

Manager Highlights June 2025

FACILITIES DEPARTMENT

STACEY BIALEK

MISSION MOMENT



Also mentioned in Outreach, the Michael Perry Author visit was a great event. Like the storytellers of old around a roaring campfire, Michael Perry's personal stories kept everyone interested and entertained. Also, thanks to the UW-GB-Mtwc reps for all their help as well.

PERSONNEL



Thanks to Karin A. for her efforts with Ascend Services, Inc. the last couple of weeks Karin's direct collaboration has led to a successful match with one of their candidates for a custodial position in the maintenance department. Her name is Amber. We have done a meet and greet with Amber and expect payroll documents to be completed for her to start sometime in early July.

With even more direction from Karin A, we will also be investigating the budgetary logistics of reorganizing staffing for the maintenance dept. to facilitate better coverage & develop a stable system of succession.

STAFF DEVELOPMENT



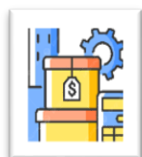
The F.I.S.H. Committee (Fellowship Inspiring Social Harmony) will be promoting a positive, team-focused agenda this summer based on FUN, work ethic, and mutual respect. FISH is encouraging participation in outdoor activities, such as mini-golf, and social lunches with a make-it-yourself Walking, Talking Taco Bar coming up in July.

OUTREACH



MPL had a fantastic turnout for the Michael Perry Author Event this past June. About 300 were in attendance for this fun, humorous, and intimate talk with a very popular author. Thanks to Tim G. and his crew for pulling off a successful program.

ASSET MANAGEMENT



We have completed special technical condition information for the HVAC and have contacted the Finance Dept to begin the documentation needed for public bidding. Thanks to Karin A. for all her work in keeping this project in the forefront.

We are also investigating alternative methods of controlling the gull population currently residing on the library roof. With new direction from the city's building and grounds, we will taking action in the coming weeks.

CUSTODIAL MANAGEMENT



Thanks to our current two maintenance technicians, Randy and Joe. With their help, we are doing our best to keep up with multitude of custodial duties and projects.

EMERGENCY PREPAREDNESS/FIRE SAFETY



We passed both our boiler inspection and fire suppression/sprinkler inspections and re-permitted for another 3 years and 1 year respectively.

REPAIR/MAINTENANCE MANAGEMENT



We are in the process of the 5-year cleaning/sanitizing process for the entire ventilation system of the building. We are nearing completion and plan to complete the project by mid-July.

In order to keep our original HVAC system viable until the bidding process and installation for a new HVAC is complete, we have been “pampering” the mechanicals and controls giving them extra love and attention = daily cleaning of rooftop systems, alternating schedules to draw cool air when available, & meditation.

We have started utilizing the freedom of being closed Sundays to retrofit the light fixtures to LED. We have started the first run in Large Print and will continue to the 2nd floor in Childrens.

SECURITY MANAGEMENT



We will installing a new remote unlock system for the main visitor door on the south side near the dumpster area. Staff will be able to unlock this door, as well as have audio/visual support of visitors who use the doorbell.

IN THE FUTURE



More lighting LED upgrades in A/V, Children’s, and 1st Floor

Gulls on the Go

More Jokes

Materials Department
Meredith Gadzinski

1. Mission Moment:
 - A patron returned an interlibrary loan book with a note “I just read this book – it was GREAT. He also expressed his gratitude to staff at the Service Desk, saying that he has been looking for the book and went to eBay, hoping to purchase it. He found it for \$700 so decided to ask if the library could find it for him.
 - A long-term patron who was reluctant to try Playaways and speakers cannot believe how convenient and portable they are, and continues to check out titles whenever she comes to the library.
2. Personnel:
 - Erin P. started as a Shelving Page.
 - Andrew S. started as a Shelving Page.
3. Staff Development:
 - Judy trained Elly the youth summer intern on Workflows.
 - Lisa P. worked setting up our department intern Rory on multiple collection projects.
 - Judy, Lisa P. took a tour of the Rahr West museum.
 - Lisa P. attended the online OCLC Cataloging Community Meeting.
 - I trained Erin and Andrew on their first days. For the rest of their training, I partnered them up with shelving pages, Em S and HaouShing to complete their training over the next few weeks.
 - HaouShing trained on processing new books. This adds depth to the department and flow of getting books on shelf does not slow even when staff are off.
4. Outreach Activities:
 - Lisa P. attended a State Bibliographic Standards Meeting discussing use of subject headings in catalog records.
 - Lisa P. attended the Lakeshore Area Resource System Collection Development Committee Meeting at Lester Public Library.
 - Laura and Rory worked to distribute withdrawn book discussion kits to area educators.
 - Laura appeared on “The Coolest Coast” with Tina Prigge for the June episode of “Book Banter.”
 - I attended the Lakeshore Area Resource System meeting on June 13.
5. Operations Activities:
 - Lisa P. trained our teen associate, Kristin in running collection reports on BlueCloud Analytics.
 - Interlibrary loan provided 20 titles of multiple copies to area book groups.
 - Ann R. created a record for the Youth Dept. for “Rocky on the Road.” Patrons can check out “Rocky”, take a picture of it on their vacation and then it will be posted online.
 - Laura worked with Margo and Tim on the Michael Perry author event, which was very successful.
 - Ann R, Lisa P, Laura, and I have gotten Rory trained and started on several cataloging project.

- Rory, the Materials summer intern and finished the following projects:
 - Adding the genre of Horror in the adult fiction and YA collections. Now these books will be easier to spot in the catalog and when browsing the shelf.
 - Creating finding aids on a donation to our local history collection.
6. What is coming up?
- Laura will be working the “Brew ‘n Bee” in July.

Youth Services

Sharon Verbeten

Literary Quote of the Month:

“Anyone who was once a child should have at least one children’s book in them.”

Michael Rosen

Programming/Outreach/Dept. News

- Sharon has been actively working with multiple special needs organizations (Ascend, ABLE and Helping Hands), booking them rooms and planning programming for them regularly. She introduced one Ascend teacher to Tumblebooks, who is now using that program every morning with her adults to start their day.
- Our Youth Services staff signed up more than 100 people—and Betty did a storytime—for the Summer Reading Program at our kick-off at Cedar Crest (on a chilly June day!) Thanks to Cedar Crest for providing 100 free scoops that day and for offering anyone who signs up this summer a 10% off ice cream coupon.
- The Pigeon from the popular Mo Willems books visited in June, and more than 300 people attended a total of three storytimes; thanks to Maritime Metro’s Kevin Bottesi and Library Board member Chris Able for their starring roles in our playful storytimes!
- Sharon and YS intern Elly visited the YMCA and Boys and Girls Club to kick off our Summer Reading Program outreach to those two groups.



- Sharon and YS intern Elly presented the first Storytime on the Road at Farm Wisconsin; threatening rain kept storytime indoors, but it was well attended by 50—many of our library regulars. Thanks to Farm Wisconsin for offering free youth admissions that morning!



- Betty and Lynn used their ingenuity and creative skills to create two Rockys on the Road, a portable mascot that patrons could check out, along with a notebook, to record their summer travels. We'll be sharing the photos on social media and in our department.
- Jade and Elly worked hard to create many fun passive programs for patrons this summer, including scavenger hunts, library bingo, candy jar contests and more; Kirsten created an interactive window display where kids could create their own vacation postcards for display.
- Kristin trained 13 teen volunteers who have been helping at our Summer Reading Program desk, as well as serving as extra hands for large programs like our big book sale. In their free time on desk, they've also been helping clean, count and inventory items from our Toy Library.
- You could tell our patrons were planning on taking many road trips this summer, as evidenced by almost empty shelves of Vox and Playaway audio books—which went out almost as quickly as they were returned.



What's Next?

- Youth Services is planning several programs to provide support for parents on challenging issues; we're researching presenters for topics including youth mental health, birth planning/breastfeeding, prenatal storytime, raising kids in a digital age, potty training, youth substance abuse and more.

Public Services
Karen Hansen

MISSION MOMENTS

- The daughter of a homebound patron contacted Margo to say the new Playaways have been great for her father, as they allow him to be more independent. The CD player was difficult to reach and operate, while the Playaway is much more user friendly for him.
- Heather from Ascend Services praised Tony's presentation about the Idea Box: "Thanks again for taking the time out today to show us the Idea Box! The clients are still talking about it."
- While Tim was renewing an item on the phone for a patron, he said the patron recognized his voice and let him know how excited she and her friends are about the upcoming Brew N Bee event.
- A patron noticed that one of our historic photographs depicting a Lincoln High School graduation ceremony looked like his aunt. It turns out it was! The patron was excited to receive copies of the photo to share with family.

PERSONNEL

- Nothing to report.

STAFF DEVELOPMENT

- Karen and Karin completed the WiLS Data Classroom training and presented their final project. Linda made major contributions to their data project by creating a spreadsheet to organize data, in addition to entering it.
- Tony provided staff training on BeanStack.

OUTREACH

Tony provided a tour of the Idea Box for a group from Ascend Services.

OPERATION ACTIVITIES

Programming Highlights

- **Summer Reading Program:** The 2025 Summer Reading Program officially kicked off on June 16!
- **An Evening with Michael Perry:** Tim worked with staff to coordinate this very successful June 19 program featuring author Michael Perry at the UW-Green Bay, Manitowoc Campus Auditorium. The event was standing room only!
- **Taste of Tae Kwon Do:** Lisa D coordinated a special Tae Kwon Do event in collaboration with Lakeshore Tae Kwon Do. Participants enjoyed watching a demonstration on the lawn, then trying it out themselves.
- **Brew N Bee:** Tim, Emily, and Laura have been preparing for the fifth Brew N Bee adult spelling bee at Petskull on July 23.
- Other adult programming included Neurographic Art at the YMCA, Seven Steps to Effective Estate Planning, Judy Blume Book Club, Make it at MPL: Camping Buckets with the Cricut, 3Doodler Badging, Movie Nights at MPL: *Captain America: Brave New World*, MPL Insider, Learn About Libby, Glowforge Badging, Drop-In Chess Club, and Genealogy Help.

Other Operational Highlights

- **Friends Book Sale:** The recent Friends book sale brought in more than \$3,300 in revenue and donations for the Friends! Lisa D coordinated sale operations with the Friends and other volunteers.
- **Adventure Pass Program:** The Library recently added Little Sips Play Café to the roster of Adventure Pass destinations. Aquatic Center/Mini Golf pass distribution has also been modified to include more recipients. Both destinations are popular!
- **Idea Box:** Tony and Karen worked on preparing the new 3D printer for deployment in July.
- **Marketing:** Tim and Emily focused on promoting An Evening with Michael Perry, the Summer Reading Program, the Brew N Bee, and other programming. Staff continue to submit articles for Seehafer News, as well as appear on Coffee on the Coast and Be Our Guest.
- **Homebound Services:** The new memory kits are now fully labeled and ready for checkout. All memory kits have been enhanced with new activities.
- **One-to-One Literacy:** Patti is working hard to communicate with many tutors, learners, and conversation circle leaders. Of special note - One-to-One Literacy is undergoing a pause enrolling new learners and tutors in individual tutoring to cope with a 49-person long wait list for services. With more than 45 current tutor-learner pairs, the program is exceeding its capacity. During this pause on intake, new learners will be directed to one of several conversation circle groups. Many tutors have reached out to Patti to express their support during this time of transition. Linda has been lending Patti a hand to support processing tutor-learner materials.

SIGNIFICANT STATISTICS

- Tony and Lisa D provided 29 notaries.