

**Manager Highlights  
March 2025**

**FACILITIES DEPARTMENT  
STACEY BIALEK**

**MISSION MOMENT**



Thanks to all the sponsors, supporters, presenters, and staff that helped put out another captivating season of Great Decisions for 2025. It was normal for visitors to prolong the interesting topics way beyond even after the library had closed. Pockets of people would gather in the parking lot and further discuss the topic of the evening sometimes even in unpleasant weather! Just another way the library shines as a solid partner for the educational, recreational, & cultural needs of our community.

**PERSONNEL**



We will be reposting the 20 hour/week maintenance tech position sometime in April.

**STAFF DEVELOPMENT**



Our in-house Draft Party for staff is just around the corner! Our social committee, F.I.S.H., will be setting up in the breakroom for a good ole-fashioned tail-gaiter for staff to watch the draft live and enjoy hot dogs, chips, and refreshments.

Library staff is still looking forward to our All-Staff meeting coming up in April and the presenters from InCourage and Winnefox/NEWI.

**OUTREACH**



We are fine-tuning all the aspects for the Foundation's Fundraiser/Murder Mystery. All the logistics on food, drinks, furniture, decorations, etc. are in full swing and nearing completion. Its great fun watching the rehearsals as the play planning gets refined and perfected.

**ASSET MANAGEMENT**



Since our city CAWG (Capital Allocation Work Group) request for the HVAC/controls replacement was approved, we will be getting information form the City's Finance Dept on the next steps toward initiating this much needed project

## **CUSTODIAL MANAGEMENT**



A few of the public toilets and other restroom amenities will be getting upgrades. Re-enforced toilets, floor mounts, and some with new toddler seats.

## **EMERGENCY PREPAREDENESS/FIRE SAFETY**



We will restart our EML/LAL's (Early Learning Morning) sessions for 2025 a few weeks after the Foundation Fund Raiser; which will include some modifications to times and days in order to accommodate more learners and staff.

Our alarm monitoring company, CEC, will continue the equipment audit and field test of our alarms, controls, sensors sometime in February. This will be focusing on recommending upgrades or complete replacements of our 25-year+ alarm system.

## **REPAIR/MAINTENANCE MANAGEMENT**



LED upgrades will be continuing in the mezzanine into the Children's Dept., most notably the rotunda area. We have also simplified the mish-mash of 277v and 120v fixture wiring in order to keep the new installs consistent in color and light output. We have completed a large section of the Teen and A/V collections and then make our way eastward toward Large Print.

We are in the process of the 5-year cleaning/sanitizing process for the entire ventilation system of the building. Completion should be soon after the April Fund Raiser.

After Ellerman Glass replaced the one bus bar door hinge pins that separate the portico and vestibule, we replaced the remaining 3 to keep the entire set of doors on the same maintenance schedule.

## **SECURITY MANAGEMENT**



We will finishing up the remaining staff service doors with a new numbering system and installing security window shading on the doors of the remaining few offices. In the next few weeks, most interior doors will be converted over to digital key pads including the interior doors inside Balkansky: kitchen, storage, & A/V.

## **WHAT'S IN THE FUTURE?**



More lighting LED upgrades in A/V, Children's, and 1<sup>st</sup> Floor

Shades/Blinds in Study Rooms and Balksanky A & C sections

More Jokes

### "Funny You Should Say..."

A young man wanted to invite some friends over to his house, but was very embarrassed about the old outhouse they still used for their bathroom. He kept bickering with his father to put in modern plumbing, but the father was steadfast on keeping the old outhouse.

One night out of sheer desperation, the young man snuck out of the house and managed to push the entire outhouse down the adjacent hill where it landed upside-down with a big bang. Feeling guilty, the young man tried pulling the outhouse back up the hill with the tractor only to have it slip off the chain and roll right back down the hill.

In the morning at the breakfast table, the father asked his son if he knew anything about the old outhouse. The young man feeling quite guilty, remembered the story about George Washington and the cherry tree. "I cannot tell a lie," the young man responded. "I pushed the outhouse down the hill last night because I was angry that you wouldn't upgrade our plumbing. I'm sorry, father."

"That's good that you are so honest, son. However, for your misdeed, you will build us a new outhouse and dig the hole by hand." "WHAT?" cried the son, "I thought if I confessed like George Washington did about the cherry tree, I wouldn't be punished?"

"That is true, son," remarked the father, "the only thing is that when George Washington cut that cherry tree down, his father wasn't in the tree at that time."

### **Materials Department** **Meredith Gadzinski**

1. Mission Moment:
  - An avid library patron told Laura how much she enjoys our "Staff Picks" display. She always stops at the display first and is excited to see what is featured.
2. Personnel:
  - Jack submitted his resignation. His last day as a shelving page is March 28, 2025. Good luck to Jack on his future endeavors! He will be missed!
3. Staff Development:
  - Meredith attended a training through the Chamber of Commerce on Change Management.
4. Outreach Activities:
  - Laura appeared on Book Banter with Tina Prigge.
  - Lisa P. appeared on MPL Insider to promote the new Adult Playaways.
  - Lisa P. attended the March meeting for the Wisconsin Public Library Consortium's (WPLC) Selection Committee.
  - Lisa P. led the March meeting of the Statewide Bibliographic Standards Committee.
  - Lisa P. attended the LARS Electronic Resource Committee Meeting with Karen and Karin.

5. Operations Activities:

- 27 collections for book groups and teachers were prepared.
- Lisa P. trained a youth associate in ordering replacement for youth movies.
- Meredith assisted with Fundraiser planning.
- Judy, Ann R, Lisa P, and Laura are updating procedures.

6. What's coming up?

- Laura will continue assisting with details of Michael Perry's upcoming appearance, including writing an article highlighting his visit.
- All Staff training day April 11.
- Library Foundation Fundraiser April 5.

**Youth Services**  
**Sharon Verbeten**

**Literary Quote of the Month:**

*"It doesn't matter who you are or what you look like...so long as somebody loves you."*

*The Witches, Roald Dahl*

**Mission Moments**

- Leadership Manitowoc County stopped by for a brief tour; several participants were especially interested in hearing about our platform for electronic resources, Libby; and one member even came back later in the day to get her own library card.

**Programming/Outreach/Dept. News**

- It was a busy month for storytime/tour programs for local schools.

- Seventy-eight attendees enjoyed the barnyard animals at a Tuesday evening 4-H event; animals continue to be a big draw for programs.
- Treehouse Theater lead a theatrical Family Activity Night with close to 40 attendees.
- Messy Marvins, our baby art morning, has become so popular, it is now scheduled for every other month; we regularly get 50-70 participants eager to get messy—and parents don't have to clean up!
- Sharon interviewed two candidates for Youth Services Seasonal Intern; candidate has been selected and accepted; awaiting final paperwork.



- Kristin has been taking games and craft programming every few weeks after school to Washington Middle School middle graders through the Boys and Girls Club.
- Kirsten has been offering sensory storytimes every so often. One mom shared that she never thought she'd be able to bring her child to a library storytime because of her child's sensory sensitivities. However, the calm and welcoming environment of our sensory-friendly storytime was exactly what her child needed. Another mom shared that her previous attempt at storytime had resulted in her child having a meltdown and she never returned. Yet in our sensory-friendly setting, her child not only thrived but also joined in and participated enthusiastically! Even one of the Birth to Three ladies chimed in, amazed at the progress of this child. Both she and the mom were genuinely surprised and delighted by the positive experience. They even told me that this was a child who gets upset if anyone

simply looks at her. Seeing such a transformation was incredibly rewarding as it affirmed the inclusive and supportive environment of these offerings for neuro-divergent children.

### **What's Next?**

- Summer Reading Program June 16-Aug. 9; Youth Services staff are currently booking visits to MPSD and parochial schools to promote our programs to K-4.
- Kristin is working on a summer schedule of opportunities for teen volunteers.
- Sharon will complete her year with Leadership Manitowoc County.

### **Public Services**

#### **Karen Hansen**

#### **MISSION MOMENTS**

- Emily B assisted a patron picking up a book discussion kit. The patron thanked her and praised the service we provide, specifically focusing on Laura's excellent customer service. She then mentioned that she lives in Denmark and their book group is out of Green Bay, but she chooses to drive to MPL for this service because our library "is the best and this service is always top notch."
- Tony reported that MPL was included in the credits for the PBS Wisconsin show, "Jerry Apps: Meet us at the Fair." He had worked with representatives for this program back in 2024, so it was neat to see it completed.
- Matt reported that several patrons have expressed gratitude that the Library provides print tax forms, as few other places in the area still provide this service.
- Tony talked with a new patron from Colorado, who expressed how much nicer our library is than their previous library, saying, "We should be grateful for what we have here."
- Olivia assisted a patron looking for newspaper articles about his cousin's high school volleyball team 20 years ago. After digging into our online resources and searching on microfilm, Olivia found the exact articles for the patron. She had previously helped this patron a few months ago with a similar search for his brother's volleyball team. Following up on that assistance, the patron mentioned that everyone at his job was shocked and amazed that he had newspaper articles as proof.

#### **PERSONNEL**

- Staff said goodbye to Emily L, a Public Services Assistant. A new hire for that position starts in April.

#### **STAFF DEVELOPMENT**

- Karen and Karin continued to participate in the WiLS Data Classroom training.

#### **OUTREACH**

- Nothing to report.

## OPERATION ACTIVITIES

### Programming Highlights

- **Great Decisions:** The 2025 Great Decisions series continues through the end of this month.
- **Seed Swap:** Tim coordinated the fifth annual Seed Swap in in conjunction with the Lakeshore Seed Collective.
- **The Wisconsin Farm They Built:** This author event with Corey Geiger covered the topic of Wisconsin's east coast farming and rural communities.
- **The Flag of Company A:** Tim coordinated this reenactment event, collaborating with the Manitowoc County historical Society.
- **Summer Reading Program:** Staff continue planning for the 2025 Summer Reading Program.
- **Comic Book Day:** Tony and Lisa D are planning a Comic Book Day event for May 3.
- Other adult programming included Tai Chi for Beginners, Book Discussion of *Simon Sort of Says*, MPL Insider, Watcha Watching, Learn About Libby, Cricut Badging, Glowforge Badging, Open Sew with Betty, Drop-In Chess Club, Employment Assistance with the DWD, and Genealogy Help.

### Other Operational Highlights

- **Foundation Fundraiser:** Karen, Emily, Tim, and Lisa D continue extensive planning and preparation for the Foundation fundraiser.
- **Marketing:** Tim and Emily focused on promoting Murder Mystery at the Library, Great Decisions, Learn About Libby, and other programming. Emily created a two-page spread for the City's Summer Fun Guide to more widely promote MPL's events. Staff continue to submit articles for Seehafer News and appear on the Coolest Coast.
- **Homebound Services:** Margo has been regularly communicating with local assisted living facility directors to showcase library programs that might be of interest to residents. Some of those directors have already been arranging transportation for residents to attend. Margo has also been working with Lisa P to add new memory kits to our collection.
- **One-to-One Literacy:** Patti has been planning the May One-to-One Literacy Reception.
- **Volunteer Coordinator:** Lisa D coordinated a pop-up book sale in March, which generated more than \$800 in revenue for the Friends.
- **IT:** Max has been busy preparing new PCs for the Youth Department public computers. He also dealt with repairing some significant technology issues in the Balkansky Room.

## SIGNIFICANT STATISTICS

- Tony and Lisa D provided 18 notaries.

## UPCOMING

An Evening with Michael Perry – June 19, UW-Green Bay, Manitowoc Campus Auditorium