



**Community Meeting Room, 5647 Broad Street, Greendale, WI 53129**

1) Call to Order	
2) Compliance with Open Meetings Laws: A quorum of the Village Board of Trustees may be in attendance but no formal Board action will be taken.	
3) Public Comments	
4) Approval of the Minutes: December 18, 2019 meeting	ACTION
5) Approval of Financial Reports:	ACTION
a) Check Register: December 2019	
6) Review of Financial Statements:	
a) Expenditures to Actual Comparison: December 2019	INFORMATION
b) Revenue to Actual Comparison: December 2019	INFORMATION
c) Balance Sheet: November 2019	INFORMATION
7) New Business:	
a) Discuss Fine-free youth overdues at Wauwatosa MEMO, ATTACHMENT	DISCUSSION
8) Informational and Discussion Items:	
a) Director's Report	
b) Library Staff Reports	
c) President's Report	
d) Foundation/Friends Board Report	
9) Correspondence	
10) Adjournment	

In an effort to make public meetings accessible to everyone, upon reasonable notice, the Village will attempt to accommodate the needs of persons with disabilities through sign language interpretation or other auxiliary aids. For additional assistance, please contact the Greendale Public Library at 423-2136

**Library Board Minutes  
GREENDALE PUBLIC LIBRARY  
Wednesday, December 18, 2019**

President Amidzich called the Regular meeting of the Greendale Public Library Board of Trustees to order at 5:30 PM.

Trustees Present: Dombrowski, Genz, Huberty, Jensen, Unger  
Excused: none  
Also Present: Van Klooster- Library Director

Library Director Van Klooster stated that the Agenda for this meeting had been published in compliance with the Open Meetings Law.

**PUBLIC COMMENTS**

NONE

**APPROVAL OF THE MINUTES**

Trustee Unger moved, Trustee Jensen seconded approval of the November 20, 2019 minutes.

Ayes: All  
Noes: None  
Motion to approve: Carried

**APPROVAL OF FINANCIAL REPORTS**

Check Register: November 2019

Trustee Dombrowski moved, Trustee Unger seconded approval of the November 2019 expenditures in the total amount of \$4785.53

Ayes: All  
Noes: None  
Motion to approve: Carried

*\* Trustee Genz arrived at 5:40PM*

**REVIEW OF FINANCIAL STATEMENTS**

- a) Expenditures to Actual Comparison: November 2019
- b) Revenue to Actual Comparison: November 2019
- c) Balance Sheet: October 2019

**UNFINISHED BUSINESS**

- a) 2020 Library closings calendar

Trustee Jensen moved, Trustee Dombrowski seconded approval of the 2020 Library closings calendar as presented. Genz suggested that a survey be used to evaluate the public's interest in having the library open on NYE 2020/2021. Several others agreed that this is a good idea.

Ayes: Dombrowski, Genz, Huberty, Unger  
Noes: Amidzich, Jensen  
Motion to approve: Carried

**NEW BUSINESS**

- a) Library Director's 2019 project plan update

Van Klooster reviewed his memo. Board members expressed no issues or concerns.

- b) Library Director's 2020 project plan update

Van Klooster reviewed his memo. Board members expressed no issues or concerns.

- c) Strategic Plan quarterly update

Van Klooster reviewed the format of the worksheet he plans to use to track progress on the Plan. Amidzich suggested that the Health Department may have some vital statistics to share. Jensen said she has experience with marketing plans, and has contact information for a graphic designer if one is needed. The Greendale Historical Society also has connections to a local graphic designer.

### **INFORMATIONAL AND DISCUSSION ITEMS**

- a) Director's Report: no discussion
- b) Library Staff Report: highlighted World Languages collection, noting it is physically separate from other collections
- c) President's Report: no discussion
- d) Friends/Foundation Report: Unger noted that the Friends have already received over \$2200 in memberships from the November drive. Membership forms were distributed with the Village Views Newsletter.

### **CORRESPONDENCE**

NONE

### **CLOSED SESSION**

Trustee Jensen moved, Trustee Genz seconded convening in Closed Session pursuant to Wisconsin State Statute Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. *Specifically, to discuss the 2020 Library Salary Plan.*

### **RETURN TO OPEN SESSION**

Trustee Dombrowski moved, Trustee Jensen seconded returning to OPEN SESSION

Ayes: All  
Noes: None  
Motion to approve: Carried

- a) 2020 Library Salary Plan

Trustee Huberty moved, Trustee Dombrowski seconded adoption of the 2020 Library Salary Plan, with no preference for one format over the other presented.

Ayes: All  
Noes: None  
Motion to approve: Carried

### **ADJOURNMENT**

The meeting adjourned at 6:25 PM.

GL Period	GL Acct No	GL Account	Check Issue Date	Check Amount	Invoice Number	Description
<b>56150</b>						
<b>HOUSE OF CORRECTION FISCAL</b>						
12/19	07-51-75031	LIBRARY PROGRAMS	12/06/2019	189.00	3028	SRP EVENTS-LIBRARY
Total 56150:				189.00		
<b>56152</b>						
<b>MILWAUKEE COUNTY FEDERATED</b>						
12/19	07-51-51200	OPERATING EQUIPMENT	12/06/2019	351.87	FL-03248	RECEIPT PRINTER
Total 56152:				351.87		
<b>56153</b>						
<b>MILWAUKEE COUNTY HISTORICAL</b>						
12/19	07-51-75031	LIBRARY PROGRAMS	12/06/2019	100.00	LUNCH AND LE	LUNCH AND LEARN AT THE LIBRARY
Total 56153:				100.00		
<b>56157</b>						
<b>OFFICE COPYING EQUIPMENT LTD</b>						
12/19	07-51-51200	OPERATING EQUIPMENT	12/06/2019	254.65	AR97074	COPIES
12/19	07-51-51200	OPERATING EQUIPMENT	12/06/2019	218.96	AR99532	COPIES
Total 56157:				473.61		
<b>56164</b>						
<b>SCHWAAB INC</b>						
12/19	07-51-55100	OFFICE SUPPLIES	12/06/2019	124.69	C069869	STAMPS
Total 56164:				124.69		
<b>56171</b>						
<b>BIBLIOTHECA LLC</b>						
12/19	07-00-123070	PREPAID ITEMS	12/13/2019	9,966.20	US24970	RFID SERVICE AGREEMENT
Total 56171:				9,966.20		
<b>56175</b>						

GL Period	GL Acct No	GL Account	Check Issue Date	Check Amount	Invoice Number	Description
DIGICORP INC						
12/19	07-00-123070	PREPAID ITEMS	12/13/2019	900.00	330493	WIFI 5YR SUPPORT
Total 56175:				900.00		
122312787						
ACH WE ENERGIES						
12/19	07-51-57100	UTILITIES	12/19/2019	1,918.38	12022019	5647 Broad-5650 Parking St-Library
12/19	07-51-57100	UTILITIES	12/19/2019	119.92	12022019	5647 Broad-5650 Parking St Library
Total 122312787:				2,038.30		
Grand Totals:				14,143.67		

Account Number	Account Title	Current Month Actual	2019 Current Budget	2019 Current year Actual	Remaining	% of Budget
07-51-42100	SALARIES - REGULAR	17,245.75	231,687.00	226,076.57	5,610.43	97.58%
07-51-42200	SALARIES - TEMPORARY	12,080.29	161,857.00	149,512.04	12,344.96	92.37%
07-51-42300	SALARIES - OVERTIME	.00	.00	194.13	194.13-	.00
07-51-45100	HEALTH INSURANCE	4,970.26	60,400.00	58,045.54	2,354.46	96.10%
07-51-45200	LIFE INSURANCE	32.64	400.00	548.57	148.57-	137.14%
07-51-46100	SOCIAL SECURITY	1,232.70	18,457.00	16,530.97	1,926.03	89.56%
07-51-46200	WRS EMPE/EMPR	1,388.32	19,499.00	18,670.19	828.81	95.75%
07-51-46300	MEDICARE	392.78	5,707.00	5,078.75	628.25	88.99%
07-51-51200	OPERATING EQUIPMENT	825.48	21,320.00	14,020.43	7,299.57	65.76%
07-51-53920	MCFLS COMPUTER CONTRACT	.00	20,900.00	20,526.00	374.00	98.21%
07-51-55000	COMMUNICATIONS	.00	.00	.00	.00	.00
07-51-55100	OFFICE SUPPLIES	124.69	9,500.00	8,049.06	1,450.94	84.73%
07-51-56100	MEMBERSHIP DUES	.00	6,310.00	950.00	5,360.00	15.06%
07-51-56300	TRAINING	.00	2,500.00	3,190.35	690.35-	127.61%
07-51-56500	ADULT BOOKS	.00	25,000.00	23,727.66	1,272.34	94.91%
07-51-56501	YOUNG ADULT BOOKS	.00	1,500.00	1,463.75	36.25	97.58%
07-51-56502	ADULT AUDIO BOOKS	.00	600.00	757.67	157.67-	126.28%
07-51-56503	ADULT LARGE PRINT	.00	1,000.00	441.21	558.79	44.12%
07-51-56504	YOUTH BOOKS	.00	21,000.00	24,787.59	3,787.59-	118.04%
07-51-56505	YOUTH MEDIA	.00	.00	.00	.00	.00
07-51-56506	SERIALS	.00	4,000.00	4,408.13	408.13-	110.20%
07-51-56508	MCFLS DATABASES	.00	9,200.00	7,511.00	1,689.00	81.64%
07-51-57100	UTILITIES	2,038.30	26,250.00	23,714.31	2,535.69	90.34%
07-51-61100	MAINT SUPPLIES-BUILDING	237.05	8,150.00	5,112.98	3,037.02	62.74%
07-51-75023	LIBRARY - MCFLS RECIP EXP	.00	9,300.00	9,727.46	427.46-	104.60%
07-51-75028	LIB DONATION PURCHASE	.00	13,000.00	9,891.16	3,108.84	76.09%
07-51-75031	LIBRARY PROGRAMS	289.00	10,000.00	8,410.18	1,589.82	84.10%
07-51-83000	CAPITAL OUTLAY-EQUIPMENT	.00	10,000.00	10,959.67	959.67-	109.60%
07-51-83100	LIBRARY RFID FUND	.00	.00	.00	.00	.00
07-51-83200	CLC JOINT EXPENSE	.00	.00	.00	.00	.00
07-51-83300	LB TO CLC CONTRIBUTION	.00	.00	.00	.00	.00
07-51-83400	LIBRARY LIGHTING	.00	.00	.00	.00	.00
07-51-83500	SERVICE AGREEMENT	.00	.00	.00	.00	.00
07-51-92900	MISCELLANEOUS	.00	1,000.00	574.36	425.64	57.44%
Total LIBRARY:		40,857.26	698,537.00	652,879.73	45,657.27	93.46%
Net Grand Totals:		40,857.26-	698,537.00-	652,879.73-	45,657.27-	93.46%

Account Number	Account Title	12/19 Current Month Actual	2019 Current Budget	2019 Current year Actual	Remaining	% of Budget
<b>LIBRARY FUND</b>						
07-00-21102	PROPERTY TAX LEVY	.00	630,000.00	630,000.00	.00	100.00%
07-00-21123	LIBRARY - MCFLS RECIP	.00	9,300.00	10,849.61	1,549.61-	116.66%
07-00-22515	DONATIONS LIBRARY	596.74	13,000.00	11,511.07	1,488.93	88.55%
07-00-22958	LIBRARY COPIER SALES	312.32	5,000.00	4,819.30	180.70	96.39%
07-00-22959	LIBRARY FINES	409.86	11,000.00	13,132.19	2,132.19-	119.38%
07-00-22960	LIBRARY BOOK CHARGES	50.00	1,000.00	1,889.66	889.66-	188.97%
07-00-22965	CLC REVENUES	.00	.00	.00	.00	.00
07-00-22968	OTHER REVENUES	86.00	1,000.00	1,183.99	183.99-	118.40%
07-00-29900	OPER TRANS IN/OUT	.00	.00	.00	.00	.00
Total 07:		1,454.92	670,300.00	673,385.82	3,085.82-	100.46%
Net Total LIBRARY FUND:		1,454.92	670,300.00	673,385.82	3,085.82-	100.46%
Net Grand Totals:		1,454.92	670,300.00	673,385.82	3,085.82-	100.46%

VILLAGE OF GREENDALE  
BALANCE SHEET  
11/30/2019

ASSETS

07-00-111000	CASH DEPOSIT	\$ 103,496.87
07-00-111080	PETTY CASH	\$ 200.00

TOTAL ASSETS	\$ 103,696.87
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LIABILITIES AND EQUITY

LIABILITIES

07-00-151200	ACCRUED PAYROLL SALARIES	\$ -
07-00-151210	ACCOUNTS PAYABLE	\$ 2,288.09
07-00-151260	DEFERRED REVENUES - TAX	\$ 0.00
07-00-151280	ACCUMULATED VACATION PAYABLE	\$ -
07-00-151290	ACCUMULATED SICK LEAVE PAYABLE	\$ -
07-00-172020	DUE TO/FROM 2 EQUIP REPL	\$ -
07-00-172090	DUE TO/FROM 60 TRUST AGENCY	\$ (0.00)
07-00-172200	DUE TO/FROM FOUNDATION	\$ -
07-00-224000	ADVANCE FROM GENERAL FUND	\$ 0.00
TOTAL LIABILITIES	\$ 2,288.09	

FUND EQUITY

07-00-170000	FUND BALANCE	\$ (46,080.08)
	REVENUES OVER EXPENDITURES- YTD	\$ (59,904.88)
TOTAL FUND EQUITY		
TOTAL LIABILITIES AND EQUITY	\$ (105,984.96)	
	\$ (103,696.87)	



# GREENDALE PUBLIC LIBRARY BOARD MEMO



Date: 1/13/19

To: Library Board

From: Brian Van Klooster, Library Director

Re: ***Agenda item # 7a: Fine-free youth overdue fines from Wauwatosa***

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## **Attachments:**

- Wauwatosa flyer-‘Eliminating overdue fines on children’s library materials’

## **Discussion:**

Wauwatosa implemented fine-free youth overdue fines for all Wauwatosa youth materials in January after approximately two years of discussion. Shorewood and Cudahy said they are also planning to pursue this in the coming 1-2 years.

Justification-constantly declining overdue revenue in general, increased access to library materials, and other reasons outline on the attached flyer.

Revenue impact-      Total projected annual overdue fines for next year

- Average annual revenue from youth materials overdue fines (5 yr average)
- Library 1-year deferred CIP project concession (\$14k)

   = difference made up by property tax appropriation increase

Per MPL experience with UMS Materials Recovery, after 180 days of recovery attempts, recovery of outstanding fees and materials is 0% successful. This primarily relates to Milwaukee residents, but materials recovery often affects County residents because MPL patrons have items out from City and Suburban libraries.

Work was done to communicate this proposal to municipal officials and trustees to be sure there was support before it was pursued with vigor.

Follow up impact- Now studying differences between children’s materials return rates and checkouts compared to previous years to measure difference

## **Fiscal implication:**

Greendale-                      2019 Greendale youth overdue fines paid = \$11,300

## **Library Director’s recommendation:**

None at this time, FYI

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# ELIMINATING OVERDUE FINES ON CHILDREN'S LIBRARY MATERIALS: IMPROVING ACCESS TO YOUR LIBRARY

## What We're Doing:

- The Wauwatosa Public Library (WPL) is no longer assessing overdue fines on WPL's Children's Library materials.
- WPL is waiving all existing overdue fines on previously returned Children's Library materials.
- Overdue fines will still be assessed on all other WPL materials.
- Materials from other libraries are subject to that library's lending policy and may accrue overdue fines.

## How It Works:

Overdue fines will not be assessed on Children's Library materials. We really just want the materials back for others to use! Materials that are overdue will be handled according to the Library's overdue timeline.

### Wauwatosa Public Library Overdue Timeline



#### 3 days before due date:

Three days before items are due, we send courtesy reminders via email or text message. Sign up for email and text notifications to get these reminders.



#### 1 day late:

Items are considered late after the due date has passed. When items are 1 day overdue, we send an overdue reminder via text message. Please return overdue items so others are able to use them.



#### 7 days late:

When items are 7 days overdue, we send overdue reminders via email and text message.



#### 14 days late:

When items are 14 days overdue, we send overdue reminders via email and text message. If you don't receive email notifications, we will send you an overdue reminder via telephone or mail.



#### 28 days late:

When items are 28 days overdue, library cards can't be used to checkout items until the overdue items are returned or paid for. The Library sends a statement of charges via email or text message. If you don't receive email notifications, we will mail you a statement of charges.

## Background Information:

- Since 2017, Library staff and the Library Board have been talking about eliminating overdue fines as a way to make the library more accessible to the people we serve.
- Library staff conducted research on the topic. We analyzed usage and financial data. We read articles. We looked at other libraries that went fine-free and examined why they made their decisions.
- Based on this research, Library staff recommended that the Library Board closely examine overdue fines at WPL.
- The Library Board voted in June 2019 to eliminate overdue fines on Children's Library materials.
- The Library Board voted in November 2019 to waive existing overdue fines on Children's Library materials.

## WPL has already taken steps to decrease the impact of fines:

- ✓ We standardized checkout periods to simplify lending rules.
- ✓ We improved due date and overdue notifications to make it easier to know when items need to be returned.
- ✓ We improved renewal options to make it easier to extend loan periods in the library, by phone, email, and text.
- ✓ We no longer block patrons from using essential Library resources such as public computers and databases if they have fines and fees.
- ✓ E-materials, like e-books and digital magazines, have never accrued fines.

## In 2019, the American Library Association...

passed a resolution that monetary fines present an economic barrier to access of library materials and services and encouraged libraries to scrutinize fines for potential barriers to access.



In the summer of 2019, over 70% of blocked WPL library cards were blocked solely because of overdue fines. These individuals had returned all of their library materials.

## Overdue fines are not effective.

Studies have shown that small overdue fines do not have any impact on return rates.

"The scant research on the value and impact of library fines and fees does not indicate a clear benefit of administering these policies, and they may be costly to enforce."

-Removing Barriers to Access  
(Colorado State Library White Paper)

## In fine-free libraries, people still return items.

- **Library users still need to return library items**, and will still receive reminders when a due date approaches and has passed.
- Libraries that eliminate overdue fines will still block accounts of library users who do not return materials.
- Most libraries still collect fees for lost and damaged items.

## Other libraries have taken steps to eliminate overdue fines.

The Milwaukee and Madison Public Libraries have had fine-free children's collections for many years. Other public libraries that have recently eliminated overdue fines on children's materials include Waukesha, Chicago, Boston, St. Paul, Dallas, Phoenix, and San Francisco.

## What's the financial impact for Wauwatosa residents?

Eliminating overdue fines on Children's Library materials adds \$36,000 per year to the Library's municipal appropriation. The impact of this increase on the property tax bill of an average home would be \$1.54 per year, or \$0.13 per month. The average home value in Wauwatosa is \$267,000. Visit [wauwatosa.net](http://wauwatosa.net) for more information on the City's budget.



## **CITY OF WAUWATOSA**

7725 WEST NORTH AVENUE  
WAUWATOSA, WISCONSIN 53213  
[www.wauwatosa.net](http://www.wauwatosa.net)

### **Contact:**

Eva Ennamorato  
Communications Specialist  
[eennamorato@wauwatosa.net](mailto:eennamorato@wauwatosa.net)  
(414) 479-8916

## **Wauwatosa Library Eliminates Overdue Fines on Children's Library Materials**

(December 9, 2019) As a means to improve access to the library, the Wauwatosa Library Board made the decision that the Wauwatosa Public Library will no longer collect overdue fines on their Children's Library materials, effective December 9, 2019.

Since 2017, Library Board trustees and library staff have been researching eliminating overdue fines as a way to make the library more accessible to the community. The research shows that small fines do not have any impact on return rates. Additionally, the American Library Association passed a resolution in 2019 that monetary fines present an economic barrier to access of library materials and services and encouraged libraries to scrutinize fines for potential barriers to access. In the summer of 2019, library staff found that over 70% of blocked Wauwatosa Library cards were blocked solely because of overdue fines. These individuals had returned all of their library materials.

"Part of our library's mission speaks to equitable access to information and encouraging lifelong discovery. Having overdue fines on children's items was in conflict with that mission," says Library Board President Bill Andrae.

Patrons will no longer be assessed overdue fines on Children's Library materials that are returned late, and existing overdue fines on Children's Library materials are being waived. Patrons will still be charged for unreturned items, and they won't be able to check out any additional materials until they return the items or pay the replacement fee. The Wauwatosa Public Library sends reminders when a due date approaches and has passed. These come in the form of a text, email, or phone call, depending on your communication preferences. Those with existing overdue fines on Wauwatosa Children's Library materials will not have to pay those fines.

The Wauwatosa Library will still issue overdue fines for other materials outside of the Children's Library. Also, materials from other libraries are subject to that library's lending policy and may accrue overdue fines.

Eliminating overdue fines on Children's Library materials adds \$36,000 per year to the Library's portion of the city budget. The impact of this increase on the property tax bill of an average home would be \$1.54 per year, or \$0.13 per month.

###

The City of Wauwatosa, population 48,000, is the hub of what's happening now. Wauwatosa is central to the Metro-Milwaukee region and is a destination retail and office development center. Home to a talented and skilled workforce, Wauwatosa is pivotal to innovation in medical research, information technology, and advanced manufacturing. Wauwatosa offers vibrant and well-established housing choices, always walkable to shops, restaurants and entertainment. Our engaged citizenry with over 30 neighborhood associations make Wauwatosa's neighborhoods some of the best in the Midwest.

# GREENDALE PUBLIC LIBRARY

## DIRECTOR'S REPORT



Date: 1/18/20  
To: Library Board  
From: Brian Van Klooster, Library Director  
**Re: Directors' Report: Dec 2019/Jan 2020**

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### General updates:

- \$955 raised for library materials from holiday giving tree
- New CountyCat Mobile app launched in late December. Nearly two months without an app revealed surprisingly how many people interact with the library exclusively through their mobile device and depend on this method for library use. New app is much improved over the alternative and is an example of the value we receive from allowing MCFLS to retain a higher percentage of state aid than previous years.
- 2019 circ and patron count stats in attached graph. Overall increases returning to 2016/2017 levels, pre-hours-reduction.

### Programs:

- Most youth programming resumes February.

### Staffing updates:

- Librarian interviews will be complete 1/14 with 6 candidates interviewed.

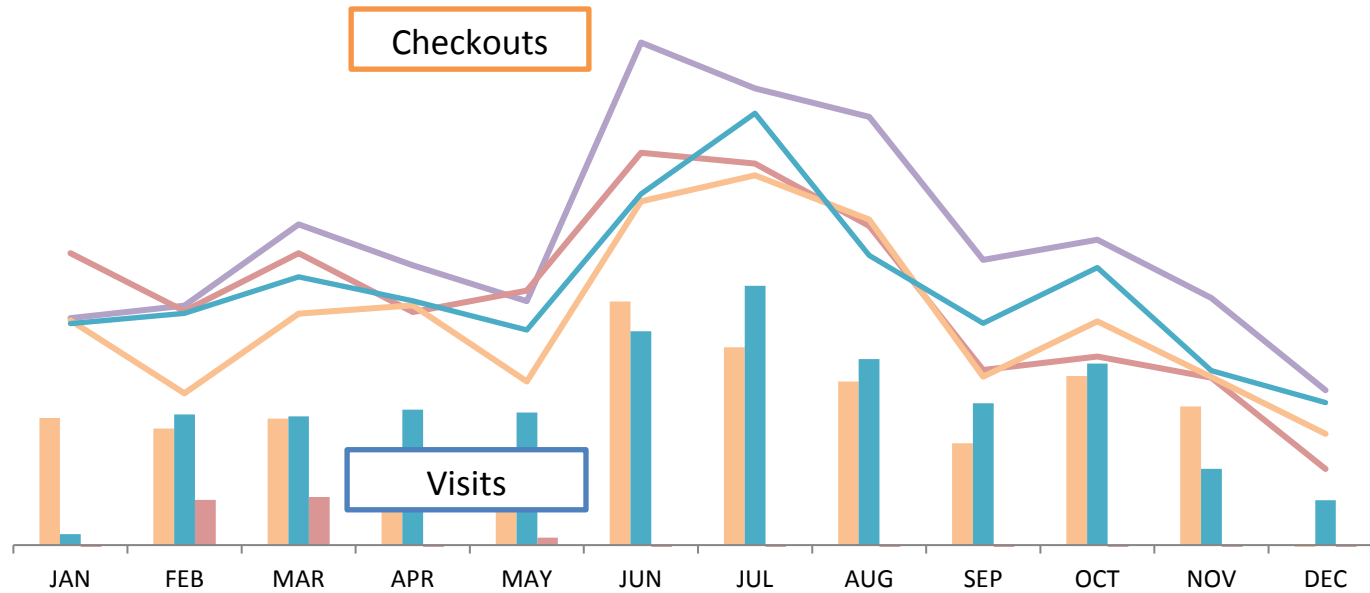
### Meetings attended:

- 1/9, MCFLS LDAC
- 1/10, CLC Directors
- 1/7, Diversity Programs Team (Kayla attended)

### Meetings upcoming:

- Planning to send at least 1 librarian to a national or state conference this year

## Monthly Usage Report



	Total Annual Checkouts	% Change from Previous
2016	21,367	10%
2017	18,727	-12%
2018	18,880	1%
2019	18,015	-5%

	Total Annual Visits	% Change from Previous
2016	not collected	na
2017	not collected	na
2018	168,963	na
2019	171,742	2%

## GREENDALE PUBLIC LIBRARY STAFF REPORT



Date:

To: Library Board

From: Brian Williams-Van Klooster, Library Director

Re: **Staff Report:**

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### Memo from Lisa Reinke, Youth Services Librarian:

- Attached

### Teen Services (Tara):

- Attached

### Circulation Services (Julie):

- In a continuing effort to improve the appearance of our front desk we purchased and installed privacy screens to hide cords and other miscellaneous desk items. The result is a less cluttered service desk! (see attached pic)
- On December 17th Jenifer and Martha attended a MCFLS training held at North Shore library on Create Lists, a report generating feature of Sierra.
- The winter months are a great time for the Circ staff to get some projects done. The shifting of the Fiction collection was completed, and a Non-Fiction shifting project was begun. Clerks have also continued to work on refreshing the condition of Picture books which is making the collection look just like new!





# Board Report

## Tara Jordan, Teen and Adult Services Librarian

### Adult Programs

- Color Me Calm-January 6th

Every first Monday of the month we host an adult coloring group. This month 20 people attended the coloring session.

- Tech Tuesday-January 7th

This program is a partnership with the High School that provides library patrons with the opportunity to get one on one help with their technology questions. During this past sessions the students helped patrons learn how to block people on Facebook, delete files, and send file attachment through gmail.

### Teen Programs

- Anime Hangout and Japanese Snack Taste Test– December 12th

Teens tried and rated snack food from Japan and other Asian countries and watched anime.



### Displays

- January 27th is International Holocaust Remembrance Day and two displays were put in teen to recognize the event and highlight materials in the collection that speak to the Holocaust and Holocaust survivors.





- The Milwaukee County Teen Book Award (MCTBA) is an annual award that allows teens to vote for the best book of the year. I created a MCTBA display in teen to showcase the current nominees and the nominees and winners of previous years. The display includes a ballot box where teens can vote.



- I also put a Milwaukee County Teen Book Award ballot box in the library at Greendale Middle School and a ballot box in the library of Greendale High School. Pictured below is the ballot box at the GMS.



## Other Projects

- Worked with Children's Librarian to create new cataloging procedures and processes for new World Languages collection
- Started a weeding project in Teen Non Fiction; our Teen Non Fiction collection gets good use however we are running out of space to accommodate the collection
- Reached out to English teachers at the GHS to inform them about MCTBA and ask them to encourage their students to vote

# December 2019 Youth Services Highlights

## Planning for World Languages Section

- Worked with Tara, catalog and processing lead employee, to continue planning for ease-of-use by patrons
- Ordered more books in Spanish, Arabic, Korean, Chinese, and French languages

## Dickens

- Over 200 crafts completed
- Many positive comments about craft because it was enjoyed by all ages (preschool through tweens)

## Winter Break Programming (December 26-30th)

- Over 60 people participated in the programming, which included Bingo, Lego Club and Disney Karaoke/Disney Crafts
- Emily Wawer, youth reference associate, planned and implemented the karaoke part of the program, which was well received and everyone participated!



Dickens Craft



Disney Karaoke and Crafts