



# Black Earth Public Library

## 2016 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 demonstrate trends experienced within our library and feature highlights over the past year.

### **New and Noteworthy**

This year, the library became a "content creator." Through staff training in Reader Advisory, we have all become a little bit better at using available resources to help readers select new titles to enjoy. However, Donna Vought began a section on the library web site called "Donna's Suggestions" where she maintains a collection of her book reviews. Furthermore, this has grown into a biweekly column, highlighting one or two book reviews in the *News Sickle Arrow*, called the "Book Nook." We are proud to have this contribution to the community in the paper and online.

Also, in 2016 a new resource the library has created is the Library Recipe Club archive. Michelle Zander has led this effort and it has grown to include a monthly Sample Day to coincide with the monthly Coffee With a Cop event. Featured recipes are available to sample one day a month and available online with photos on the library web site, and a developing Pinterest page.

Kirsten Rogers was busy, as always, but managed to create some new fun programs, too. Play Literacy Play Dates were a highlight that brings in many families with preschoolers and babies. Busy Bags are a new feature of the collection, too. She created these kits for children to check out and play and learn many concepts through play with a variety of activities with various props. She also started incorporating Play Literacy toys into the Children's Area for kids to play with throughout the year, not only during special programs.

Adult programming got a continued boost in 2016 through our participation in Beyond the Page. I was able to implement a successful grant which brought Melissa Holbrook Pierson, the Wisconsin HotRod DJs, Michael Perry and the Longbeds, as well as Tom Cotter to four libraries/communities from April through September. We also hosted Patrick Jung, the author of *The Battle of Wisconsin Heights, 1832: Thunder on the Wisconsin*, about this battle of the Blackhawk Wars, along with a battleground tour, as part of the Beyond the Page grants.

After decades of plain yellow library cards, we also got new library cards with the new logo created by Matt Laznicka.

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

The Friends of the Library were also busy doing new things in 2016. Highlights include raising funds for tutor.com and negotiating a final contract to end the service in June of 2018. They raised funds at a literacy fund drive at Roxbury Tavern in the fall. They continue to host Mark Moran's antiques appraisal event and the annual Trivia Night with the Friends of the Mazomanie Free Library. Before Christmas, they arranged to have coffee mugs designed, and produced for sale, with a design from the mural in the children's area by Matt Laznicka. The Friends have also begun to revamp their sale area in the library and started coordination of handling library discards through the annual book sale, in light of recent developments restricting our placement of said discards.

### ***Community Outreach***

We received a grant through the Wisconsin Department of Human Services to become certified in Music & Memory services. Volunteers from the Friends will be joining us in this effort. We have great resources in Heartland Community Village, which is already a certified provider, and the Northwest Dane staff, which has one on the statewide Music & Memory administrative board. We have also applied for a grant through Dane County Library Service (and LSTA – Library Services & Technology Act) to participate in Memory Cafés, so if successful, this will be an additional method of reaching individuals that may be eligible to participate. Training via a three-day webinar took place in February 2017.

The Coffee with a Cop and Library Recipe Club Sample Day has also been an excellent way to stay involved in the community at large.

In 2016, we were unable to attend school registration due to a conflicting Summer Library Program event and school registration's earlier than usual date in August. We attended school assemblies at all three schools in 2016, however, in the spring through the Rope Warrior's fitness presentation which was sponsored by our grant from Sauk Prairie Healthcare Foundation on behalf of the public libraries.

The Black Earth Children's Museum coming to town will open up new opportunities as well. With their housing Heights Unlimited and now taking on the Dane County Timebank, we will likely have many volunteer opportunities and ways to serve families in the community with educational and recreational library services through these collaborations. The museum is likely to be the location of the Friends' 2017 Trivia Night, as well.

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

2016 saw the start of a small building project plan. Elizabeth Cwik (BWZ Architects) began a study of expanding the library office area and the children's area, including a new emergency exit, in August. The plan would expand these areas to the original footprint of the building which was not possible in 1990 when the building was erected due to existing residential property on the land which is now the parking

lot. The final proposal will be presented at the March 2017 library board meeting and from there it will go to the Village Administrator for consulting on the bidding process and financial/grant planning.

In January 2016, we rolled out MyPC, which is our new time-management software for the patron PCs. It has been a smooth transition. Also implemented in 2016 is the iBoss-filtering software, which allows us to receive E-rate technology discounts on future wiring projects and technology, as well as be compliant with the Child Internet Protection Act.

When Diane Rose, a beloved retired teacher and regular library visitor, passed away in April 2016, her family created a memorial fund to go to the public library. When asked what we would like to have funds for, we replied that we would like to replace the computer desk which she used almost daily, as it was unfortunately small and unattractive. The new Diane Rose Memorial computer desk, which was custom built by Aaron Maes of Rugged Cross, LLC, features an inlaid rose at the position at the desk where Diane used to sit.

## **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.

## **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 2016, the Black Earth Public Library marked 26 years in the municipal building on Mills St. and 108 years of service in Black Earth (established in 1908).

## **2016 Library Board Members**

President – Angie Updike  
Vice-President – Gary Schuetz  
Secretary - Heather Reader  
Treasurer - Brian Klaschus  
Village Representative - Ted Pritchett

## **The Budget**

The 2016 operating revenue of the library can be broken down as follows:

Village of Black Earth \$102,553  
Dane County \$45,575  
Other Counties \$10,215  
All Other (including investments, Friends donations and grants) \$53,332  
Total \$211,675

The 2016 operating expenditures of the library can be broken down as follows:

Salaries and Wages \$85,963  
Employee Benefits \$19,183  
Library Materials \$27,211

All Other \$153,919  
Total \$181,130

The capital revenue/expenditures of the library can be broken down as follows:  
Revenue/Expenditure: None in 2016  
Totals \$0

## **Statistics**

Circulation: 34,837

The library circulated 34,837 items in 2016 which is a -.8% decrease from 2015 (this number does not include the checkout of 1,373 digital items). Overall, there has been over 1,600% increase in use of electronic formats since collection of statistics began in 2010.

The circulation can be broken down as follows: 22,820 adult items were circulated and 11,750 children's items were circulated. Digital circulation appears in parentheses. These figures can be further broken down into e-book, e-audio, and now e-video downloads.

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**

2016 2,014  
2015 2,149  
2014 2,431  
2013 2,900

## **Wireless Internet Usage**

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

Internet computer and wireless internet usage, although once thought to have been increasing as circulation figures decreased, seem to also be decreasing. Internet computer use has dropped about 30% since 2013 and wireless computer use has dropped 15% since its introduction to the annual report in 2014. We introduced a hotspot pilot project in 2016 and will try to determine if this assists individuals that have limited internet access at home. Some schools are now issuing hotspots for children to take home to complete homework in rural areas with limited internet availability.

## Digital Magazine Collections

Magazine download statistics from Flipster are not available on a per library basis. This is likely to change at the beginning of 2018. Currently, the system-wide statistics are totals by month. For example, in December 2016 there were 1319 online views of magazine titles and 279 downloads of all titles. *People Magazine* is by far the most popular title, with a distant second being *US Weekly*.

### Number of Registered Borrowers:

In 2016 there were 670 registered Black Earth card holders and 439 nonresident registered card holders for a total of 1,109. 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 27,208 times in 2016. This number is based on the figures from the door counter (which we started using mid- 2015), reported each month, and is an increase of approximately 7% from last year (which was extrapolated).

On average, over 85 people pass through library door each day.

Interlibrary Loans: We supplied 22,681 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 65% of our total circulation of 34,837. Alternatively, nearly 40% of our total circulation to local library users is from materials that belong to other libraries. 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 1,570 items to the library collection in 2016 and withdrew 1970 items (not including magazines). We have 400 fewer total items in 2016 than we did in 2015, so we weeded about 1.25 for each item that we added.

Our library houses books, audiobooks, videos and other items for a total of 19,473 items.

Electronic books, e- audiobooks and e-videos are part of the 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 188,919 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 2016.

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.

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

### **Programs:**

The library held 174 programs for people of all ages. The attendance for the year was 2,124. There were 135 programs for children, 10 for young adults and 29 for adults. Attendance for Children's programs was 1,723, seventy-four (74) for Teens and 327 for Adults. This represents an increase of 39% in number of programs for children and 38% for adults. It also represents a decrease in number of participants of 5.9% for children and 33% for adults, in spite of the increase of number of programs. This just seems to be an effect of specific special programs having high attendance in the previous year, and smaller, more reasonably sized attendance at a great number of events in 2016.

### **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 130 children and teens registered for the Summer Reading Program.

#### **Completions Numbers**

Grade School **Total: 81 (62%)**

Teen/High School: **Total: 8 (33%)**

Grade School participants read five books or five hours for each of four levels, thus they read up to 1620 hours or books altogether. Tweens/Teens read for 170 hours this summer.

Compared to last year, we had 3 more babies, 17 fewer grade schoolers and 10 fewer teens sign up. However, only 2 fewer grade schoolers completed the program, though only half high school registrants completed their summer reading records.

### **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 and Pinterest

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



## **2016 BOOK CLUB SELECTIONS**

Jan, 2016 Good Omens: The Nice and Accurate Prophecies of Agnes Nutter, Witch Terry Pratchett and Neil Gaiman

Mar, 2016 Too Close to the Falls Catherine Gildiner

Apr, 2016 The Bookseller of Kabul Asne Seierstad

June, 2016 Franklin and Winston Jon Meacham

July, 2016 Jayber Crow Wendell Berry

Aug, 2016 Restless William Boyd

Oct, 2016 Evicted Mathew Desmond

Nov, 2016 Mrs. Kennedy and Me Clint Hill

## **PROGRAMMING**

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

Battle of the Books

Cookie Decorating

Crafternoon

Double Dutch Jump Rope

Early Release Craft Day

Flying Creature Creations

Fortune Teller Cards

LEGO Club

Mario Kart Races in the Park

Messy Mondays

Mommy & Me Cooking

Move It Mondays

Movie Day & Popcorn Bar

Nature Cat

Pint Size Polkas (sponsored by the Friends of the Black Earth Library)

Rope Warrior (sponsored through funds from the Sauk Prairie Healthcare Foundation)

Sewing Night

Silly Olympics

Tie Dye T-Shirts

Toddler and Preschool Storytime

Trash to Treasure Crafts

Wii Games & Minecraft

Winter Crafts

**Adult Programs**

Mark Moran Antiques Appraiser (sponsored by the Friends of the Black Earth Library & the Friends of the Mazomanie Free Library)

Coffee with a Cop/Library Recipe Club's Sample Days, monthly since May 2016

Cuba Trip by the Stanfields

Maximizing Garden Output

*Girl Meets Bike* movie screening

Melissa Holbrook Pierson presentation

A Wee Cookbook, presentation by Yvonne Hooks

Subversive Substitution Bake Off

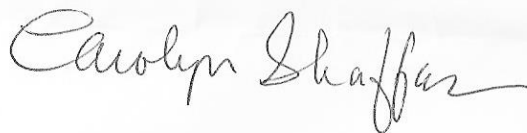
Pickling Party

Standing Rock Pipeline Opposition presentation by Arnold Chevalier and David Stanfield

Evicted, streaming video presentation

Printing press/die cut holiday cards workshop

Respectfully Submitted,

A handwritten signature in black ink that reads "Carolyn Shaffer". The signature is written in a cursive style with a long, sweeping tail on the letter 'f'.

Carolyn Shaffer