start drawing again. She said, "I hadn't drawn anything in ages."

First, she asked if her husband or her artist sister would be interested in illustrating the story. They were helpful, she said. Ultimately, however, Strandemo realized she "had the strongest inspiration and motivation to tell this story," so she went to Artist & Craftsman Supply in Madison and "loaded up on every supply imaginable for bringing my vision to paper."

It wasn't long before she got the hang of it.

"Once I began drawing – I loved the task as I had as a child – it felt as though the Yule Boys themselves were directing my choices for each of their profiles," said Strandemo.

It took about four months, said Strandemo, who added, "just because I did one boy a week on my morning off from work. Then there was a bit of re-do, but all in all, it was a great and relaxing experience."

Drawing the landscape and environs of Iceland was challenging, as Strandemo had never been to the country. Eventually, she had to alter some of the details of her final drawings for the book, including laying more snow and making the skies darker to match the time of year.

"One thing I did on purpose was creating the look of the Yule Boys to resemble teenage boys rather than old men – it was just how I had always pictured them, so I went with that image," said Strandemo.

To ensure correct grammar and spellings, Strandemo connected with Sunna Furstenu of the Icelandic Roots organization. Furstenu and an Icelandic intern went over the text, with with intern correcting a few spelling and grammar errors to make for authenticity and accuracy.

In the process, Furstenu was able to show Strandemo how they were related through different Icelandic family connections that Strandemo did not know.

Overall, the whole process was a joy for Strandemo.

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Waunakee librarian writes, illustrates new book | Local | hngnews.com

"It has been a fun learning experience for my husband, the self-publisher of 'The Yule Boys,' and myself," said Strandemo. "We decided to go that route in order to really own the interpretation ourselves, and it has been a rewarding decision."