

AGENDA

**Library Board of Trustees-Verona Public Library
500 Silent Street Verona, WI 53593
608-845-7180**

**Wednesday, November 13, 2024 at 6:30 p.m.
Library Conference Room**

Call to order

- Approval of the Regular Meeting Minutes of 10/2/24
- Review and approval of the October 2024 invoices
- Public Comments
- City Council Liaison's report
- Library Director's report
- Old Business
 1. Discussion of library strategic planning
- New Business
 1. Discussion and possible action regarding the 2025 endowment disbursement
 2. Discussion and possible action regarding 2025 Hours of Operation and Planned Closures
 3. Discussion and possible action regarding the Collection Management policy

Library Board Meeting Notes

Wednesday, October 02, 2024 at 6:30 p.m. Library Conference Room

Attendees:

Present: Burkart, Hopp, Braithwaite, Spencer, Frey

Absent: Jones, Fuller, Conwell

Guest: Brenna Marsicek

Call to Order: Hopp called the meeting to order at 6:30

Approval of the Regular Meeting Minutes of 9/4/24

Spencer moved / Braithwaite Seconded / Motion carries

Review and approval of the September 2024 invoices

Braithwaite Moved / Spencer Seconded / Motion Carries

Public Comments

Ms. Marsicek shared about her work at the Southern Wisconsin Bird Alliance and her desire for additional work by the library to help prevent bird collisions with the building. The board reiterated its commitment to the connection to the badger prairie space and our funding in 2025 for efforts on bird safety.

City Council Liaison's report

No additional updates from city on library activities

Library Director's report

Review of contents of directors report.

Old Business

1. Discussion of library strategic planning
 1. Initial team and board surveys completing. Last call for additions.
 2. SCLS Building advising consultant. Stacey to discuss having a brief review of the library Deb Hefner
 3. Stacey to follow-up with Shawn from SCLS on the initial draft and findings.

2. Discussion of the 2025 library budget

The board discussed the final revisions to the 2025 Budget.

Approval of the 2025 budget: Braithwaite Moved / Frey Seconded / Motion Carries - Budget approved.

New Business

1. Discussion and possible action regarding the Memorandum of Mutual Accountability Reviewed Ripple Project work and our ongoing support of the program.

Continuing Approval: Spencer Moved / Frey Seconded / Motion Carries

Adjournment:

A motion to adjourn was made by Frey Seconded by Braithwaite, Adjournment approved

Spencer to do meeting minutes at November Meeting

Future Meetings Planned for 6:30 on 11/6, 12/4, 1/8

Director's Report

Verona Public Library

October 2024

Circulation

| Items Circulated | 2024 | 2023 | 2022 | 2021 | 2020 |
|------------------|----------------|----------------|----------------|----------------|----------------|
| January | 48,218 | 47,722 | 46,024 | 29,669 | 49,255 |
| February | 47,599 | 46,003 | 42,218 | 28,925 | 46,500 |
| March | 50,433 | 52,026 | 49,314 | 36,647 | 29,964 |
| April | 45,552 | 46,674 | 47,514 | 31,448 | 2,021 |
| May | 43,352 | 44,226 | 42,775 | 32,633 | 8,861 |
| June | 57,330 | 59,454 | 52,827 | 52,142 | 18,507 |
| July | 60,127 | 58,102 | 52,448 | 52,220 | 29,609 |
| August | 55,179 | 58,081 | 55,184 | 51,007 | 31,025 |
| September | 46,523 | 45,429 | 45,066 | 42,894 | 31,115 |
| October | | 47,785 | 42,440 | 43,527 | 34,075 |
| November | | 44,975 | 43,939 | 43,507 | 28,171 |
| December | | 43,655 | 42,000 | 39,089 | 28,194 |
| Total | 454,313 | 594,132 | 561,749 | 483,708 | 337,297 |

| New Library Cards | 2024 | 2023 | 2022 | 2021 | 2020 |
|-------------------|--------------|--------------|--------------|--------------|------------|
| January | 171 | 188 | 119 | 27 | 184 |
| February | 176 | 137 | 149 | 36 | 161 |
| March | 189 | 176 | 155 | 24 | 74 |
| April | 150 | 152 | 129 | 36 | 9 |
| May | 124 | 142 | 140 | 71 | 18 |
| June | 262 | 290 | 344 | 179 | 33 |
| July | 217 | 218 | 239 | 160 | 58 |
| August | 195 | 212 | 206 | 129 | 57 |
| September | 136 | 141 | 141 | 105 | 51 |
| October | | 170 | 150 | 99 | 50 |
| November | | 119 | 144 | 64 | 18 |
| December | | 128 | 122 | 87 | 31 |
| Total | 1,620 | 1,423 | 2,038 | 1,017 | 744 |

| Holds | 2024 | 2023 | 2022 | 2021 | 2020 |
|--------------|----------------|----------------|----------------|----------------|----------------|
| January | 15,085 | 14,929 | 15,139 | 18,260 | 14,651 |
| February | 13,421 | 13,005 | 11,617 | 17,130 | 12,246 |
| March | 13,282 | 13,586 | 12,878 | 18,193 | 7,277 |
| April | 12,906 | 12,658 | 12,098 | 15,698 | 5,645 |
| May | 12,364 | 13,483 | 11,820 | 14,236 | 10,869 |
| June | 13,958 | 13,854 | 11,984 | 13,328 | 13,616 |
| July | 14,280 | 14,445 | 11,735 | 11,621 | 15,910 |
| August | 12,759 | 13,607 | 13,389 | 13,510 | 15,672 |
| September | 13,527 | 13,587 | 12,506 | 13,252 | 16,166 |
| October | | 12,645 | 11,924 | 13,304 | 16,502 |
| November | | 12,971 | 12,888 | 12,679 | 16,108 |
| December | | 11,054 | 10,313 | 11,069 | 14,567 |
| Total | 121,582 | 119,516 | 148,291 | 172,280 | 159,229 |

Reference

Reference Statistics, October 2024

Computer Lab Use: 956

Test Proctoring: 4 exams

Outer Library Loans: 58 requests

Personal Archiving Lab Sessions: 4

| Library Visits | 2024 | 2023 | 2022 | 2021 | 2020 |
|-----------------------|----------------|----------------|----------------|---------------|---------------|
| January | 16,183 | 16,114 | 10,780 | 0 | 18,887 |
| February | 18,492 | 15,945 | 11,193 | 0 | 18,969 |
| March | 19,457 | 18,160 | 13,628 | 0 | 0 |
| April | 17,727 | 18,062 | 16,488 | 2,889 | 0 |
| May | 17,169 | 16,049 | 12,366 | 5,015 | 0 |
| June | 23,528 | 22,204 | 16,624 | 11,757 | 2,850 |
| July | 23,261 | 20,232 | 17,057 | 13,407 | 6,765 |
| August | 22,187 | 22,619 | 18,830 | 13,267 | 0 |
| September | 17,053 | 14,958 | 13,890 | 10,746 | 0 |
| October | | 17,011 | 14,009 | 10,346 | 0 |
| November | | 16,152 | 15,729 | 9,371 | 0 |
| December | | 16,190 | 13,552 | 10,562 | 0 |
| Total | 175,057 | 213,696 | 174,146 | 87,360 | 47,471 |

| Reference questions | 2024 | 2023 | 2022 | 2021 | 2020 |
|---------------------|---------------|---------------|---------------|---------------|---------------|
| January | 1,929 | 1,640 | 1,061 | 821 | 3,152 |
| February | 2,161 | 1,638 | 1,653 | 924 | 1,632 |
| March | 1,989 | 1,830 | 1,758 | 1,347 | 1,974 |
| April | 2,004 | 1,896 | 1,226 | 948 | 24 |
| May | 1,995 | 2,031 | 1,117 | 1,085 | 116 |
| June | 2,638 | 2,487 | 2,183 | 2,200 | 846 |
| July | 2,144 | 2,058 | 1,691 | 2,365 | 2,431 |
| August | 2,242 | 2,331 | 2,075 | 1,847 | 2,039 |
| September | 1,490 | 1,837 | 1,341 | 1,543 | 2,521 |
| October | | 1,840 | 1,566 | 581 | 2,045 |
| November | | 1,836 | 1,628 | 458 | 1,060 |
| December | | 1,835 | 1,356 | 721 | 1,092 |
| TOTAL | 18,819 | 23,259 | 18,655 | 14,840 | 18,932 |

| Meeting Room Use | 2024 | 2023 | 2022 | 2021 | 2020 |
|------------------|--------------|--------------|--------------|--------------|--------------|
| January | 560 | 474 | 164 | - | 616 |
| February | 674 | 487 | 206 | - | 565 |
| March | 575 | 524 | 272 | - | 286 |
| April | 569 | 506 | 305 | - | - |
| May | 551 | 509 | 328 | - | - |
| June | 519 | 422 | 314 | - | - |
| July | 490 | 423 | 316 | - | - |
| August | 499 | 538 | 411 | - | - |
| September | 521 | 172 | 327 | - | - |
| October | | 512 | 398 | - | - |
| November | | 528 | 453 | - | - |
| December | | 495 | 396 | - | - |
| TOTAL | 5,040 | 5,590 | 5,912 | 2,021 | 3,487 |

Collection Management

Youth services staff continue to look at weeding to meet the increasing space challenges of many of our collections. In the early reader area, we decided to move a few series to the series section (such as Bad Kitty, Dragon Masters, etc.) in order to open up some space in the early reader area. We also weeded early readers and have picked up weeding juvenile fiction again, which we had started in the spring.

Mark has started digitizing Verona Area High School yearbooks for Recollection Wisconsin. 1951 and 1952 yearbooks have been scanned so far.

Tonja, Theresa, and Ronda attended an iPage demonstration by Erin Eggert of Ingram on October 23.

Number of items added and deleted in September 2024:

*SCLS has not posted the items deleted by collection code yet.

| Item Type | Added | Deleted |
|--------------------|-------------|--------------|
| Books | 747 | |
| Audio | 7 | |
| Software | 13 | |
| Video/DVD | 26 | |
| Other (kits, etc.) | 9 | |
| Magazines | 133 | |
| TOTAL | 935 | 1384* |
| YTD | 9215 | 10979 |

Personnel and Staff Development

Two new Library Assistants have been hired this month. Karen Ward starts on October 29 and Carson Kaashagen starts on November 4.

Marissa attended the Morris Seminar and ALSC National Institute in Denver, CO from September 19-21.

Jess, Lizzy and Amy attended an SCLS-sponsored in-person workshop about reader's advisory on October 16.

Tonja attended the *Overdrive WPLC Training* webinar on September 26 and Ryan Dowd's *Traumatic Brain Injury and Homelessness* webinar on October 10.

Theresa held a Page II meeting on October 18 to work on book processing training.

Equipment and Physical Facilities

The new sorter is scheduled to be installed the week of November 18. Library staff will be checking in all items by hand during the week-long removal and installation process.

Tonja met with Klaus Duren from FacilitySight to discuss possible purchase and installation of new people counting equipment.

Theresa and Ronda replaced the monitor/PC on the children's self-check machine.

Administration and Internal Operations

Stacey and the management team reviewed the Collection Management policy and have suggested changes for board review.

Abby, Julie, Jess, Leah, Marissa, Maureen and Tonja held a Marketing meeting to go over how the 2024 SRP program and event promotions went; to look forward to 2025 SRP and set general deadlines; to go over some of the procedures in creating and publishing events so it follows a set template.

Marketing and Public Relations

This month Abby created 60 event graphics (website, Facebook, TV) with accompanying bookmarks, flyers, and signs.

September events e-newsletter spotlight: *Dogs: More Than Pets* exhibit

October events e-newsletter spotlight: Reference statistics

Statistics shared on social media and website:

Reference Questions: "Have a question? We're here to help! Our Librarians answered 22,516 questions so far this year."

Izzy added a display featuring Halloween themed items and another highlighting books that take place in different countries. Maureen, Abby, and Izzy created a display to promote the Ice Age Trail hiking challenge. Circulation staff created a display of dog themed books to accompany the *Dogs: More Than Pets exhibit* and another with voting themed books.

Let's Hike Verona so far has had 107 submissions from 46 participants, 4 inspirational emails were sent to 31 participants.

Tonja wrote an article about spooky books and movies and why some people are attracted to this genre for the October 24 edition of the Verona Press.

Social Media Engagement:

Facebook: 5,258 followers, 78 posts/events

Instagram: 1,717 followers, 1 post/reel/story

Library System and Interagency Cooperation

Leah collaborated with school librarians at VAHS and BRMS to host lunch programming, as well as library card signups at for all grades of parent/teacher conferences at BRMS.

Tonja attended the Southwest Regional Equity Team meeting via Zoom on October 15.

The Senior Center has paused the monthly Senior Case Management Outreach program due to low participation.

Theresa attended an ILS site visit to Beaver Dam on September 24. They were demonstrating Leap/Polaris.

Theresa attended an ILS Lead Workgroup meeting on October 2.

Theresa attended a virtual ILS site visit to CCS in Illinois on October 15. The library system staff demonstrated technical services modules in Leap/Polaris.

Fundraising

Nothing to report

Exhibits

Dogs: More than Pets

September 16 - October 27

Enter the incredible world of the most noble creature on earth, the dog. Immerse yourself in the science, history, DNA, folklore, legend, literature, and pop culture of dogs. The exhibit has informational graphic panels, hands-on interactive activities, and the opportunity to meet live dogs and the humans that care for and work with them. The panels highlight topics including canine DNA and domestication, which types of animals are dogs, dogs in entertainment, farm dogs, dog's role in exploration and science, and more. Brought to you by the Verona Public Library Endowment Fund.

Let's Hike, Verona

October 1 – October 31

We are challenging Verona and our surrounding community to hike 1,200 miles collectively during the month of October. Every mile you hike, walk, or run will get us closer to our goal. Verona is an Ice Age Community that, together with the Ice Age Trail Alliance, enhances appreciation and awareness of the natural and scenic beauty of the 1,200-mile Ice Age National Scenic Trail.

Pressed Flower Art Exhibition by Simona Aizicovici

November 1 – November 30

Come and be dazzled by returning Artist Simona Aizicovici's art, which will be on display in the library's main area during the month of November. Instead of more traditional painting mediums, Ms. Aizicovici uses things found in the natural world, including pressed flowers, grasses, leaves, bark and even fruit and vegetable peels to create stunning works. There will be an opportunity to meet this talented artist on Saturday, November 16 and find out more about her process.

Library Events and Programs

Kids' Events

1000 Books before Kindergarten

10 kids were registered this month, bringing the total number of registrants to 2710.

Early Fall Story Time

September 9 – October 11

Baby Story Time: Fridays at 10:30 am and 1:00 pm

Toddler Story Time: Mondays and Wednesdays at 9:30 am

Preschool Story Time: Mondays and Wednesdays at 10:30 am

Sensory Story Time: Thursdays at 9:30 am

Outdoor Story Time: Thursdays at 10:30 am

Baby Story Time: 11 story times, attendees: 355, average: 32

Toddler Story Time: 12 story times, attendees: 479, average: 40

Preschool Story Time: 12 story times, attendees: 384, average: 32

Sensory Story Time: 6 story times, attendees: 164, average 27

Outdoor Story Time: 6 story times, attendees: 367, average 61

Total: 47 story times, 1,749 attendees

Child Development Story Time: Dinosaurs

Tuesday, September 24, 10:30 am

Join a member of CI Pediatric Therapy Centers' staff for an interactive story time of books, songs, movement, crafts and fun! Activities will be geared towards 2-5 year olds, but all ages are welcome! No registration.

Attendees: 38

Graphic Novel Book Club

Tuesday, September 24, 5:00 - 5:45 pm

For ages 8 - 11. Registration begins 8/21. We're trying something a little different this month. Instead of everyone reading the same book; participants are encouraged to bring their favorite graphic novel to show off and share with the group. We will also vote on our next few book club choices for Fall and Winter. Registration required.

Attendees: 11

Tween Craft: Dog Toys

Thursday, September 26, 5:00 – 6:00 pm

For ages 8-11. Registration required. Make a DIY dog toy out of felt strips and some braiding skills. This easy to make and durable tug toy will be sure to make the puppy in your life very happy! Don't have any dogs in your life? Make a few and donate them to a local shelter. Puppies and dogs everywhere will be thankful you did! And be sure to check out the "Dogs: More Than Pets Traveling Exhibit" in our main library when you're done! *Extra toys will be donated to Shelter from the Storm.*

Attendees: 15

Favorite Books and Bites: Because of Mr. Terupt

Monday, September 30, 4:00 - 5:00 pm

Discuss the Mr. Terupt series, plus enjoy activities and snacks related to the books. Ages 8 - 11. Pick up a copy of the first book of the series (*Because of Mr. Terupt*) at the children's desk to read in advance, or if you're already a fan, just sign up and join us.

Attendees: 9

Music & Movement Story Time

Tuesday, October 1, 10:30 - 11:00 am

Join us for singing, dancing, instruments, and stories in this active story time for children and their caregivers. Ages 1-5.

Attendees: 48

Minecraft Club

Thursday, October 3, 4:00 - 5:00 pm

Ages 6 - 11. Have fun playing Minecraft and interacting with peers. Build in Minecraft based on a new challenge each session! Minecraft Club does not include instructions on how to play or a shared server.

Attendees: 17

Read to a Dog

Saturday, October 5, 1:30 - 3:00 pm

Ages 5 and up. Grab your favorite book and read to a furry friend.

Attendees: 6

Paw-some Dog Story Time

Wednesday, October 9, 6:30 - 7:00 pm

Join us for books, songs, and activities all about dogs! Let's raise the woof at this paw-sitively amazing story time! Ages 2-6. No registration.

Attendees: 19

Pokémon Club

Thursday, October 10, 4:00 - 5:00 pm

Join fellow Pokémon fanatics for a Pokémon related activity each month. Bring your Gameboy, Switch, or learn to play the trading card game and compete against other kids! Bring your own deck or borrow one of ours. Ages 6-11. No registration.

Attendees: 32

Read to a Dog

Friday, October 11, 4:00 - 5:30 pm

Ages 5 and up. Grab your favorite book and read to a furry friend.

Attendees: 13

Family Story Time

Saturday, October 12, 9:30 - 10:00 am

Join us for a Family Story Time, once a month, with books, songs, and rhymes. For ages 0 - 5. No registration.

Attendees: 12

Paint a Dog Portrait

Monday, October 14, 5:30 - 6:30 pm

Paint a dog-inspired masterpiece! Make a portrait of your dog, someone else's dog, or of your dream dog. Get creative and celebrate dogs through art; painting instruction not included. Ages 6-11. *Having your artistic vision not meet with reality can be tough for any age; one child cried and another took some time under a table for this reason, but everyone seemed to have a good time overall.*

Attendees: 30

Toddler Art and Play

Tuesday, October 15, 9:30 - 10:30 am

Join us at the library for messy process art and sensory play! Wear clothes that can get messy and drop in for some fun toddler activities. Ages 1-3.

Attendees: 75

Graphic Novel Book Club

Tuesday, October 15, 5:00 - 5:45 pm

For ages 8 - 11. Registration begins 9/24. Discuss the graphic novel *Twins* by Varian Johnson and illustrated by Shannon Wright, plus enjoy activities and snacks related to the book. Books will be available for checkout approximately one month before the discussion. Stop by the youth services desk to request one.

Attendees: 7

New Century Field Trip

Wednesday, October 16, 9:30 - 10:30 am

Youth services staff hosted a kindergarten and 1st grade class from New Century charter school for stories about librarians, a library tour, and time with the dog exhibit. From one of the teachers, *"Thanks a million for having us today. Leah, you are a Storytime Queen. I always appreciate how you engage with the kids. I hope we weren't too loud, but I think VPL is the definition of a non-shushing, super welcoming library!"*

Attendees: 56

Dog Man Party

Thursday, October 17, 2:00 – 3:00 pm

Celebrate the amazing Dog Man with snacks, crafts, and activities. Community Room. Ages 5-11. *Activities included a Dog Man headband, craft, and comics, and snacks were Scooby snacks and hot dogs. Right around the time when staff wondered whether we should have picked a day and time that wasn't during a Verona day off school (so that attendance might've been a bit higher), a grandparent thanked a staff member for offering something to do during a day off school.*

Attendees: 60

Scary Saturday

Saturday, October 19, 10:30 - 11:15 am

Ages 6-11. Registration required. Staff will read a scary story aloud and participants will enjoy a spooky craft.

Attendees: 16

Child Development Story Time: Fall

Tuesday, October 22, 10:30 - 11:00 am

Join a member of CI Pediatric Therapy Centers' staff for an interactive story time of books, songs, movement, crafts and fun! Activities will be geared towards 2-5 year olds, but all ages are welcome! No registration.

Attendees: 54

Spooky Circuits

Tuesday, October 22, 5:00 - 6:00 pm

Ages 8-11. In this craft program, take eerie images to the next level by adding lights using basic circuits. Do circuits fill you with dread? Never fear! A librarian will take you step-by-step through designing a basic circuit. All materials will be provided. Picture options will range from mostly cute to fairly creepy. Registration required.

Attendees: 8

Book Blasters

Wednesday, October 23, 3:30 - 4:00 pm

Ages 5-7. Library staff will read aloud longer books, lead a discussion about them, and we'll do a fun activity together. No pre-reading required. *Jess renamed Early Reader Book Club to see if a new name would draw more kids, and it seems like it might have.*

Attendees: 17

Read to a Dog

Thursday, October 24, 4:30 - 6:00 pm

Ages 5 and up. Grab your favorite book and read to a furry friend.

Attendees: 15

Fall Crafternoon

Saturday, October 26, 1:30 - 3:00 pm

Drop in and get creative with different fall-themed art projects. Ages 4 - 10. No registration.

Attendees: 59

Favorite Books and Bites: Book Scavenger

Monday, October 28, 4:00 - 5:00 pm

Discuss the Book Scavenger series by Jennifer Chambliss Bertman, plus enjoy activities and snacks related to the books. Ages 8 - 11. Pick up a copy of the first book of the series at the children's desk to read in advance, or if you're already a fan, just sign up and join us.

Attendees: 4

Costume Dance Party

Tuesday, October 29, 10:00 - 10:45 am

Wear a costume and boogie to kid-friendly tunes. Geared to ages 0 – 5.

Attendees: 130

Upcoming Kids' Events**Late Fall Story Time**

November 4 – December 13

Baby Story Time: Fridays at 10:30 am and 1:00 pm

Toddler Story Time: Mondays and Wednesdays at 9:30 am

Preschool Story Time: Mondays and Wednesdays at 10:30 am

Sensory Story Time: Thursdays at 9:30 am

Everybody Story Time: Thursdays at 10:30 am

Read to a Dog

Friday, November 1, 4:00 - 5:30 pm and Saturday, November 2, 1:30 – 3:00 pm

Ages 5 and up. Grab your favorite book and read to a furry friend.

Minecraft Club

Thursday, November 7, 4:00 - 5:00 pm

Ages 6 - 11. Have fun playing Minecraft and interacting with peers. Build in Minecraft based on a new challenge each session! Minecraft Club does not include instructions on how to play or a shared server.

Exotic Animal Adventures

Monday, November 11, 4:30 - 5:30 pm

Ages 5 and up. Join J&R Aquatic Animal Rescue for an exciting and educational hour-long presentation featuring live animals, including snakes, lizards, insects, spiders, hedgehogs, birds, and more! This interactive session includes a Q&A segment where participants can ask questions and learn fascinating facts about these unique creatures. Time permitting, attendees can also enjoy an up-close encounter with the animals for a hands-on experience. No registration.

Music & Movement Story Time

Tuesday, November 12, 10:30 - 11:00 am

Ages 1-5. Join us for singing, dancing, instruments, and stories in this active story time for children and their caregivers.

Parent/Child Book Club: *From the Desk of Zoe Washington*

Tuesday, November 12, 5:30 - 6:30 pm

Ages 8-11. Registration required. Share the love of reading! This book club is for kids ages 8-11 and their parents/caregivers. We will discuss the novel *From the Desk of Zoe Washington* by Janae Marks plus enjoy activities and snacks related to the book.

Book Blasters

Wednesday, November 13, 3:30 - 4:15 pm

Ages 5-7. Library staff will read aloud longer books, lead a discussion about them, and we'll do a fun craft together.

Moana Story Time

Wednesday, November 13, 6:30 - 7:00 pm

Ages 2-6. Join us for Moana-themed stories and songs! Designed for ages 2-6. No registration.

Pokémon Club

Thursday, November 14, 4:00 - 5:00 pm

Ages 6-11. Join fellow Pokémon fanatics for a Pokémon related activity each month. Bring your Gameboy, Switch, or learn to play the trading card game and compete against other kids! Bring your own deck or borrow one of ours. No registration.

Young and the Restless

Friday, November 15, 9:30 - 10:30 am

Ages 1-4. Get your wiggles out! Young and the Restless open indoor play time is an opportunity for kids to be active, develop motor skills, and make new friends. Geared to ages 1-4 and their caregivers. Drop in any time; no registration.

Read to a Dog

Friday, November 15, 4:00 - 5:30 pm and Saturday, November 16, 2:00 - 3:30 pm

Ages 5 and up. Grab your favorite book and read to a furry friend.

Kids Card Making

Monday, November 18, 4:00 - 5:00 pm

For ages 6-11. Registration required. Join us for a quick lesson on how to make pop-up cards. You'll have plenty of time to make multiple cards with all kinds of pre-cut shapes. These cards are perfect for giving to friends and family.

Graphic Novel Book Club

Tuesday, November 19, 5:00 - 5:45 pm

For ages 8 - 11. Registration required. Join us as we discuss the graphic novel *Miles Morales: Shock Wave* by Justin A. Reynolds and illustrated by Pablo Leon, plus enjoy activities and snacks related to the book.

Read to a Dog

Thursday, November 21, 4:30 - 6:00 pm

Ages 5 and up. Grab your favorite book and read to a furry friend.

Favorite Books and Bites: The Forgotten Five

Monday, November 25, 4:00 - 5:00 pm

Ages 8 - 11. Registration required. Discuss the Forgotten Five series, plus enjoy activities and snacks related to the books. Pick up a copy of the first book of the series, *Map of Flames* by Lisa McMann at the children's desk to read in advance, or if you're already a fan, just sign up and join us.

Child Development Story Time: Things That Go

Tuesday, November 26, 10:30 -11:00 am

Ages 2-5. Join a member of CI Pediatric Therapy Centers' staff for an interactive story time of books, songs, movement, crafts and fun! Activities will be geared towards 2-5 year olds, but all ages are welcome! No registration.

Squishmallow Paint Party

Tuesday, November 26, 4:30 - 5:30 pm

Ages 6-11. Registration required. Join us to paint your own Squishmallow art! Paint an adorable pre-drawn Squishmallow character or design one of your own. Give it a color scheme, detail, and a unique name, then take it home and hang it on your wall!

Family Story Time

Saturday, November 30, 9:30 - 10:00 am

Ages 0 - 5. Join us for Family Story Time, once a month, with books, songs, and rhymes. No registration.

Teen Events

Crafty Tuesday

Tuesday, September 10, 4:00 pm

Stop by Teen Central for DIY projects. Create throughout the week, as supplies last. *Comments: Teens painted log slices with paint pens!*

Attendees: 12

Flower Pounding Fabric Dyeing

Monday, September 23, 5:00 - 6:00 pm

Try your hand at dyeing fabrics naturally by pounding flowers and other colorful plants. Walk away with a fun project and a stress release! *Comments: Teens used common leaves and flowers (from my garden) like cosmos, nasturtium, impatiens, and more to create bright designs on muslin bags. They had fun experimenting with different techniques and pounding their plants outside.*

Attendees: 12

German Student Escape Rooms

Wednesday, October 9, 1:00 - 3:00 pm

VAHS exchange students from Germany will get an introduction to Verona Public Library via an Escape Room game where they will solve clues and open locks. *Comments: In groups, the German students experienced two different escape rooms – one that focused on what collections and services the library offers – and another fun one about Vampires. One of their teachers said the students didn't know each*

other before this trip. She was really excited to see them getting to know one another while solving group games as teams! It's always surprising to see how games can transcend language barriers.

Attendees: 22

Escape Room

Wednesday, October 9, 4:15 - 5:00 pm

Solve puzzles, find clues, and crack locks to escape an adventure! *Comments: This group did a great job of telling each other what they were finding in the room. This helped them solve UV light clues and coded messages, while ultimately finishing on time with little help.*

Attendees: 6

BRMS Make'n'munch

Thursday, October 10, 11:00 - 1:15 pm

Students at Badger Ridge Middle School who have signed up for library during lunch can enjoy some crafting time. *Comments: Teens perused a bead and embroidery thread buffet and then sat in social groups to make friendship bracelets. Multiple students commented on how much nicer it was than sitting in the cafeteria for lunch!*

Attendees: 21

VAHS Makerspace

Tuesday, October 15 and Wednesday, October 16, 12:35 - 1:05 pm

Students signed up for library time at Verona Area High School will have the opportunity to design, create, and socialize. *Comments: Teens created Wreck-It Journals – spaces for doodling, casual writing, and ephemera collection. Some students spent the time covering their journals with scrapbook paper, magazines, and recycled books, while others completed prompts like, "color this page red." A group of kids who were reluctant to participate at first were delighted at finding a recycled book from the 70's with animal drawings. Soon their notebooks were covered in opossums and raccoons.*

Attendees: 20 & 19

BRMS Parent/Teacher Conferences (See Outreach report for more details)

October 14 - 16, 3:45 - 7:30 pm

Library staff will be on hand to help complete library card applications for students and their guardians. *Comments: By hosting signups during conferences, parents were on-hand to sign applications. Some parents also signed up for cards themselves. There were many Spanish-speaking families. One woman had grown up here as a child but then moved back to Mexico as a teen. She expressed how much she missed reading. Now that she has moved back to the US with her own family, she was so excited to access library resources!*

Attendees: 112

Teen Gaming & Pizza

Thursday, October 17, 4:00 - 5:30 pm

Snack on pizza and more! Face off on the Nintendo Switch or SNES, try a board game, or bring your own device. *Comments: Teens split time between group Switch games, hot snacks, and board games. A group of us managed to save a castle from an invasion of orcs, goblins, and trolls!*

Attendees: 11

Teen Among Us IRL

Friday, October 25, 7:30 - 9:30 pm

If you dare, come to the library after-hours for a dark, live-action game of Among Us. Someone is taking out browsers in the stacks. Find the imposter before it's too late! Costumes and ridiculous hats encouraged. *Comments: Teens had a great time being silly, interrogating one another, throwing accusations, and walking around in the dark stacks after hours. One said it was the fastest 2 hours ever!*

Attendees: 9

Upcoming Teen Events:

Crafty Tuesday

Tuesday, November 5, 4:00 pm

Stop by Teen Central for DIY projects. Create throughout the week, as supplies last.

BRMS Make'n'munch

Thursday, November 7, 11:00 - 1:15 pm

Students at Badger Ridge Middle School who have signed up for library during lunch can enjoy some crafting time.

Eat Your Words

Monday, November 11, 5:30 - 6:30 pm

Enjoy breakfast-for-dinner! Create pancake art and play storytelling games in a relaxed group setting. Eat your words – without judgement – in this writing workshop for teens!

Teen Gaming & Pizza

Thursday, November 21, 4:00 - 5:30 pm

Snack on pizza and more! Face off on the Nintendo Switch or SNES, try a board game, or bring your own device.

Bad Art

Monday, November 25, 7:00 – 8:00 pm

Make awful, terrible, very bad art. Do not try for perfection. Put forth no effort in creating beauty. Embrace failure. Combine a variety of art mediums and materials into an appalling disaster!

Adult Events

Distance Learning English Classes for Adults

Beginner Class:

September 23, attendees: 15

September 30, attendees: 15

October 7, attendees: 16

October 14, attendees: 12

October 21, attendees: 11

Intermediate Class:

September 24, attendees: 2

September 1, attendees: 3

October 8, attendees: 3

October 15, attendees: 3

October 22, attendees: 2

Library Yarns Craft Group

First and Third Wednesdays, 4:30 - 6:00 pm

Fiber art enthusiasts gathered to learn new techniques, exchange ideas, or find inspiration for their next project.

September 25, attendees: 12

October 9, attendees: 13

October 16, attendees: 13

October 23, attendees: 12

Read to a Dog for Adults

Thursday, September 26, 5:00 - 7:00 pm

Did you know that spending just 5-20 minutes with a dog, even if it's not your pet, can cause cortisol (stress hormone) levels to measurably drop? Yes, that's right - time spent with dogs is HEALTHY! Come to meet, pet and enjoy Bear, our adorable "Read to a Dog" staff member at this special event just for grown ups. Please register if you are interested, and the first 10 people to do so will have this wonderful opportunity.

Attendees: 6

Verona Aspiring Writers Group

Tuesday, October 1 and Monday, October 21, 7:00 - 8:00 pm

This group is to offer constructive feedback to writers and aspiring writers of all genres. Want to get a blog started or grow one? Hoping to be published in a magazine? Trying to finish or fine tune the next great American novel? We welcome all! The first meeting will be for introduction and planning purposes; after this we will meet regularly and share our creations with one another for input.

October 1, attendees: 12

October 21, attendees: 10

Learn to Crochet with Library Yarns

Wednesday, October 2, 4:30 - 6:30 pm

Learn the basics of crochet by making a rectangle that can be used to create a finished project of your choice. Project possibilities include a scarf, washcloth, or drink coaster, among others.

During this two-session program, you will acquire the ability to tension your yarn and create a slip knot, starting chain, and single crochet stitch.

Attendees: 12

Blood Pressure Screening with Fitch-Rona EMS

Thursday, October 3, 10:00 - 11:00 am

Drop in between 10:00-11:00 am and Fitch-Rona EMS will check your blood pressure free of charge.

Attendees: 0

Pompeii & Herculaneum: A Travel Talk with Joe Fahey

Thursday, October 3, 7:00 - 8:00 pm

Pompeii and Herculaneum were once thriving and sophisticated Roman cities until the catastrophic eruption of Mt. Vesuvius. The cities were lost for more than 1,500 years until they were accidentally discovered during the building of a canal. These sites now offer a virtually complete and intact picture of the lives of ancient Romans, including their streets, their homes, their art, their businesses, their baths and more. Join presenter Joe Fahey as he tells stories of his own visits to these fascinating places and get a glimpse into the distant past.

Attendees: 19

Wisconsin's Most Haunted Locations

Monday, October 7, 7:00-8:00 pm

Come and learn about the spookiest places in Wisconsin from Chad Lewis, author of over 30 books on the supernatural, and featured guest on the Discovery Channel's A Haunting, William Shatner's Weird or What, ABC's Scariest Places and Monsters and Mysteries in America!

Attendees: 78

Meet Vito, "The Moving Machine"

Tuesday, October 8, 7:00 - 8:00 pm

Have you ever wondered about the dogs who win Best of Breed at the Westminster Kennel Club Dog Show? Come and meet gorgeous Cocker Spaniel "Vito", who holds this superlative title, along with dozens of other best of breed awards. Learn how Vito was identified as a potential show dog, his training, his grooming and diet, and how he spends his free time. Pam Vesely, one of his owners, will give a talk, show video of some of Vito's events, and answer your questions.

Attendees: 18

Meet Maverick, the Mallards Bat Dog!

Wednesday, October 9, 7:00 - 8:00 pm

Stop in and meet Maverick, the very good boy who retrieves bats at the Madison Mallards games!

Attendees: 58

Dog-Themed Book Club

Thursday, October 10, 6:00 - 7:00 pm

In connection with our Dogs Exhibit, let's read and discuss a dog-themed book! In this heart-warming memoir from an unexpected source, Dean Koontz gives us *A Big Little Life: A Memoir of a Joyful Dog Named Trixie*. In it, he reflects on adopting a golden retriever who brought love and lots of humor into his family, and on why dogs are such valuable companions to us all. Come laugh, cry and talk dogs at this one-time-only book group!

Attendees: 1

Water Quality of the Sugar River: Things to Know About Illicit Discharges

Thursday, October 10, 6:30 - 7:30 pm

This is an education/outreach event being put on by The Upper Sugar River Watershed Association and AECOM, the City of Verona's Engineering Consultant. Learn how to detect and eliminate illicit discharges into the River, and why this is critical to maintaining its water quality.

Attendees: 12

Menus on the Titanic: What Were Passengers in Each Class Served for Their Last Meals?

Saturday, October 12, 3:00 - 4:00 pm

Delve into letters that first class Titanic passengers wrote to loved ones at home, describing the elaborate lunch feasts and other delicacies. Presented by: Veronica Hinke, author of *Last Night on the Titanic: Unsinkable Drinking, Dining, and Style*, and *Titanic: The Official Cookbook: 40 Timeless Recipes for Every Occasion*. This event is sponsored by Beyond the Page, National Endowment for the Humanities, and the Madison Community Foundation.

Attendees: 34

A Taste of Mystery Book Club

Monday, October 14, 10:00 - 11:00 am

In this book club for mystery enthusiasts, we read the first book in a series by a variety of mystery authors and then discuss over coffee and pastries! In October, we will be reading *A is for Alibi*, by Sue Grafton. Books will be available for checkout behind the circulation desk during the month they are featured.

Attendees: 7

The Essential Edgar Allen Poe

Monday, October 14, 7:00 - 8:00 pm

Learn more about the tragic life and remarkable writings of this American genius. Program will include dramatic readings of The Raven and Tell-Tale Heart!

Attendees: 18

VPL Cookbook Club: Pumpkin

Tuesday, October 15, 6:30 - 8:00 pm

Come and check out VPL's new cookbook club! Each month, we choose a theme, then pick an on-theme recipe, make it, and bring it to the meeting for all to sample and discuss. So far, there have been some truly delicious dishes, from zucchini-feta bread to chocolate raspberry pie to corn chowder to apple-pecan scones and more, and it has been a lot of fun to sample so many different combinations of ingredients. The theme for October's meeting will be "pumpkin" so any sweet or savory dish that incorporates pumpkin is fair game.

Attendees: 12

Renowned Dog Trainer Patricia McConnell

Thursday, October 17, 7:00 - 8:00 pm

Patricia McConnell, Ph.D, is an author, speaker, and applied animal behaviorist who has made a lifelong commitment to improving the relationship between people and animals. She is known worldwide as an expert on canine training and behavior, and she has generously agreed to come and share some of her knowledge with a VPL audience! Don't miss this wonderful opportunity!

Attendees: 74

Movie Screening: *Dog*

Sunday, October 20, 1:00 - 3:00 pm

In keeping with our Dog Exhibit theme, come and enjoy the movie "Dog" starring Channing Tatum. Tatum plays an Army Ranger who is tasked with escorting the military dog of his fallen friend cross-country to the funeral. Along the way, the pair experience danger, hilarity and grief as they go through the often rocky process of getting to know one another.

Attendees: 5

Service Dogs: A Look at Their Training and a Live Demonstration of Their Skills

Tuesday, October 22, 7:00 - 8:00 pm

Come and learn about the work that goes into getting service dogs ready for their important jobs. Trainers from Custom Canine Service Dog Academy will be here talk about some of the skills they train for, and will bring along some of their amazing dogs for a demonstration!

Attendees: 38

Understanding Your Dog's Grooming Needs

Wednesday, October 23, 7:00 - 8:00 pm

Be a part of your dog's grooming care! Learn the common problems and solutions for your pet's breed. Get tips to set your dog up for success with the grooming process. And discover how grooming is connected with the overall health and well-being of your pet.

Attendees: 8

Upcoming Adult Events

Library Yarns Craft Group

Meets each Wednesday. Drop-in between 4:30 - 6:00 pm

If you enjoy knitting, crochet, embroidery, or another needlecraft, please join us at a drop-in stitching circle. Meet up with other fiber art enthusiasts, learn new techniques, exchange ideas, or find inspiration for your next project. All skill levels welcome.

Distance Learning English Classes for Adults

Mondays 6:00 - 7:30 pm, Beginner, Beginner, September 16 – December 10

Tuesdays 6:00 - 8:00 pm, Intermediate, Intermediate, September 17 – December 10

This class is offered mostly online using Zoom. Practice speaking, listening, reading, and writing in English. Students will receive free English textbooks by mail. In partnership with Literacy Network.

A Taste of Mystery Bookclub

Third Monday of each month. 10:00 - 11:00 am

In this book club for mystery enthusiasts, we read the first book in a series by a variety of mystery authors and then discuss over coffee, fruit and pastries. Books will be available for checkout both at the meetings and at the circulation desk during the month they are featured.

Library Yarns: Learn How to Embroider

Wednesdays, October 30 and November 6, 4:30 - 6:00 pm

This program is for anyone who wants to learn the basics of hand embroidery in a hoop. In this two-session program, you will create a sampler consisting of eight of the most common embroidery stitches. Learn how to hoop your fabric and transfer a design so you can start stitching. Once you have a completed embroidery sampler, learn different ways to finish your work for use as a home decor item.

Verona Aspiring Writers Group

Monday, November 4 and Monday, November 18, 7:00 - 8:00 pm

This group is to offer constructive feedback to writers and aspiring writers of all genres. Want to get a blog started or grow one? Hoping to be published in a magazine? Trying to finish or fine tune the next great American novel? We welcome all! We meet regularly and share our creations with one another for input. Registration required. Class size is limited to 15 participants.

DIY Card Making Class: Winter and Holiday Cards

Wednesday, November 6, 6:00 - 7:30 pm

Let someone know you are thinking of them with a handmade card. Stampin' UP! Demonstrator Jamie Statz-Paynter will provide materials and instructions to make three personalized professional-quality cards that are related to winter, snow, Thanksgiving and Christmas. Registration required. Class size is limited to 20 participants.

Performance by Guitarist and Vocalist Joe Wray

Thursday, November 7, 7:00 - 8:00 pm

A mainstay in the Milwaukee music scene, local guitarist and singer Joe Wray brings his unique and crowd-pleasing style to the Verona Public Library. Enjoy selections from a variety of genres, from hip-hop to folk to rock. Don't miss this fun opportunity to enjoy live music with your community!

VPL Cookbook Club: Thanksgiving

Tuesday, November 12, 6:30 - 8:00 pm

In this group, we select an on-theme cookbook (one of your own or one of the several on reserve at the library), then a recipe, then make the recipe to share at our meeting. This month's theme will be **Thanksgiving sides**, so feel free to show off something tried and true, or use the opportunity to try out a new recipe before it *really* counts!

Meet the Artist, Simona Aizicovici

Saturday, November 16, 10:00 - 11:00 am

Come and meet **Simona Aizicovici**, the artist behind the stunning Pressed Flower Art Exhibit, on display throughout November. She will answer questions about her technique, her inspirations and her background! There will be light refreshments provided.

A Taste of Mystery Book Club

Monday, November 18, 10:00 - 11:00 am

Get a "taste" of a mystery series by reading the first book in them. Enjoy pastries and coffee at our meetings as we discuss our book. This month we will read *The Girl with the Dragon Tattoo*, by Stieg Larsson.

Outreach**Outreach story times:**

Total daycare story time presentations: 14

Four Winds Book Group

Tuesday, September 24, 10:00 - 11:00 am

The residents met to discuss *Switchboard Soldiers* by Jennifer Chiaverini. *Comments: "I loved that this book was by a Wisconsin author."*

Attendees: 7

Noel Manor Book Group

Wednesday, September 25, 10:30 - 11:30 am

The group discussed *Educated* by Tara Westover.

Attendees: 6

Prairie Oaks Book Group

Thursday, September 26, 1:30 - 2:30 pm

The group read *The Thursday Murder Club* by Richard Osman.

Attendees: 4

Books 'n Booze at Stone Porch Alehouse

Thursday, September 26, 6:00 - 7:00 pm

The group read *Finlay Donovan is Killing It* by Elle Cosimano. *Comments: This was probably the group's favorite book of the year so far; several members had already started reading the sequel.*

Attendees: 17

Verona Fall Fest

Friday, September 27, 4:00 - 8:00 pm

Vikki and Marissa brought a squirrel puppet craft to the annual Verona Fall Fest, which had record attendance. They also gave out information about the library and the current dog exhibit.

Attendees: 144

Charter Senior Living Book Group

Tuesday, October 1, 2:30 - 3:30 pm

The residents read *The Other Einstein* by Marie Benedict.

Attendees: 5

Story Time at The Sow's Ear

Marissa led a story time and a simple craft at The Sow's Ear, while the café provided a free drink for the child participants.

Attendees: 24

Senior Center Book Group

Wednesday, October 9, 10:00 - 11:00 am

The group discussed *The Secret Book of Flora Lea* by Patti Callahan Henry.

Attendees: 17

YMCA After School Program at Country View and Glacier Edge

Thursday, October 10, 2:40 - 3:10 pm and Tuesday, October 15, 3:15 - 3:45 pm

Crafts and stories at the afterschool programs at Country View and Glacier Edge elementary.

Attendees: 18, 41

Library Card Sign Up at Badger Ridge Middle School Conferences

Monday, October 14, Tuesday, October 15, and Wednesday, October 16, 3:45 - 7:30 pm

Vikki, Leah, and Marissa each took a night to sign students and families up for library cards at Badger Ridge Middle School. Over 30 people signed up for a card over the three nights.

Attendees: 45, 24, 43

Library Information and Book Giveaway at Badger Prairie Needs Network

Thursday, October 17, 10:00 am - 12:00 pm

Vikki and Marissa took library information flyers and free books for kids to the clients at BPNN.

Attendees: 39

Upcoming Outreach Events**Prairie Oaks Book Group**

Thursday, October 24, 1:30 - 2:30 pm

The group will be reading *The Book of Lost Friends* by Lisa Wingate.

Books 'n Booze at Stone Porch Alehouse

Thursday, October 24, 6:00 - 7:00 pm

The group will be discussing *Rock Paper Scissors* by Alice Feeney.

YMCA After School Program at New Century/Verona Area International School, Country View, and Glacier Edge Elementary Schools

Monday, October 28, Thursday, November 14, and Tuesday, November 19, various times
Crafts and stories at the afterschool program at sites around the school district.

Four Winds Book Group

Tuesday, October 29, 10:00 -11:00 am

The residents will meet to discuss *The Judge's List* by John Grisham.

Verona Area Kids Expo

Saturday, November 2, 9:00 am - 12:00 pm

The library will have a table with a craft project and library information at this annual event hosted by the school district.

Charter Senior Living Book Group

Tuesday, November 5, 2:30 - 3:30 pm

The residents will be reading *A Man Called Ove* by Fredrik Backman.

Senior Center Book Group

Wednesday, November 13, 10:00 - 11:00 am

The group will be reading *Dewey: The Small-Town Library Cat Who Touched the World* by Vicki Myron.

Noel Manor Book Group

Wednesday, November 20, 10:30 - 11:30 am

The group will be reading *Destiny of the Republic* by Candice Millard.

2025 Library Hours of Operation and Planned Closures

Regular library hours, except where noted below:

Monday – Thursday: 9:00 am to 9:00 pm

Friday: 9:00 am to 6:00 pm

Saturday: 9:00 am to 4:00 pm

Sunday: 1:00 pm to 5:00 pm

The following dates are the planned closures of the library. Additional unplanned emergency closings may be necessary due to weather or other unforeseen situations.

Tuesday, December 31, 2024: Closed at 6pm for New Year's holiday

Wednesday, January 1: Closed for New Year's holiday

Monday, January 20: Closed for Martin Luther King Jr. Day

Sunday, April 20: Closed

Friday, May 16: Closed for staff training

Sunday, May 25: Closed for Memorial Day holiday

Monday, May 26: Closed for Memorial Day holiday

Friday, July 4: Closed for July 4 holiday

Sunday, August 31: Closed for Labor Day holiday

Monday, September 1: Closed for Labor Day holiday

Friday, November 14: Closed for staff training

Wednesday, November 26: Closed early at 6:00 pm

Thursday, November 27: Closed for Thanksgiving Day holiday

Friday, November 28: Closed for Thanksgiving Day holiday

Wednesday, December 24: Closed for Christmas holiday

Thursday, December 25: Closed for Christmas holiday

Wednesday, December 31: Closed early at 6:00 pm

Thursday, January 1, 2026: Closed for New Year's holiday

Library board approved

Verona Public Library Collection Management Policy

I. Introduction

- a. This policy was developed as a guide for the library's selectors in regards to collection development, management, and material selection. The policy also serves to inform the public about the library's collection and the principles that govern the selection process.
- b. The library will continuously work to curate a collection representing a wide array of people, cultures, ideas, and experiences. The process of curating, maintaining, and providing a diverse and equitable collection is a continuous process.
- c. The following statements have been adopted by the Library Board and are used as guidelines for the development of the library collections: the American Library Association's "Library Bill of Rights," "Freedom to Read," and "Freedom to View" statements (included in the Appendix).

II. Library Mission Statement

The mission of the Library is to enrich lives and build community by providing opportunities to discover, connect, learn, and enjoy.

III. Collection Development Policy

- a. The Library's collection is reviewed on an ongoing basis to meet current needs. This policy works to support the library's goals as outlined below:
 - Provide popular materials
 - Promote lifelong learning
 - Support diversity, equity, inclusion, and accessibility
- b. Selection of library materials and resources is the responsibility of the professional staff of the Verona Public Library. Other staff members and the public may recommend materials for consideration. The Director delegates the authority to interpret the policy in day-to-day decisions to professional staff members. The Director retains the authority to reject or select any item contrary to the recommendations of the staff.
- c. The selection of any material or resource does not constitute an endorsement.
- d. The library recognizes that many materials and resources can be controversial.
- e. Selection decisions are guided by the merits of the work, collection needs, and interests of a diverse community.
- f. Selection decisions are not influenced by the possibility that material may be accessible to children. Responsibility for children's use of library materials and resources lies with their parents, legal guardians, or caretakers.
- g. The library selects materials of varying complexity and format because it serves a public that includes a wide range of ages, educational backgrounds, interests, sensory preferences, and reading skills.
- h. The library may select materials that are to be used in the library only.
- i. Library materials will not be marked or identified to show approval, disapproval, or ratings of the contents. No materials will be sequestered except to protect them from theft or damage.
- j. As a member of the South Central Library System (SCLS), the library provides materials and services to residents throughout the system who have library cards.

IV. Criteria for Selection

- a. Materials are evaluated according to one or more of the following standards. An item need not meet all of these criteria to be acceptable.
 - Present and potential relevance to community needs
 - Suitability of physical form for library use
 - Suitability of subject and style for intended audience
 - Cost
 - Importance as a document of the times
 - Relation to the existing collection and to other materials on the subject
 - Attention by critics and reviewers
 - Potential user appeal
 - Requests by library patrons
- b) Each type of material must be considered in terms of its own merits and its intended audience. Some material may be chosen to fulfill recreational needs of the community, while others may be selected because of their artistic merit, scholarship, or value to humanity.
- c) Library materials that experience high demand may or may not meet the general and specific criteria contained in this policy. Volume and nature of patron requests is a serious consideration for selectors.
- d) Materials donated to the library are not automatically added to the collection and are reviewed according to the selection criteria. The Library may add works produced by authors or publishers with Verona connections that meet the purpose and objectives of this policy.

V. Maintenance of Library Materials

- a. Most library materials are processed in such a way as to ensure their maximum use under normal circumstances.
- b. Damaged but still usable materials are mended according to an established set of procedures.

VI. Weeding of Library Materials

- a. Weeding, or the removal of materials from the library collection, is a positive and necessary function that enhances the collection's usefulness and appearance.
- b. Criteria to consider when weeding materials:
 - Relevancy and accuracy of information
 - Low circulation statistics or low community demand
 - Availability of improved or newer editions
 - Condition and appearance
 - Space availability
 - Outdated or harmful representations of groups of people
- c. Replacement of materials that are withdrawn is not automatic. The following criteria are considered when determining the need for replacement:
 - Number of copies in SCLS libraries
 - Existence of adequate coverage of the subject
 - Demand for the specific title or for material in that subject area
 - Existence of a newer format as a replacement

- d. Withdrawn materials may be donated to the Friends of the Library for resale or donated to another local organization. Materials unsuitable for transfer or sale are discarded or recycled. The library does not accept requests to hold weeded materials for individuals, with the exception of batches of frequently discarded newspapers.
- e. Donated items not added to the library collection may be disposed of or sold to benefit the library.

VII. Reconsideration of Library Materials

- a. The Verona Public Library recognizes that at any given time some materials may be deemed inappropriate or offensive by patrons. Selection of materials are based on the principles stated in this policy. Materials will not be identified to show approval or disapproval. No materials will be sequestered except to protect it from damage or theft.
- b. The Library Board believes that censorship is purely an individual matter and declares that while anyone is free to reject for themselves books and other materials that they do not approve of, they cannot exercise this right of censorship to other persons to read or use other library materials. The Verona Public Library adheres to and supports the "Library Bill of Rights" and the "Freedom to Read Statement". (See Appendix.)
- c. Responsibility for supervising children's use of the library and library materials rests with parents or legal guardians. At no time will the library staff act *in loco parentis*. Selection of library material will not be inhibited by the possibility that materials may come into the possession of children.
- d. Patrons requesting that an item be moved or withdrawn from the Verona Public Library collection must complete a "Request for Reconsideration of Library Materials" form, (See Appendix). Patrons must reside in a South Central Library System county to have their request considered. Only one request per patron will be considered at a time. The request for reconsideration will be acknowledged in writing by the Library Director within (10) ten days. The Library Director will assign a panel of staff members to evaluate the item in question. This will be completed in no more than (30) thirty business days of the initial request for reconsideration. The panel's recommendations will be considered, and the Library Director's final decision will be mailed to the patron. Once a title has been considered, it will not be reviewed again for a period of 2 years.
- e. Patrons may appeal the decision of the Library Director to the Verona Public Library Board of Trustees within 60 days. An appeal must be made in writing and delivered to the Library Director. Upon receipt of the written appeal, discussion of the appeal will be included on the agenda of the next regularly scheduled meeting of the Library Board of Trustees. Their decision will be final.

VIII. Appendix of the Collection Development Policy includes:

- "Request for Reconsideration of Library Materials" form
- "Certificate of Donation" form
- "Freedom to Read Statement"
- "Freedom to View"
- "Library Bill of Rights"

This policy replaces any previous policy regarding collection development.

Library Board approved on August 6, 2008

Library Board approved revision on June 8, 2011

Library Board reviewed on June 6, 2012

Library Board approved revision on June 5, 2013

Library Board Approved revision on June 4, 2014

Library Board approved revision on March 7, 2018

Library Board approved revision on June 1, 2022

Request for Reconsideration of Library Materials

Verona Public Library

Required:

Your Name: _____ Date: ____/____/____
Address: _____ Phone: _____
Email: _____

The trustees of the Verona Public Library have established a Collection Management Policy that includes a procedure for patrons to request a review of a specific item. Completion of this form is the first step in that procedure. Please answer the following questions about the item that you would like to have reconsidered and return this form to the library director or a library staff member. The library director will respond within 10 days of the receipt of this form.

1. Item on which you are commenting:

- Book Magazine Newspaper
 Movie Audio Recording Other (specify) _____

Title: _____

Author/Creator: _____

2. What brought this item to your attention?

3. What are your concerns about this item (please include page numbers if applicable)?

4. Have you examined the entire item? If not, what parts did you review?

5. Are there items you suggest with a similar purpose and/or other viewpoints on this topic?

6. What action are you requesting the committee consider?

- Move it to another collection in the library (ex. from children to teens, from teens to adult)
 Remove it from the library
 Other (specify)

I understand that by signing below, I am formally requesting the library reconsider the material indicated on this form; that the material will be reevaluated according the library's Collection Management Policy; and that this form will be shared with decision-makers as part of the reconsideration process.

Signature and Date: _____

Verona Public Library

Collection Management Policy

I. Introduction

- a. This policy was developed ~~to serve~~ as a guide for the library's selectors in regards to collection development, management, and material selection. ~~It defines what comprises the collection, specifies what types of materials are included, and explains the basis for making collection management decisions.~~ The policy also serves to inform the public about the library's collection and the principles that govern the selection process.
- ~~b. The goals and objectives stated in this policy are designed to assist library professionals in the selection process rather than replace their judgement.~~
- ~~c. b.~~ The library will continuously work to curate a collection representing a wide array of people, cultures, ideas, and experiences. The process of curating, maintaining, and providing a diverse and equitable collection is a continuous an ongoing process. ~~which will be considered during all aspects of collection management.~~
- ~~d. c.~~ The following statements ~~and policies~~ have been adopted by the Library Board and are used as guidelines for the development of the Library library collections: ~~The Library endorses~~ the American Library Association's "Library Bill of Rights," "Freedom to Read," and "Freedom to View," statements (presented included under VII in the Appendix).

II. Library Mission Statement

The mission of the Library is to enrich lives and build community by providing opportunities to discover, connect, learn, and enjoy.

III. Collection Development Policy

- a. The Library's collection is reviewed on an ongoing basis to meet current needs. ~~with the exception of certain areas of the collection outlined in the following policy.~~ This policy works to support the library's goals as outlined below:
 - ~~1. Provide popular materials~~
 - ~~2. Promote lifelong learning~~
 - ~~3. Support diversity, equity, inclusion, and accessibility~~
 - ~~4. Provide a space for community gathering~~
- b. Selection of library materials and resources is the responsibility of the professional staff of the Verona Public Library. Other staff members and the public may recommend materials for consideration. ~~Final responsibility rests with the Director.~~ The Director, ~~who operates within the framework of this policy as approved by the Library Board of Trustees,~~ delegates the authority to interpret the policy in day-to-day decisions to professional staff members. The Director retains the authority to reject or select any item contrary to the recommendations of the staff.
 - ~~c. Guidelines~~
 - ~~1. The selection of any material or resource does not constitute an endorsement.~~
 - ~~c.~~
 - ~~2. The library recognizes that many materials and resources can be controversial.~~
 - ~~d.~~
 - ~~3. Selection decisions are guided by the merits of the work, collection needs, and interests of a diverse community.~~

- e.
- 4.— Selection decisions are not influenced by the possibility that material may be accessible to children. Responsibility for children's use of library materials and resources lies with their parents, legal guardians, or caretakers.
- f.
- 5.— The library selects materials of varying complexity and format because it serves a public that includes a wide range of ages, educational backgrounds, interests, sensory preferences, and reading skills. ~~When staff review and select materials for purchase, they consider the needs of the entire community.~~
- g.
- 6.— The library may select materials that are to be used in the library only.
- h.
- i. Library materials will not be marked or identified to show approval, ~~or~~ disapproval, or ratings of the contents. ~~No materials will and nothing will~~ be sequestered except to protect ~~it~~ them from theft or damage.
- j. As a member of the South Central Library System (SCLS), the library provides materials and services to residents throughout the system who have library cards.

d. Criteria for Selection

- IV.
- e. Criteria for Selection
- f. —
- a. Materials are evaluated according to one or more of the following standards. An item need not meet all of these criteria to be acceptable.
- Present and potential relevance to community needs
 - Suitability of physical form for library use
 - Suitability of subject and style for intended audience
 - Cost
 - Importance as a document of the times
 - Relation to the existing collection and to other materials on the subject
 - Attention by critics and reviewers
 - Potential user appeal
 - Requests by library patrons
- 1.— Each type of material must be considered in terms of its own merits and its intended audience. ~~A single standard does not apply to all acquisition decisions; therefore, s~~Some material may be chosen to fulfill recreational needs of the community, while others may be selected because of their artistic merit, scholarship, or value to humanity.
- b)
- 2-c) Library materials that experience high demand, may or may not meet the general and specific criteria contained in this policy. Volume and nature of patron requests is a serious consideration for selectors. ~~Additionally as the community's social and intellectual climate changes, materials not originally recommended for purchase can become of interest. Such materials will be reevaluated as the need arises.~~
3. ~~Acquisition guidelines are objective in order to build a reputable collection. Selectors evaluate both purchased and donated acquisitions by examining professional reviews (ex. Library Journal) and by adhering to the standards listed in this policy.~~

~~4. As a member of the South Central Library System (SCLS), the library provides materials and services to residents throughout the system who have library cards.~~

5-d) _____ Materials donated to the library are not automatically added to the collection and ~~These items are r~~reviewed according to the selection criteria. The Library may add works produced by authors, ~~printer,~~ or publishers with Verona connections that meet the purpose and objectives of this policy.

IV.V. Maintenance of Library Materials

- a. Most library materials are processed in such a way as to ensure their maximum use under normal circumstances.
- b. Damaged but still usable materials are mended according to an established set of procedures.

V.VI. Weeding of Library Materials

- a. Weeding, or the removal of materials from the library collection, is a positive and necessary function that enhances the collection's usefulness and appearance. ~~Weeding can reduce the space a collection occupies to make room for better suited materials in addition to decreasing the time required to maintain it.~~
- b. Criteria to consider when weeding materials:
 - ~~1.~~• Relevancy and accuracy of information
 - ~~2.~~• Low circulation statistics or low community demand
 - ~~3.~~• Availability of improved or newer editions
 - ~~4.~~ ~~Material no longer in demand in the community~~
 - ~~5.~~• Condition and appearance
 - ~~6.~~• Space availability
 - ~~7.~~• Outdated or harmful representations of groups of people
- c. Replacement of materials that are withdrawn is not automatic. The following criteria are considered when determining the need for replacement:
 - ~~1.~~• Number of copies in SCLS libraries
 - ~~2.~~• Existence of adequate coverage of the subject
 - ~~3.~~• Demand for the specific title or for material in that subject area
 - ~~4.~~• Existence of a newer format as a replacement
- ~~d.~~ _____ Withdrawn materials may be donated to the Friends of the Library for resale, or donated to another local organization, ~~or offered to other libraries.~~ Materials unsuitable for transfer or sale are discarded or recycled. The library will does not accept requests to hold weeded materials for individuals, with the exception of batches of frequently discarded newspapers.
- ~~e.~~ _____ Donated items not added to the library collection may be disposed of or sold to benefit the library.

IV.VII. Reconsideration of Library Materials

- a. The Verona Public Library recognizes that at any given time some materials may be deemed inappropriate or offensive by patrons. Selection of materials are based on the principles stated in this policy. Materials will not be identified to show approval or disapproval. No materials will be sequestered except to protect it from damage or theft.
- b. The Library Board believes that censorship is purely an individual matter and declares that while anyone is free to reject for themselves books and other materials that they do not

approve of, they cannot exercise this right of censorship to other persons to read or use other library materials. The Verona Public Library adheres to and supports the “Library Bill of Rights” and the “Freedom to Read Statement”. (See Appendix.)

- c. Responsibility for supervising children’s use of the library and library materials rests with parents or legal guardians. At no time will the library staff act *in loco parentis*. Selection of library material will not be inhibited by the possibility that materials may come into the possession of children.
- d. Patrons requesting that an item be moved or withdrawn from the Verona Public Library collection must complete a “Request for Reconsideration of Library Materials” form, (See Appendix)~~a sample of which is included in the Appendix of this policy~~. Patrons must reside in a South Central Library System county to have their request considered, ~~and~~ Only one request per patron will be considered at a time. The request for reconsideration will be acknowledged in writing by the Library Director within (10) ten days. The Library Director will assign a panel of staff members to evaluate the item in question. This will be completed in no more than (30) thirty business days of the initial request for reconsideration. The panel’s recommendations will be considered, and the Library Director’s final decision will be mailed to the patron. Once a title has been considered, it will not be reviewed again for a period of 2 years.
- e. -Patrons may appeal the decision of the Library Director to the Verona Public Library Board of Trustees within 60 days. An appeal must be made in writing and delivered to the Library Director. Upon receipt of the written appeal, discussion of the appeal will be ~~scheduled~~ included on the agenda of the next regularly scheduled meeting of the Library Board of Trustees. Their decision will be final.

VII-VIII. Appendix of the Collection Development Policy includes:

- “Request for Reconsideration of Library Materials” form
- “Certificate of Donation” form
- “Freedom to Read Statement”
- “Freedom to View”
- “Library Bill of Rights”

This policy replaces any previous policy regarding collection development.

Library Board approved on August 6, 2008

Library Board approved revision on June 8, 2011

Library Board reviewed on June 6, 2012

Library Board approved revision on June 5, 2013

Library Board Approved revision on June 4, 2014

Library Board approved revision on March 7, 2018

Library Board approved revision on June 1, 2022

Request for Reconsideration of Library Materials

Verona Public Library

Required:

Your Name: _____ Date: ____/____/____
Address: _____ Phone: _____
Email: Title of Item: _____

The trustees of the Verona Public Library have established a Collection Management Policy that includes a procedure for patrons to request a review of a specific item. Completion of this form is the first step in that procedure. Please answer the following questions about the item that you would like to have reconsidered and return this form to the library director or a library staff member. The library director will respond within 10 days of the receipt of this form.

1. Item on which you are commenting:

Book Magazine Newspaper
 Movie Audio Recording Other (specify) _____

~~1. Did you find the item on the shelf at the Verona Public Library or place a hold through LinkCat?~~

~~Title: _____~~

~~Author/Creator: _____~~

2. What brought this item to your attention? How did you learn of this item?

3. What are your concerns about objections to this item (please include page numbers if applicable)?

~~4. Have you examined the entire item? Did you read/listen/view the work in its entirety? If not, what parts did you review? read/listen /view?~~

~~_____~~

~~5. What harm do you feel might result from reading/listening to/viewing this work?~~

~~4. _____~~

~~6. Have you read any professional reviews of the work? If so, please list sources of reviews.~~

~~7. What do you think are the main ideas of the work/what was the author's/artist's purpose in creating this work?~~

~~8. What suggestion do you have for a work with a similar purpose to replace this item? Are there items you suggest with a similar purpose and/or other viewpoints on this topic?~~

5.

6. What action are you requesting the committee consider?

~~9. would you like the library to do with this material?~~

Move it to another collection in the library (ex. from children to teens, from teens to adult)

Remove it from the library

Other (specify)

~~Thank you for taking the time to fill out this form. The Library Director will respond to your concerns within 10 days of the receipt of this form.~~ I understand that by signing below, I am formally requesting the library reconsider the material indicated on this form; that the material will be reevaluated according the library's Collection Management Policy; and that this form will be shared with decision-makers as part of the reconsideration process.

Signature and Date: _____