

January 13, 2025– Director’s Report to Trustees

Residents	OCTOBER	NOVEMBER	DECEMBER
2024	2344	2176	2291
2023	1823	1708	1699
2022	2107	2092	1592
2021	1938	1905	1885
2020	2326	1996	1319
2019	2536	2598	2368
Crossover Borrowing (COB)			
2024	292	279	239
2023	348	327	358
2022	621	415	318
2021	193	283	195
2020	277	165	139
2019	138	88	84
True Non Resident (TNR)			
2024	434	228	267
2023	433	465	367
2022	282	314	265
2021	424	406	295
2020	236	254	176
2019	295	472	294
Intersystem Loans			
2024	226	301	285
2023	371	340	265
2022	350	312	296
2021	375	363	322
2020	452	324	180
2019	429	411	383

- COB – THOSE LIVING IN WAUKESHA COUNTY WITH A LIBRARY
- TNR – THOSE LIVING IN WAUKESHA COUNTY WITHOUT A LIBRARY

Circulation:

- In December 2024 – 1208 items were circulated to Town of Eagle residents and 1083 items to Village of Eagle residents.
 December 2023/December 2024 – +393, 14.62%
 Jan/Dec 2023 – Jan/Dec 2024 –+993, 2.74%

Overdrive:

December Magazine Usage – 125
 TOTAL: 1260
 December Audio and eBooks – 848
 TOTAL: 10,901

Hoopla –

December 2024 Usage:
Digital AudioBook – 63
Digital EBook – 11
Digital Television – 3

In 2024: 43 new patrons, 91 unique patrons, 940 Circ
Amount Spent: \$2302.24

2024 Udemy:

175 active users
22,827.25 Video Minutes
5,410 Lectures Completed
437 Practice Activities

Computer Usage:

TOTAL: 174 (TEA), 169 (VEA), 83 (Other)

Programming:

December 10 – Bingo – 5 adults
December 10 – Wii Bowling – 4 adults
January 9 – Adult Crafting – 10 adults

Youth Services numbers for December::

Paws to Read - 3 kids
Preschool Storytime - 19 kids, 18 adults
Tween/Teen Tuesday - 0
Homeschoolers - 12 kids, 10 adults
Lego Club - 4 kids
Outreach - 355 kids
Passive Program - 31

Tagging Project: The tagging team is tagging Picture Books. Alli put in a request to purchase 16,000 RFID tags in 2025.

Reconcile in QB Online 2024: Director Chase reconciled the December 2024 bank statement (checking account) using Quickbooks Online 2024.

Taylor Computer Services: We will be moving to the A Team in Mukwonago for computer antivirus and pushing updates to computers.

Ricoh: We will continue to deal with Ricoh for our copier/mobile hot spot lease. Alli compared with James Imaging but they could not beat Ricoh's price. Ricoh is on the state contract. The new Ricoh 2520 was delivered on 30 December 2024.

The **Frost & Found: Virtual Library System Trivia event** has been planned. It will run online Jan. 13 – Feb. 14, 2025. All staff has to do is promote it! Our clue is: Outside **Alice Baker Memorial Library** in Eagle is the *Eagle Nature Trail*. The trail is part of the National Wildlife Federation's habitat program and is a place for

wildlife and people. The trail connects the library and the _____. Visit the Alice Baker Library web site to help locate the answer.

Staff Evaluations: Alli will conduct staff evaluations in January 2025. She will meet each staff member to talk about performance in 2024 and set goals for 2025.

Solicitation letter thank yous: This task will also be completed by year end.

Cooperative Purchasing: Alli has ordered 2 new computers with monitors for 2025 to replace public computers 2 and 3.

Continuing Education: Alli will be filling out an annual summation of hours for continuing education completed in 2024 and submitting it to Laurie Freund with Bridges Library System. It is due 31 January 2025.

Annual Report: DPI plans to open the annual report portal on or about January 22 to libraries. State statutes require libraries to file by March 1, 2025.

