



CITY OF PORT WASHINGTON | W. J. NIEDERKORN LIBRARY
David Nimmer, Library Director

2013 ANNUAL REPORT

NEW AND NOTEWORTHY IN 2013

John Gurda

The Friends of the Library hosted our third annual Author Visit. Held this year at the First Congregational Church across the street, we were pleased to fill up the hall with 125+ people for author John Gurda. John is best known for his local histories around the Milwaukee and Wisconsin area and for his numerous appearances on Wisconsin Public Television including the Making of Milwaukee series and guest appearances on Around the Corner with John McGivern. The Program was very well received.

One Book, One Community

The book The Fault in our Stars by John Green led our fifth annual One Book, One Community collaboration with the Village of Saukville and the Port Washington Saukville School District. Different from the years past, this year's events were used to raise money for The Stars Won't Go Out Foundation to make a difference in the lives of kids with cancer. Over \$800 was raised.

Children's Shelving

We were able to add new non-fiction shelving in the Children's area of the library. Not only did this expenditure improve the layout and accessibility of the non-fiction collection, but it also allowed us to move and spread out our chapter books, the picture books, and the easy reader collection. During this process we also made improvements to our audiobook, video, and our DVD sections of the library. One change had an effect on the whole Children's Department.

Self Check Upstairs

In 2013 two self-check units were added to the upstairs checkout area. One new model was purchased through capital funds from the city and a second used cabinet unit was purchased through reserve expenditures. The new units allow a library user to check out items while staff are busy helping others. The three units accounted for 23% of our check outs in 2013.

Book Fair

In 2013 Annie Bahringer put together our first Book Fair at the library. Held on Saturday August 3 local authors, booksellers, guest speakers, kids activities and refreshments made the day an encouraging success. It will be back in 2014.

LIBRARY OPERATION

The W. J. Niederkorn Library operates under Wisconsin State Statutes Chapter 43 as well as under the provisions of City Ordinance 87-14. The Library functions as a department of the City of Port Washington and extends service to residents of the City of Port Washington, residents having a valid card in the Eastern Shores Library System, and residents of other library systems with which we have a Reciprocal Borrowing Agreement.

Financial Support for the library is obtained by taxation through the City of Port Washington, Ozaukee, Sheboygan and other adjacent counties with the budget being set by the Library Board.

POLICY STATEMENT

It shall be the Policy of the W. J. Niederkorn Library to serve the community as a general service center of reliable information and of quality recreational materials and programs.

THE LIBRARY BOARD

This board shall consist of seven members who shall be residents of the City of Port Washington. There shall be one member from the Common Council, one member shall be a school district administrator or his representative, and the Mayor shall appoint the rest with approval by the Common Council.*

**The County Chairperson, with approval from the county board, may appoint from among the residents of the county additional members to the municipal library board when the annual sum appropriated to the library by the county meets certain percentage thresholds. One additional appointment was made by the Ozaukee County to our library board.*

YEARS OF SERVICE

In 2013 the WJ Niederkorn Library celebrated 52 years on Grand Avenue and 114 years of public library service in Port Washington (started in 1899).

LIBRARY BOARD MEMBERS

At the end of the year

President:	Mr. Justin Ritter (County Appointment)
Vice President:	Mrs. Marie Zirbes
Treasurer:	Mr. Thomas Hudson
Secretary:	Ms. Kay Goodwin
Members:	Mrs. Judy Jones
	Dr. Michael Weber (School Superintendent)
	Mr. Robert Bretl
	Mr. Paul Neumyer (Aldermanic Representative)

THE BUDGET

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

City of Port Washington	\$433,880
Ozaukee County	\$122,861
Other Counties	\$5,004
Grants	\$715
All Other	\$62,983
Total	\$625,443

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

Salaries and Wages	\$321,229
Employee Benefits	\$107,449
Library Materials	\$68,170
All Other	\$127,236
Total	\$624,080

The capital revenue/expenditures of the library can be broken down as follows:

	Expenditure
EasiCat Upgrade	\$1,746
Self-Check Machine (New)	\$10,805
Self-Check Cabinet (Used)	\$5,000
Shelving (Childrens)	\$10,786
Roof Repair (Flat Roof)	\$24,940
Totals	\$53,277

The Library held \$94,250 in its reserve account at the end of the year.

STATISTICS

Circulation: The library circulated 250,461 items in 2013 a 5% decrease from 2012 (this number does not include the checkout of 7,748 digital items, a 3.5% decrease if included). The circulation can be broken down as follows: 139,735 adult items were circulated and 110,736 children's items were circulated.

2013	250,461
2012	263,134
2011	278,586
2010	280,588
2009	265,515
2008	238,851

Electronic Digital Download Circulation: 6,442 e-books, 1,464 digital audiobooks and 12 videos were downloaded (total 7,749, a 50% increase from 2012).

Number of Registered Borrowers: The library keeps a database of current registered library card holders. In 2013 there were 7,240 registered Port Washington card holders and 2,523 non-resident registered card holders for a total of 9,763. In 2013 5,139 unique library cards were used at our library, 726 new library card accounts were issued, 813 were purged.

Library Visits: 122,974 people visited the library in 2013 - a 8% drop from 2012. On average over 400 people visit the library each day.

Holdings Filled: 53,532 holds were filled in 2013. 21% of all check outs and a 7% increase from 2012.

Overdue Statistics and Collection Agency: 11% of check outs were returned late in 2013. Our overdue fines are as follows: most items are \$.10 per day with new books and DVDs being \$.25 per day. Fines or fees over \$25 are submitted to a collection agency after a two week notice. A \$10 collection agency fee is added. To date \$25,659 has been submitted to the collection agency, \$10,813 has been collected, returned or waived a rate of 42%. In 2013 7,787 new dollars were submitted and 3,650 dollars were collected for a recovery rate of 47%.

Library Collection: The library continues to add new materials to the library collection, but each year we also withdraw outdated and worn out materials. The library added a total of 6,027 items to the library collection in 2013 and withdrew 6,333 items (not including magazines).

Our library housed 51,424 books/serials, 3,929 audiobooks, 8,187 videos and 54 other items for a total of 63,594 items. 96,886 electronic books, audiobooks and videos are part of the collection and available in digital versions online (a 50% increase) through the Wisconsin Digital Library Collection. About 10,000 additional digital items are available from within our catalog EasiCat.

EasiCat: our online shared library catalog provided by Polaris Library Systems (at www.easicat.net) covers 13 public libraries in Ozaukee and Sheboygan County and also a Bookmobile and Lakeland College. EasiCat holds well over 1.3 million items.

Magazines: The library subscribes to, or receives through a gift, 104 magazines and newspapers.

Computers: There are 16 Public Access Computers, 10 offer Internet access (with Microsoft Office products, Adobe Reader and various web browsers including Chrome), 4 only access the library catalog - EasiCat, and 2 are only early childhood literacy computers (1 English and 1 bilingual Spanish). There are 14 staff computers, an iPad2 and a Chromebook.

Programs: The library held 456 programs for people of all ages. The attendance for the year was 10,099. The Children Department hosted 231 programs, Teen Department hosted 18, and the

Adult Services hosted 207. Attendance for Children's programs was 7,061, Teens 79 and Adults 2,959.

Interlibrary Loans: We supplied 37,066 items to other libraries and received 43,867 from other libraries. This is a net borrowing of -6,801.

STAFFING

The library had a staff of 9.34 FTE, including the maintenance staff. David Nimmer served as the Library Director in 2013.

SUMMER READING PROGRAM

A total of 840 children registered for the Summer Reading Program. 58 teens registered for the Teen Summer Reading Program. Of the 840 registered participants, 431 were under the age of six. Program attendance for the Summer Reading Program alone was 2,310.

LIBRARY SERVICES

Library Hours:

Monday - Thursday	9:00 AM - 8:00 PM
Friday	9:00 AM - 6:00 PM
Saturday	9:00 AM - 1:00 PM
Sunday	Closed

Reference: For answers to your questions help is available at the Circulation desk or by phoning the library at 262-284-5031.

BOOK CLUBS

The library hosts 6 book clubs.

The Friday Morning Book Club is hosted at the library on the 2nd Friday of the month in the morning in partnership with the Port Washington Senior Center.

[Undomestic Goddess by Sophie Kinsella, Dewey by Vicki Myron, Beach House Memories by Mary Monroe, The Fault in our Stars by John Green, Founding Mothers by Cokie Roberts, Still Alice by Lisa Genova, Girl Who Chased the Moon by Sarah Addison Allen , The Story of the Beautiful Girl by Rachel Simon, Olive Kitteredge by Elizabeth Strout, The 8--Dollar Champion by Billie Letts, Cocktail Hour under the Tree of

Forgetfulness by Alexander Fuller, and Gideon's Gift by Karen Kingsbury.]

Barb's Book Club is run by Barbara Roob as a volunteer and takes place most first Tuesdays of the month in the afternoon.

[Anne Frank Revisited by Meip Gies, Maloka'i by Alan Brennert, Oxygen by Carol Cassella, Saving CeeCee Honeycutt by Beth Hoffman, School of Essential Ingredients by Erica Bauermeister, Art of racing in the Rain by Garth Stein, Me Before You by Jojo Moyes, Mary Cain by Marisa Silver.]

The W.J. Niederkorn Library Fiction Book Club is held once a month on the third Monday in the evening and is hosted by our Adult Services Librarian.

[The Cat's Table by Michael Ondaatje, When We Were Orphans by Kazuo Ishiguro, Tragedy of Arthur by Arthur Phillips, The Fault in our Stars by John Green, Sense of an Ending by Julian Barnes, Things Fall Apart by Chinua Achebe, Radioactive by Lauren Redniss, Age of Miracles by Karen Thompson Walker, No One is Here Except all of Us by Ramona Ausubel, Wingshooter by Nina Revoyr, Winter's Bone by Daniel Woodrell, and The Elegance of the Hedgehog by Muriel Barbery.]

Teen Book Club is hosted by our Teen Services Librarian on the first Monday of the month in the evening. Teen titles include:

[The Prisoner of Cell 25 by Michael Vey, Pure by Julianna Baggott, Miss Peregrine's Home for Peculiar Children by Ransom Riggs, The Fault in Our Stars by John Green, The House of the Scorpion by Nancy Farmer, Leviathan by Scott Westerfeld, Jellicoe Road by Melina Marchetta, Ketchup Clouds by Annabel Pitcher, and Daughter of Smoke and Bone by Laini Taylor.]

Parent Child Book Club is hosted by our Children's Librarian on the last Wednesday of the month in the evening. Parents and children attend the book club together.

[Tuck Everlasting by Natalie Babbitt, If a Tree Falls at Lunch Period by Gennifer Choldenko, City of Ember by Jeanne DuPrau, Chasing Vermeer by Blue Balliett, Lions of Little Rock by Kristin Levine, Swindle by Gordon Korman, Ruby Holler by Sharon Creech, and Crash by Jerry Spinelli.]

"Infinity Ring" Book Club is held a month after a new book in the series get published and is hosted by the Children's Librarian.

[The Trap Door by Lisa McMann (3), Curse of the Ancients by Matt De La Pena (4), Cave of Wonders by Matthew Kirby (5).]

PROGRAMMING

Children's story times:

In the year 2013, the WJ Niederkorn Library conducted 141 story times with a combined attendance of 2,762. The library offers several different story times for families. Each one differs as they try to appeal to the different stages of development of young children.

Our youngest story time is structured for babies from 6 months through 24 months (although newborns have been known to attend). Each session includes 2 short concept books, finger plays, songs and movement. These guided activities last approximately 15 minutes. Afterward, the children are given a chance to play with toys that are provided by the library. During this story time the infants build a comfort level with the community room, the librarians and the other children and parents. Each session begins and ends with the same songs and flows with a predictable pattern. Every parent is encouraged to take the story time sheet home with them and repeat the songs and rhymes that were used in class.

After the baby story time, children progress into a story time designed for 2 year olds. These themed sessions include picture books, poems, songs, finger plays and movement. Books are still short in length and are broken up with other activities to keep the attention of the toddlers. Each session includes a theme-related craft at the conclusion of the program. The structure of the program includes the same songs at the beginning and the end, so the children learn to recognize what will occur next.

The library offers two identical 30 minute story time for 3-4 year olds at different times. This is typically the largest group of preschoolers. The story times for this group follows the same theme as the 2 year olds, but can include longer books and more pre-literacy concepts. The finger plays and songs are written out for the children to follow along. Counting, rhyming, colors and the alphabet are practiced on a regular basis. Listening skills, following directions and increased attention spans are all enhanced through participation in preschool story times. These sessions also include a craft at the end.

In the afternoons, the library offers an extended story time for 4-6 year old preschoolers. This program lasts 45 minutes. It follows the same theme of the week as the other storytimes, but the extra time allows the librarians to include more educational opportunities. Longer books are used and more literacy skills are practiced.

The library also offers a Saturday morning family story time once a month. These programs are designed for families with young children to all come together in one story time. It includes books, songs and finger plays and concludes with a family craft.

The success of our storytimes can be attributed to following important elements. We offer several program options throughout the month for the majority of the year. The story times are led by two trained staff members. We have a big, bright community room that allows for larger groups so there is always space for everyone. We do not require preregistration and never put a cap on the number of people that may attend. People can drop in and enjoy our programming whenever they have the opportunity.

Children's programming:

The Children's Department continues to provide services and programming for children birth through 6th grade. Programming held in our Community Room included the following:

Preschool Story time: 5 different sessions each week. Summer attendance is very large.

Family Story time: held once a month on a Saturday morning. This program has consistent attendance. Great fun.

Pajama Story time: held during the evening, 2-3 times a year. Always a popular event. Librarians wear their footed pajamas. Evening ends with a light snack.

Lego Creator Club for children 1st – 5th grades: Our Lego collection continues to grow. The club has consistent attendance.

Lego Junior for children 4-7 years of age: 2013 showed a continued increase in awareness and attendance.

Free Movie Matinees, usually on early release days, vacation weeks and summer: 9 movies shown in 2013 with an attendance of 485.

Summer Reading Program: Magician Rick Allen, Pineview Wildlife Rehabilitation Center, Rich Baumann - Folk Singer, Kohl's Wild Theater, Tom Pease and Art in a Suitcase all provided programs in 2013. The Pirates' Hollow Pool Party concluded the 2013 Summer Reading Program.

The Library also reaches out to the community at large. Some of the programming included the following: Green Eggs and Ham Breakfast held at Thomas Jefferson Middle School, Hippity Skippity Easter Egg Hunt, YMCA Healthy Kids Day, Port Washington Street Festivals, School visits to every elementary aged school child within the PWSSD, Story times in local day cares, Thomas Jefferson Wellness Fair, 4K visits, a Valentine's Day Open House in joint cooperation with the Kiwanis Club, and the Sheboygan Book Festival.

Teen programming:

Programing for teens not only includes the book club but several new programs as well. A Teen Café is held every week for teens to do homework, relax, listen to music or play games. The After Hours Movies for Teens was introduced in 2013 as a new offering. We hosted an author

talk with the Wisconsin authors of Deck Z. And there are various contests for teens to participate in, such as the Catching Fire Cryptogram to win Catching Fire themed chocolate bars!

Adult programming:

To start the new year by eating right, we had a Stress-free Cooking Class in January, followed by Chocolate Valentines in February! We also hosted an Extreme Couponing class that was well attended and a Detox class with Dr. Ty Wade, a favorite of ours and the community.

In March we had the first of many classes with Dr. Chapman from Brooks Chiropractic center here in Port Washington, covering a lot of different subjects on health and wellness. March started our monthly Spanish Round Table with Martin Morante. We also held a series of Homesteading and Sustainability classes starting with Bees, featuring local Bethel Metz, Chickens in Your Backyard with Sandy Sandlin, and a Fermentation class with Sandy's husband Steve. I had another cooking class that features meals planned around what you could grow in your garden. These classes were held in junction with our announcement of our new Seed Library, which we began to plan and organize in March, to be open in Spring of 2014.

In April we concentrated on our One Book, One Community. Besides several book talks, we had a Creative Journaling class which was part Altered Books and part Creative Writing. We chose not to have a guest speaker this year so instead, we planned a Tasting Event with restaurants from Port Washington.

In May, we quieted down with a fun Decorate Your Own T-shirt using bleach pens and another health program with Dr. Chapman. A Permaculture class in June continued our Sustainability courses, which was well received and again promoted our Seed Library. We also had an Investing class with Adam Ryback and joined in on Port's first City Wide Rummage sale, in which we sold books for the Friends of the Library and plants to fund the Seed Library.

In July we had another craft class with Make Your Own Stamps and welcomed John Leis back with another round of Medicare programs. A quiet June and July helped us to prepare for our First Annual Book Fair, which took place the first Saturday of August.

August also saw the start of PORTfolio, a monthly film chosen by Martin Morante in partnership with local art gallery, Gallery 224. We also had Spice Up Your Salad, Dr. Chapman talking about how to Naturally cure your Headaches and Migraines, and a very fun class featuring Richard Thieme talking about UFOs.

September was another quiet month with a craft class using Shrinky-Dinks, and back for the second time was Mark Moran, appraising antiques for our patrons.

October featured harvesting the garden and our first class in Saving Seeds, in the hopes that patrons will feel comfortable saving seeds from their crops to donate back to the Seed Library. We also had funny man Nathan Couch present his research on the paranormal in Washington County.

For our third annual Author and Dinner series, we welcomed author and historian John Gurda in November. We also had local Jim Rice talk about his books about the Packers and the NY Giants, a NaNoWriMo (National Novel Writing Month) write-in and guest speaker Steve Olsen, talking about the new national Affordable Care Act.

December was a nice winding down of the year with a fun craft class making Christmas trees out of old books and then a live performance (a 2 man show) of A Christmas Carol.

Throughout the months we had our regular programs such as some Art House Movies on Saturdays, Yoga every Thursday morning, a Writer's Group monthly and our recipe club twice a month, and various Overdrive/Wisconsin's Digital Collection classes for downloading digital books and audiobooks. Our Friday Night After Hours Movies were a big hit again this year with Tello's Bar and Grille serving food at the shows.

Movies shown this year include: Looper, 5 Broken Cameras, The Words, Argo, Lincoln, Les Miserables, Silver Linings Playbook, Cloud Atlas, Oz; the Great and Powerful, No, Oblivion, The Great Gatsby, Mud, After Earth, Man of Steel, and Much Ado About Nothing.

OTHER SERVICES

Book Club Corner: The Library maintains a collection of books that are available for use by local book clubs. Usually 12 copies of each book are available for checkout.

Internet access: Internet service is available on 10 PCs and is made available via a T1 line. In addition a wireless Internet service (Wi-Fi) is available for wireless capable devices.

Tax forms: Access to tax forms is provided throughout the year. From late January through April selected state and federal forms are available for free. Other forms can be printed off the Internet by staff or printed off the Internet by the patron.

FAX service: Fax services include both sending and receiving faxes.

Ebook readers: The library has the following number of ebook readers available for checkout. Kindle Keyboard (2), Kindle Touch (3), Nook Color (3), Nook Simple Touch (2), Nook Simple

Touch Glowlight (3), Nook B&W (2), Sony Reader Daily Edition (2). They all check out for two weeks. An agreement must be signed before checkout. We will most likely load a title of your choice onto the reader before you check it out.

The library catalog, EasiCat (www.easicat.net), provides online access to our collection and to your library account information. Card holder's can place requests for materials, check on availability of items in our collection, check on the status of holds, renew items checked out and check due dates. With our new library automation software consenting patrons can keep a reading list of all items checked out from the library and that they can even edit out titles they no longer want listed.

Book drop: The book drop is located outside on the alley entrance and is available all hours for quick drop off.

Services offered: The library offers adult books, young adult books, children's books, large print books, videos, audiobooks, music CDs, CD-ROMs, DVDs, children's cassette/book sets, reference materials and indexes, business and investment materials, magazines and newspapers, pamphlets, college class schedules and catalogs, tax forms, community information, access to local newspapers on microfilm, computers, a photocopier, ebook readers, and a microfilm reader/printer.

Community Room: the Community Meeting Room is available for use or rental, as availability allows. The room can be set up in a variety of layouts to suit the needs of the meeting. We now offer a video projector cart if requested. The Community Room is equipped with Wi-Fi access.

Display Case: a two level display case is available for month long displays in a protected glass enclosure near our upstairs entrance.

Art Displays fill the Community Room and the Children's Department each year bringing families in to view the very creative work of their children.

The Friends of the library maintain the Thomas the Tank Engine train table in the Children's Department in addition to an ongoing Book Store, a yearly book sale and an ongoing coffee and tea service.

Respectively Submitted,

A handwritten signature in black ink, appearing to read 'David Nimmer', written in a cursive style.

David Nimmer
Library Director.