



# Black Earth Public Library

## 2017 Annual Report

So as to better describe the annual statistics reported to the WI Department of Public Instruction, this narrative is being submitted to the Black Earth Public Library Board, its staff, the Village of Black Earth administration and the general public via our web site ([www.blackearthpubliclibrary.org](http://www.blackearthpubliclibrary.org)).

Viewing only the annual report as submitted to DPI doesn't effectively tell our story. It is my desire to tell our story in a way that raw data cannot. 2018 will mark 110 years for the Black Earth Public Library, so as we look back over the last year, we are looking forward to celebrating this milestone in November of this year.

### **New and Noteworthy**

I was able to participate in WLA's Leadership Development Institute which will help with direction in creating a new vision and mission statement for the library in the coming year. The disappointments of not being able to go forward with the library office space addition, or the creation of a circulation manager position, over the past year, only highlights the crucial need for a strategic plan, including a community needs assessment. WLA's Leadership Development Institute has been instrumental in creating a new mindset and opening up a new network of colleagues and resources. It is my most pressing goal to articulate the needs of the library in fulfilling community desires and needs, and lead the library in these new directions.

An emerging need, fulfilled by public libraries, in many communities, ours included, is the preservation and development of local history and cultural resources. We are lucky to have the Black Earth Historical Society (BEHS) which has long been the primary caretaker of these resources. However, in 2017, the public library has taken up this effort in earnest by formalizing a collaboration. The archivist position had been left vacant for nearly two years, although BEHS volunteers and members did an outstanding job of organizing and cataloging archival and museum holdings. I volunteered to step into the role of Archivist, and started this responsibility in the fall, with my attendance at the Wisconsin Historical Society (WHS) Local History Conference (in LaCrosse). Since then, I have worked with the South Central Library System (SCLS) to become part of the Recollection Wisconsin program to digitize some of the BEHS photographs and oral histories. I've also started work on creating the BEHS web site, with social media soon to follow. The BEHS also was kind enough to allow the library to host one of our largest programs last April in their headquarters on Blue Mounds Street, which is an old church with ample seating!

Related to historical documents is the library's offering of Family History sessions. We began with monthly sessions last summer. We have had a small number of regular participants, but they are dedicated. It seems to be turning into a valuable service, which we will continue and grow.

For our first time, the incentives for reading during the Summer Library Program were altruistic. Instead of plastic trinkets, the Sauk Prairie Healthcare Foundation and the Friends of the Black Earth Library funded tokens that kids and adults could earn \$1 for each of three different community organizations. The Dane County Humane Society, Northwest Dane and the Heights Unlimited food pantry all received about \$250 each at the end of the summer! This has inspired us to continue these efforts in future summer reading programs.

The Music & Memory program started in 2017, but we have not yet had any participants. Our certification was renewed in early 2018 so we can give it another year to try to raise awareness and encourage participation. Plans are in the works to promote this service and currently we are exploring helping out the burgeoning requests at the Middleton Senior Center, as a way of entry to provide the service in our own community.

Beyond the Page (BTP) continues to be a source of revenue and collaboration for outstanding programming for adults and children of our community. In April, we hosted the well-attended "Bard on Broadway," which was a performance of songs appearing in musicals based on Shakespeare plays. We also were the co-author on the grant, "Getting to Know Our Neighbors – Wisconsin's Tribal Communities." This resulted in book discussions of Anton Treuer's book, *Everything You Wanted to Know About Indians but Were Afraid to Ask*, all over Dane County, led by prominent Native American individuals. Ada Deer led the discussion at BEPL. Also, Anton Treuer appeared at Madison Public Library. (Leah Fritsche and I spoke to a library school class about this grant, as well.) I also helped with the BTP grant out of the Mount Horeb Public Library, "The Human-Horse Connection," and though John Bonine, as part of this series, spoke at Mazomanie Library, we did tie in our mini-grant to this series with Jessie Haas, an author of juvenile horse fiction, at both Black Earth and Mazomanie Elementary schools. A new BTP coordinator has created a spreadsheet of funds going to all Dane County libraries and programs which they have hosted. Black Earth Public Library has received programming valued at nearly \$10K in funds, which is the amount of our initial investment.

Library services to youth continue to be a mainstay for the community. However, there is always something new happening with the kids, too. Kirsten was the site supervisor of a UW iSchool practicum student, Mariah Smitala. Mariah learned a lot and was also very helpful. Based on her experience here, she wishes to pursue a career in a small library. Mariah and Kirsten made an Instagram account for the library. Also, as mentioned previously, the summer reading program took on a new angle with the addition of an altruistic component. New technology is infused into children's programming, also, with Coding Club, as well as Lego Mindstorms robots. The children's area also got new colorful furniture through the Charlotte Wood memorial fund.

As libraries continue to be places of learning and knowledge, albeit less through books, we have been successful, in spite of our space limitations, to become legitimate "maker spaces." The examples in

children's programs are numerous, but new in 2017 was the Leopold bench building workshop and the Quilts of Valor. These were both library programs in which participants created benches and quilts for community organizations or individuals. In this vein, library staff continue to be "makers" as well, such as Michelle's recipe collection/sample days at "Coffee with a Cop," and Donna's ongoing column, "The Book Nook," in the *Star News*. The 3D printer which was on loan to the library has been sold, as SCLS has a 3D printer which can be shared and used among system members.

2017 saw the end of the *News Sickle Arrow*. The *Star News* picked up Black Earth and Mazomanie, and Cross Plains was picked up by the *Middleton Times*. Coverage of the library is still great, though subscriptions of the *Star News* seem to be down from what they were with the *News Sickle Arrow*.

In September, the library participated in the "Unity Project" with the Village and school district. The "Unity Project" is an interactive art project that is designed to counteract the divisiveness in American politics. Community members were able to create a web of interconnectivity with colorful yarn in Veterans Park. The materials for this art project were made available to us by the Middleton Public Library and installed by the BE Public Works Department.

### ***Friends of the Library***

The Friends of the BEPL continue to be strong supporters of the library operations. New in 2017, was their collaboration with the Black Earth Children's Museum, when they hosted the annual Trivia Night. Two members of the Friends group also received training in Music & Memory so they are able to volunteer to help on this program. Also, new is the collaboration on producing an updated history of the Black Earth Public Library, with the BE Historical Society, and preparing for a fall celebration of the library's 110<sup>th</sup> anniversary.

In late 2016, the Friends produced 100 coffee mugs with a design by Matt Laznicka for a fundraiser. All but 15 of these mugs have been sold at the time of this writing.

The Friends continue to host the annual book & bake sale, pie auction during Concerts in the Park, Trivia Night and Mark Moran, antique appraiser. They also make an annual contribution to the library's summer reading program and purchase our movie screening license each year. There are also many members that are active book discussion group participants. Volunteers also maintain the continuous book sale in the library.

The board of officers of the Friends of the Library are: Pat Mommaerts (President), Gary Olsen (Vice President), Lisa Lutz (Treasurer), Mary Miron (Secretary). Annual board elections are in May.

### ***Library Facilities and Technology***

The positive news in this area is the technology component. Because we are members of the South Central Library System, we have been able to stay up-to-date with our technology and developments in technology. In 2017, a process was started to evaluate the Integrated Library System (ILS). We have been using the Koha/LibLime ILS since 2011. As an open source product, it is hard to compare to proprietary ILSs and their vendors. There have been many bumps in the road, but this latest process has

now put our ILS to the test against some other ILSs via vendor demos and site visits. The recommendation of the ILS Evaluation Committee was completed and released in March 2018. Although no system is perfect, our current ILS seems to be the best fit for our library consortium at this time. A code fusion project which LibLime has been working on for the last two years, called Bibliovation, will enhance our current ILS, when we migrate within the next 18 months. Since robust analysis has been conducted in this evaluation, it has been determined that if we are unhappy, as a system, with the migration or the performance of Bibliovation, we may return to consideration of other vendors.

After completing a full year on iBoss, we have realized the savings in the form of a rebate of approximately \$2,000. While this may not seem like a large amount of money, it will cover a budget shortfall in staff wages. However, changes in the e-rate/CIPA (Child Internet Protection Act) filtering have made it necessary for us to change to a new filtering software, probably, in 2018. It is not yet known the effect of the new software's pricing structure on our rebate.

SCLS continues to issue an annual report of PCs that are nearing 5 years in age. They work with us to rotate staff PCs into public PCs, keeping the newest technology available for staff workstations.

We continue to contribute to WPLC (Wisconsin Public Library Consortium) for our Overdrive products access. This includes e-books, digital audio books and downloadable video in multiple formats for children and adults. We also continue to provide access to Flipster (digital magazines) and some specialized databases, such as A-to-Z Database (marketing and jobs), Consumer Reports, Ancestry and Chilton's Automotive Repair Manuals.

Library facilities, however, continue to be our biggest ongoing struggle. We were not able to proceed with the architectural plans developed in 2016-2017, and thus have not resolved any of our space needs or safety issues. We have been fortunate to be able to use the Black Earth Historical Society's headquarters for large programs that exceed the space available in the Municipal Building meeting room. Optimistically, the strategic plan will be a source of direction and planning for developing steps to meet these needs.

## **Library Operation**

The Black Earth Public Library operates under Wisconsin State Statutes Chapter 43 as well as under the provisions of Village Ordinance 9-4 and the Black Earth Public Library Bylaws. The Library functions as a department of the Village of Black Earth and extends service to residents of the village of Black Earth, residents having a valid card in the South Central Library System, and residents of other library systems which have obtained registration within South Central Library System. Financial Support for the library is obtained by taxation through the village of Black Earth, Dane, Iowa, Sauk and other adjacent counties with the budget being set by the Library Board. We expect to have incorporated the library's employee manual into the village's manual by mid-2018.

## **Mission and Goal Statements**

The mission of the Black Earth Public Library shall be to provide quality materials and services which fulfill education, informational, cultural, and recreational needs of the entire community in an atmosphere that is welcoming and respectful.

The general goals of the Black Earth Public Library shall be:

1. To serve all residents of the community and surrounding townships.
2. To acquire and make available such books, audiovisuals, periodicals, technology and services to satisfy user needs.
3. To have resources to provide the most frequently requested materials from its collection or through system requests.
4. To maintain a program of service which locates requested information or makes referrals in a timely manner.
5. To review regularly these objectives of the Black Earth Public Library and, if necessary, revise them in the light of new developments.
6. To maintain membership in system in good-standing and adhere to Dane County standards, which exceed State statutes.
7. To provide programs for youth, especially the Summer Reading Program, that enhance individual interests, pursuit of knowledge, encourage extra-curricular reading and promote library use.

## **The Library Board**

This board shall consist of five members who shall be residents of the Village of Black Earth. There shall be one member from the Village Board, appointed by the Village President, and one member shall be a school district administrator or his representative (whom may live outside Black Earth, but within the school district). The Library Board President may appoint a nominating committee or Library Board members may appoint, from among the residents of the Village, to vacant library trustee positions at the April meeting.

## **Years of Service**

In 2017, the Black Earth Public Library marked 27 years in the municipal building on Mills St. and 109 years of service in Black Earth (established in 1908).

## **2017 Library Board Members**

President – Angie Updike  
Vice-President – Gary Schuetz  
Secretary - Heather Reader  
Treasurer - Brian Klaschus

Village Representative - Ted Pritchett (Patrick Schultz served from April 2017 – September 2017)

## **The Budget**

The 2017 operating revenue of the library can be broken down as follows:

Village of Black Earth \$112,827  
Dane County \$41,391  
Other Counties \$10,390  
All Other (including investments, grants, Friends donations) \$43,698  
Total \$208,305

The 2017 operating expenditures of the library can be broken down as follows:

Salaries and Wages \$92,201  
Employee Benefits \$18,235  
Library Materials \$31,123  
All Other \$26,397  
Total \$167,956

The capital revenue/expenditures of the library can be broken down as follows:

Revenue/Expenditure: None in 2017  
Totals \$0

## **Statistics**

Circulation: 33,255

The library circulated 33,255 items in 2017 which is a -4.5% decrease from 2016 (this number does not include the checkout of 1,648 digital items). Overall, there has been over 2,000% increase in use of electronic formats since collection of statistics began in 2010 and 20% increase since last year.

The circulation can be broken down as follows: 21,125 adult items were circulated and 12,130 children's items were circulated. The use of children's materials was slightly up, as the overall circulation decreased. Digital circulation appears in parentheses. These figures can be further broken down into e-book, e-audio, and e-video downloads.

2017 33,255 (1,648)  
2016 34,837 (1,373)  
2015 35,109 (1,001)  
2014 37,160 (1,114)  
2013 35,703 (491)  
2012 43,142 (373)  
2011 44,288 (144)  
2010 44,044 (78)  
2009 40,842 (NA)

## Internet Computer Usage

2017 1,903  
2016 2,014  
2015 2,149  
2014 2,431  
2013 2,900

## Wireless Internet Usage

2017 24,587  
2016 15,869  
2015 17,076  
2014 18,698 (first year AR collected WiFi usage stats)

## Hot Spot Usage

2017 consistently checked out (not reported to DPI)

Internet computer although once thought to have been increasing as circulation figures decreased, seem to also be decreasing over time. Internet computer use has dropped about 34% since 2013. Printer usage may be increasing among these users, however. These statistics should be reviewed. However, though wireless internet usage also seemed to have been decreasing over the last three years, in 2017, it increased to its highest rate since 2014 when WiFi statistics were first reported to DPI). We are also able to tell which brand devices are most often connected to our WiFi router, with a total number of unique devices.

## Digital Magazine Collections

Magazine download statistics from Flipster are not available on a per library basis. This is likely to change in 2018. Currently, the system-wide statistics are totals by month. For example, in December 2017 there were 1016 online views of magazine titles and 792 downloads of all titles. The number of downloaded magazine uses has nearly tripled as the online views has decreased somewhat. *People Magazine* remains the most popular title, with a distant second being *US Weekly*, and *Cosmopolitan* about equally. At Black Earth Public Library, paper magazines still account for the highest number of items circulated per month. In 2017, the most popular paper titles in Black Earth were *People Magazine*, *Consumer Reports* and *Reader's Digest*.

## Number of Registered Borrowers

In 2017 there were 574 registered Black Earth card holders and 420 nonresident registered card holders for a total of 994. This figure is about 10% less than in 2016. Cards not used in two years are purged, if there is a not a balance over \$20.00.

Library Visits: People passed through the library door 27,544 times in 2017, which is about a 1.2% increase over 2016.

On average, over 88 people pass through library door each day.

Interlibrary Loans: We supplied 21,421 items to other libraries and received 13,688 from other libraries. This means we lent more items than we borrowed from other libraries, which is about 64% of our total circulation of 33,255. Alternatively, about 41% of our total circulation to local library users is from materials that belong to other libraries. (This number is almost identical to 2016, whereas we supplied slightly fewer items to other libraries than in the previous reporting year.) Therefore, approximately 60% circulation is from locally owned materials to local library card holders.

### **Library Collection:**

The library continues to add new materials to the library collection, but each year we also withdraw outdated and worn out materials and due to space restrictions. The library added a total of 1,596 books to the library collection in 2017 and withdrew 2,191 books. We have 595 fewer total items in 2017 than we did in 2016, so we weeded about 1.4 for each item that we added.

Our library houses books, audiobooks, videos and other items for a total of 23,696 items.

Electronic books, e-audiobooks and e-videos are part of our digital collection and available in digital versions online through the Wisconsin Digital Library Collection. Through our payments into the Digital Buying Pool, we have access to 213,611 titles. This number is items in Overdrive and does not include Flipster magazine issues or databases leased, such as *Consumer Reports* or *Chilton's Auto Repair Manuals*.

LinkCat, our online shared library catalog, provides a catalog covering 54 public libraries in seven counties. The LinkCat database holds well over 3 million items.

Magazines: The library subscribes to, or receives through a gift, 72 magazines and newspapers and provided access to over 200 digital magazine subscriptions through Flipster in 2017.

Computers: There are 5 Public Access Computers, 4 which offer Internet access (with Microsoft Office products, Adobe Reader and various web browsers including Chrome). One is an early childhood literacy computer. There are 3 staff computers, one of which is a laptop. Patron Internet computers and staff computers are all on the SCLS network, via BadgerLink, and must be upgraded annually, such that no PC is older than five years old.

Other items for loan: Hotspot, Sphero, Amazon Fire, Fitness tracker wristband

### **Programs:**

The library held 151 programs for people of all ages, which is about 20 less than in 2016. The attendance for the year was 2,477 which is 353 more attendees. There were 129 programs for children, 3 for young adults and 19 for adults. There were about 10 less programs for adults and 10 fewer for young adults. Attendance for Children's programs was 1,917, thirty-seven (37) for Teens and 523 for Adults. This represents a decrease of % in number of programs for children and % for adults. It also represents an almost 17% increase in number of participants of 11% for children and nearly 40% for adults, in spite of the decrease of number of programs. This seems to be the exact inverse of 2016. We may be closing in

on “right-sizing” for children and adults, but have work to do for teens/young adults. The Beyond the Page programming has likely been the largest factor in the change in adult programming. Children’s attendance may be increased because of counting the “majority” of the attendees of any specific program as under 12 years of age. This also would contribute to the lower number of teen programs.

## **STAFFING**

The library had a staff of 2.40 FTE. 1.5 of the FTE is staffed with MLS (ALA accredited Master’s degree). The library director at this library must hold a Grade III certification from the Wisconsin Department of Public Instruction.

## **SUMMER READING PROGRAM**

A total of 144 children, teens and adults registered for the Summer Reading Program.

### **Completions Numbers**

0-11 yrs **Total: 121 (84%)**

12-18 yrs: **Total: 18 (12.5%)**

Overall, there was a 10% increase in registration in 2017 over 2016. Specifically, in the 0-11 yrs category, 11 were babies, 49 were preschool, and 61 were 1<sup>st</sup>-5<sup>th</sup> grade. In the 12-18 yrs category, 15 were 6<sup>th</sup>-8<sup>th</sup> grade, while 3 were in high school.

Children read five books or five hours (or have books read to them if they are not independent readers yet). Children under 11 read either 1,075 books or hours. Teens read 270 hours.

## **LIBRARY HOURS AND CONTACT INFORMATION**

Library Hours: Monday - Thursday 10:00 AM - 1:00 PM, 2PM-7PM, Friday 10:00 AM - 5:00 PM, Saturday 10:00 AM - 2:00 PM, Sunday Closed

1210 Mills St., Black Earth, WI 53515 Phone: 608-767-4905 FAX: 608-767-2564

Webpage: [www.blackearthlibrary.org](http://www.blackearthlibrary.org)

Find us on Facebook, Instagram and Pinterest

Library Catalog: [www.linkcat.info](http://www.linkcat.info)

## **2017 BOOK CLUB SELECTIONS**

January 7, 2017 - Loving Frank by Nancy Horan

February 18, 2017 - The Last Days of Night by Graham Moore

April 1, 2017 - Code Name Verity by Elizabeth Wein

May 13, 2017 - Breakfast with Buddha by Roland Merullo

June 2017 - Don't Let's Go to the Dogs Tonight by Alexandra Fuller

August 19, 2017 - The Orphan Master's Son by Adam Johnson

October 21, 2017 - Everything You Wanted to Know About Indians But Were Afraid to

Ask by Anton Treuer, and Warrior Nation by Anton Treuer

November 18, 2017 - Hillbilly Elegy by J.D. Vance

## **PROGRAMMING**

### **Children's, Family and Young Adult Programs**

Preschool Story Time

Early Literacy (at Black Earth Elementary)

Messy Mondays

St. Patrick's Day Crafts

Mother's Day Tea Party

Wii Games & Minecraft

Coding Club / Spheros

1000 Books Before Kindergarten

Crafternoon

Lego Club

Monster Mash

Move It Mondays

Cars Party

Mad Science

Battle of the Books

LEGO Mindstorms

Scratch

Build It

Tie-Dye T-Shirts

Movies: Finding Dory,

Jessie Haas (at BE Elementary)

**Adult Programs**

Mark Moran Antiques Appraisal

Music & Memory

The Ho-Chunk Nation's Perspective on the Former Badger Army Ammunition Plant Lands

Growing Tomatoes in Dane County

Bard on Broadway

Iron Butts & Frozen Bodies

Coffee With A Cop / Sample Days

Quilts of Valor

Leopold Bench Building Workshop

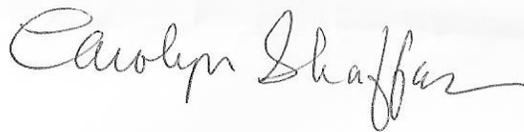
Medicine as Wolf

Legend Lake film discussion

Trivia Night

Everything you wanted to know about Indians but were afraid to ask book discussion led by Ada Deer

Respectfully Submitted,

A handwritten signature in cursive script that reads "Carolyn Shaffer". The signature is written in black ink on a light-colored background.

Carolyn Shaffer