DeForest Area Public Library



Check out your library



Your Library

- Founded in 1964
- Library Street location opened in 2002
- 35,000 square feet
- Member of the South Central Library System (53 libraries)

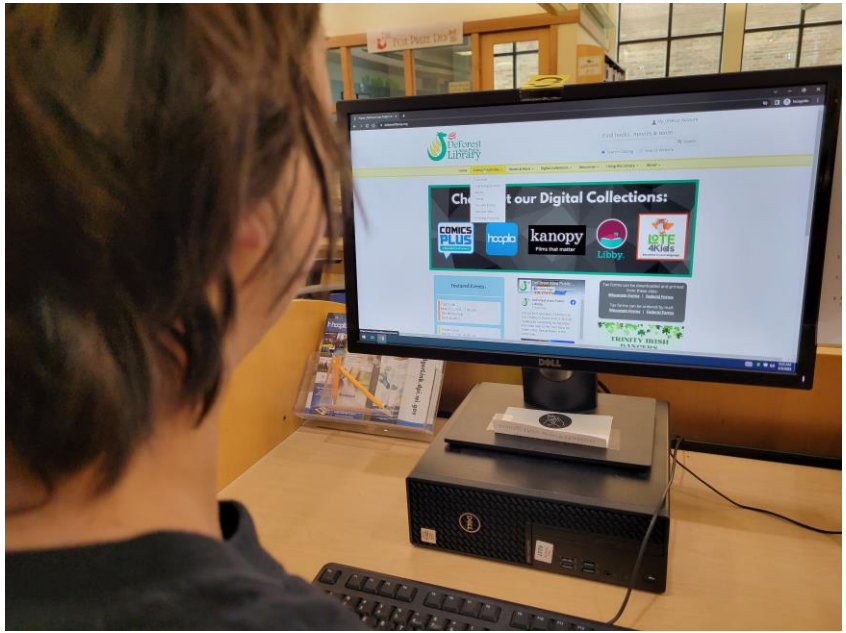


Your Library

- 9 full-time,15 part-time staff and 30+ volunteers
- 7,930 cardholders
- 101,599 visitors in 2023

DeForest Area Public Library

Source:
2023 Annual Report



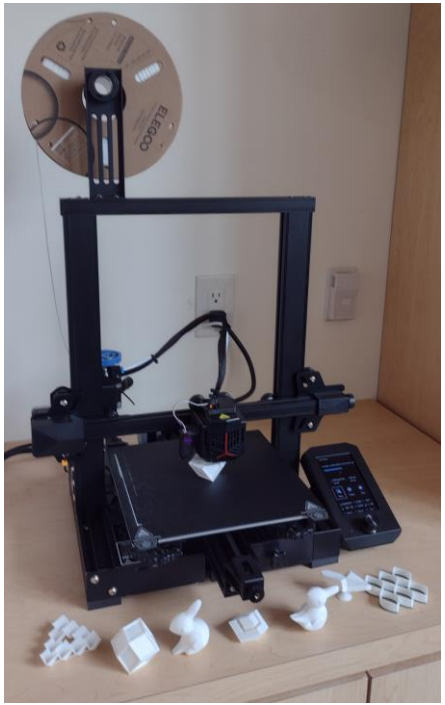
Access

- Building is open **64 hrs**/wk
  7 days/wk, **359 days**/yr
- **Free** access to public computers, Wi-Fi, materials, programs & resources
- **Services** (notary, copying, scanning, printing, faxing)

We've got that!



- Outdoor Games
- Puzzles
- Projectors
- Metal Detectors
- Telescopes
- 3D Printers



DeForest Area Public Library

We've got that!

Board Games

Rubber Stamp Kits

Karaoke Machines

Record Player

Pickle Ball Sets

Gaga Balls





DeForest Area Public Library

We've got that!





- Wi-Fi Hotspots
- Lefse Making Kit
- Electricity Monitors
- Cake Pans & Decorating Tips
- Car Scan Inspector

Discover, Create, Gather



- Summer & winter reading programs
- Summer concerts
- Harry Potter Birthday Party
- Library Card Sign-Up Month
- Dinovember & Dino Day
- Santa & other special guests
- National Library Week Open House
- Bluey Party

DeForest Area Public Library

Discover, Create, Gather



- Book clubs
- Story times
- Performances
- Interest groups
- Board gaming
- Puzzle & craft swaps
- Author visits
- Qigong

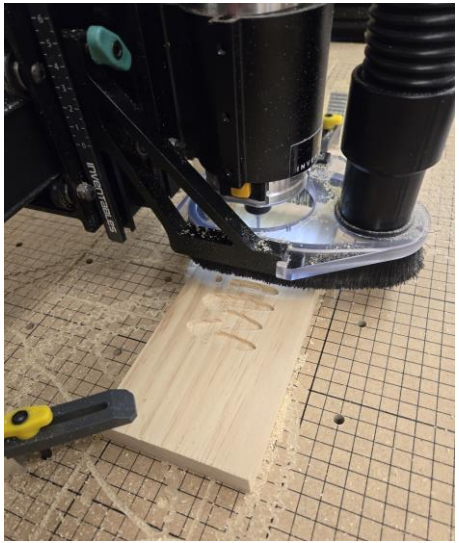


DeForest Area Public Library

Discover, Create, Gather



- Maker spaces
- Mini painting
- After school activities
- Community outreach
- Guest presenters
- Meeting spaces



DeForest Area Public Library

Discover, Create, Gather



- **24,722** people attended **1,020** in-person programs
- **34,586** people participated in**223** self-directed activities
- Guest performers & presenters fully funded by donations & sponsorships

DeForest Area Public Library

Source:
2023 Annual Report

Discover, Create, Gather



Annual Harry Potter Birthday Party







DeForest Area Public Library

Discover, Create, Gather

Halloween Party & Haunted Library













DeForest Area Public Library

Discover, Create, Gather



Bluey Party



Dino Day





DeForest Area Public Library

Source:
2023 Annual Report

Discover, Create, Gather

Annual Visit with Santa







DeForest Area Public Library

Collection



78,922
Physical Items

57,528 books
16,868 audio & video
4,381 other items
145 newspapers & magazines



249,229
Electronic Items

171,638 e-books
77,522 downloadable audio & video
69 electronic collections

Circulation



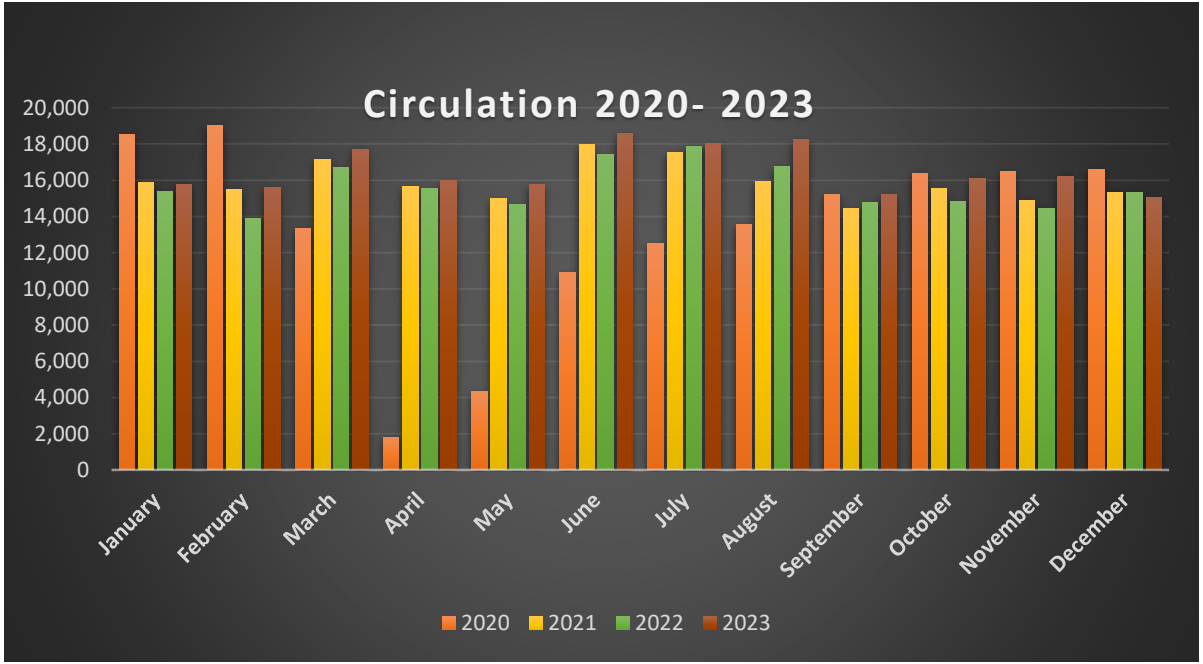
198,251
Physical Items

43,531
Electronic Items

DeForest Area Public Library

Source:
2023 Annual Report

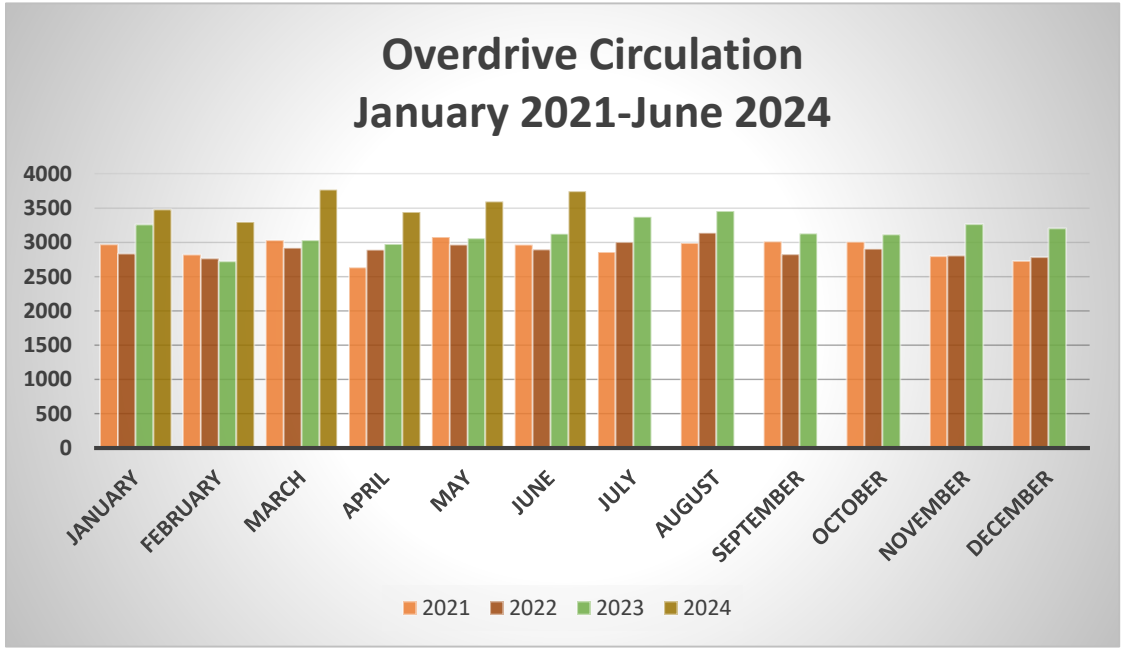
Circulation - Physical Items



DeForest Area Public Library

Sources:
2020-23 Annual Reports

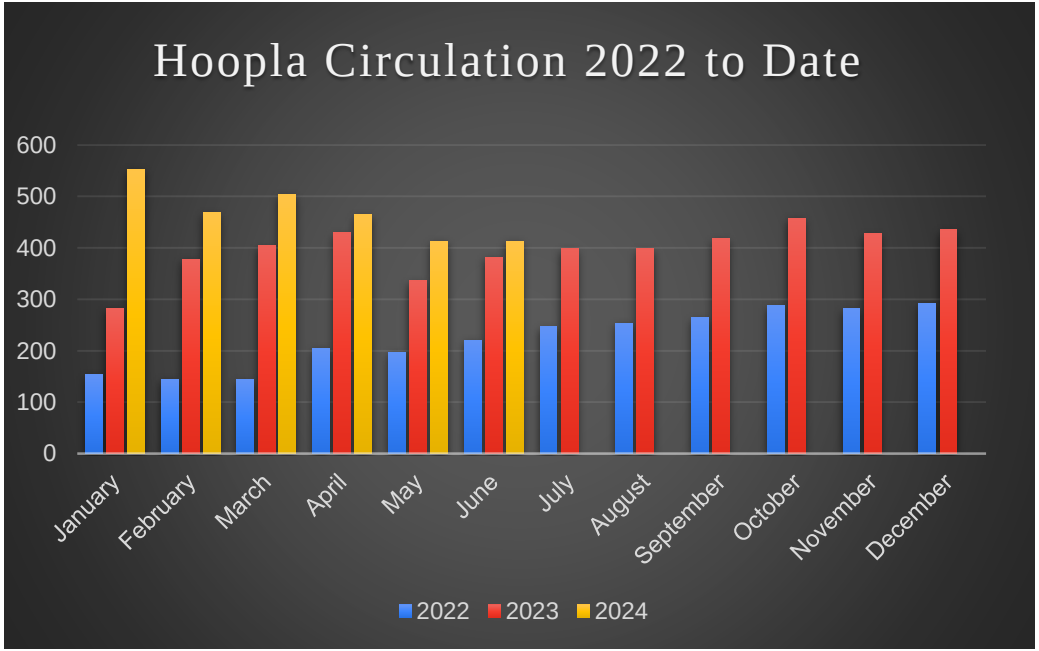
Circulation - Electronic



DeForest Area Public Library

Sources:
2021-23 Annual Reports,
2024 Monthly Statistics

Circulation - Electronic



DeForest Area Public Library

Sources:
2022-23 Annual Reports,
2024 Monthly Statistics

Vision for the Future



Community Survey (August 2021)

- Distributed to all DASD households via the DeForest Times-Tribune
- Addressed wide range of topics:
  - Customer service & user experience
  - Collections & programming
  - Technology & library amenities

Vision for the Future



Key Survey Findings (August 2021)

- View **staff** as Library's greatest asset
- Still see **books** as the Library's "brand"
- Appreciate array of **programming**
- Seeking improved **communication** about Library offerings
- Desire more **meeting** and study rooms

Vision for the Future

Long-Range Plan Vision Statement

The DeForest Area Public Library will be a vital community destination that celebrates reading and transforms lives by providing accessible, equitable, and inclusive services through the use of current resources and technology.

Vision for the Future



Long-Range Plan Goals: 2022-2027

GOAL 1 The DAPL will provide **excellent customer service.**

2025 Budget: Retain our fully-staffed customer service team

Vision for the Future



Long-Range Plan Goals: 2022-2027

GOAL 3 The DAPL will maintain and enhance its **highly qualified, knowledgeable and motivated staff.**

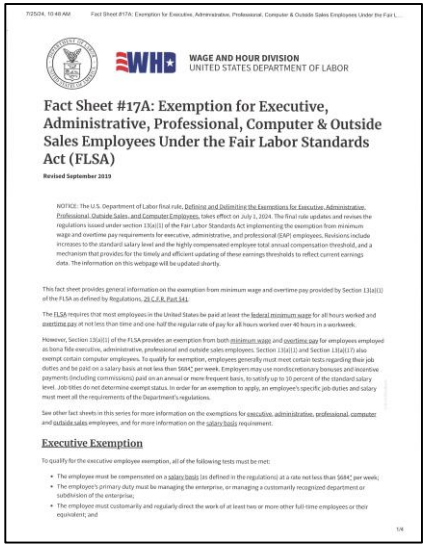
2025 Budget: Continue moving towards compensation parity with village employees & area businesses

DeForest Area Public Library

Challenges:

- Current employment market
- Salary & wages at other Dane County libraries
- Salary & wages paid at Local Business

Local and Federal Rules require higher compensation to attract and retain staff



WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR

Fact Sheet #17A: Exemption for Executive, Administrative, Professional, Computer & Outside Sales Employees Under the Fair Labor Standards Act (FLSA)

Revised September 2019

NOTICE: The U.S. Department of Labor final rule, Defining and Delimiting the Exemptions for Executive, Administrative, Professional, Outside Sales, and Computer Employees, takes effect on July 1, 2024. The final rule updates and revises the regulations issued under section 13(a)(1) of the Fair Labor Standards Act implementing the exemption from minimum wage and overtime pay requirements for executive, administrative, and professional (EAP) employees. Revisions include increases to the standard salary level and the highly compensated employee total annual compensation threshold, and a mechanism that provides for the timely and efficient updating of these earnings thresholds to reflect current earnings data. The information on this webpage will be updated shortly.

This fact sheet provides general information on the exemption from minimum wage and overtime pay provided by Section 13(a)(1) of the FLSA as defined by Regulations, 29 C.F.R. Part 541.

The FLSA requires that most employees in the United States be paid at least the federal minimum wage for all hours worked and overtime pay at not less than time and one-half the regular rate of pay for all hours worked over 40 hours in a workweek.

However, Section 13(a)(1) of the FLSA provides an exemption from both minimum wage and overtime pay for employees employed as bona fide executive, administrative, professional and outside sales employees. Section 13(a)(1) and Section 13(a)(17) also exempt certain computer employees. To qualify for exemption, employees generally must meet certain tests regarding their job duties and be paid on a salary basis at not less than $684* per week. Employers may use nondiscretionary bonuses and incentive payments (including commissions) paid on an annual or more frequent basis, to satisfy up to 10 percent of the standard salary level. Job titles do not determine exempt status. In order for an exemption to apply, an employee's specific job duties and salary must meet all the requirements of the Department's regulations.

See other fact sheets in this series for more information on the exemptions for executive, administrative, professional, computer and outside sales employees, and for more information on the salary basis requirement.

Executive Exemption

To qualify for the executive employee exemption, all of the following tests must be met:

- The employee must be compensated on a salary basis (as defined in the regulations) at a rate not less than $684* per week;
- The employee's primary duty must be managing the enterprise, or managing a customarily recognized department or subdivision of the enterprise;
- The employee must customarily and regularly direct the work of at least two or more other full-time employees or their equivalent; and

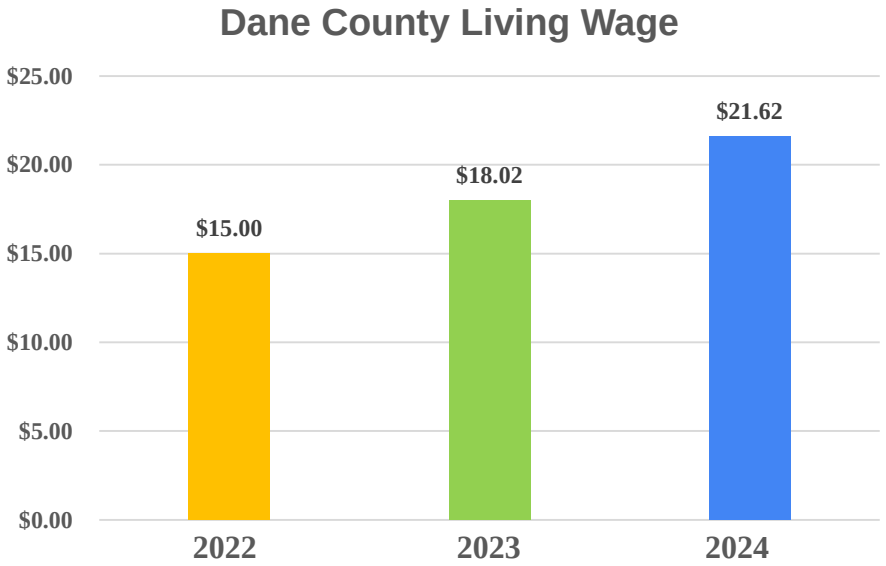
1/8

- Fair Labor Standards Act (FLSA) Rule took effect July 1, 2024
- Four staff members did not meet weekly salary requirement

2025 Budget: Fully staff our customer service team, move towards compensation parity

DeForest Area Public Library

Challenges: Dane County Living Wage



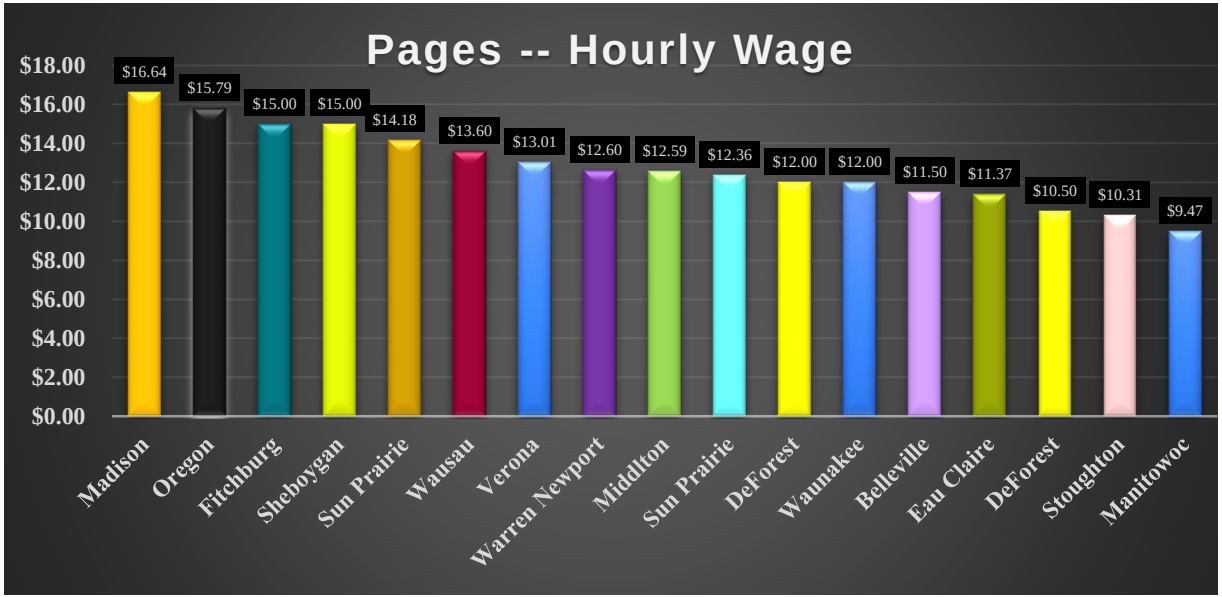
- The Library Board has been attempting to reach this living wage for library clerks through the annual budget
- It is a moving target

2025 Budget: Fully staff our customer service team, move towards compensation parity

DeForest Area Public Library

Challenges: Retain so we don't have to retrain

- Current employment market
- Salary & wages at other Dane County libraries
- Salary & wages paid at Kwik Trip

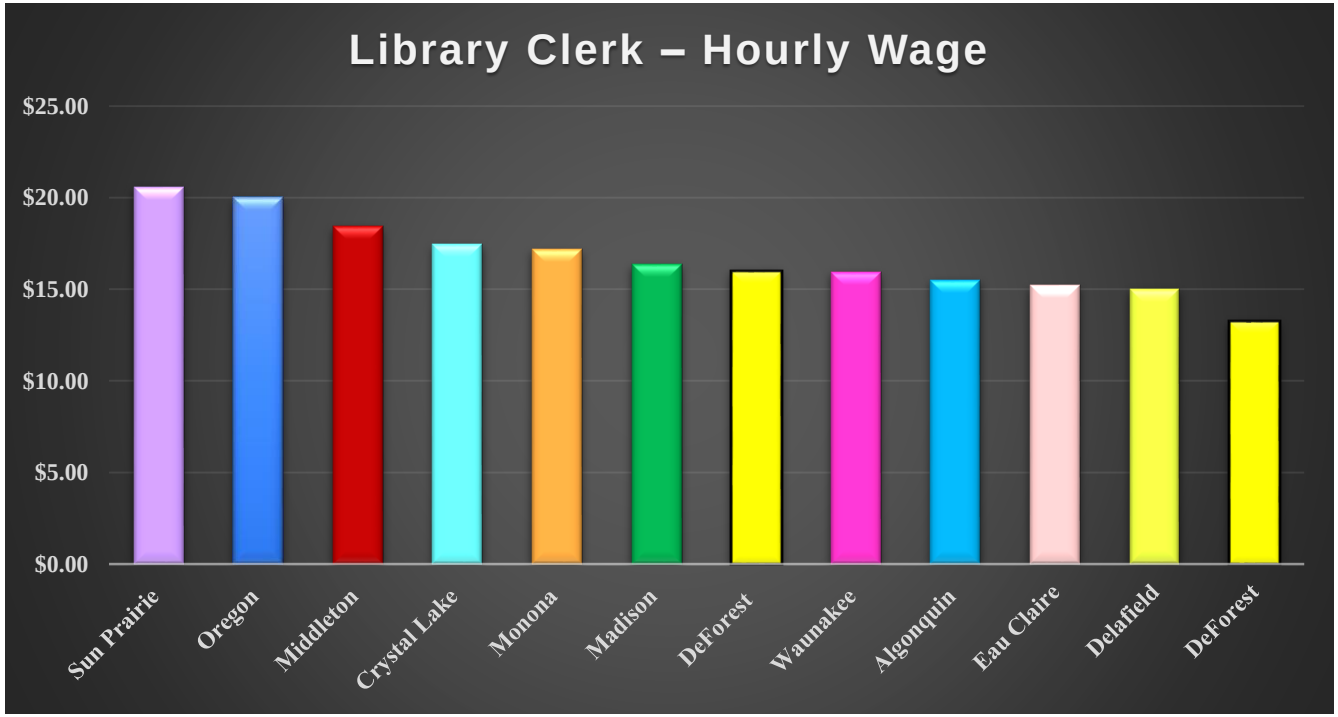


2025 Budget: Fully staff our customer service team, move towards compensation parity

DeForest Area Public Library

Challenges:

Retain so we don't have to retrain

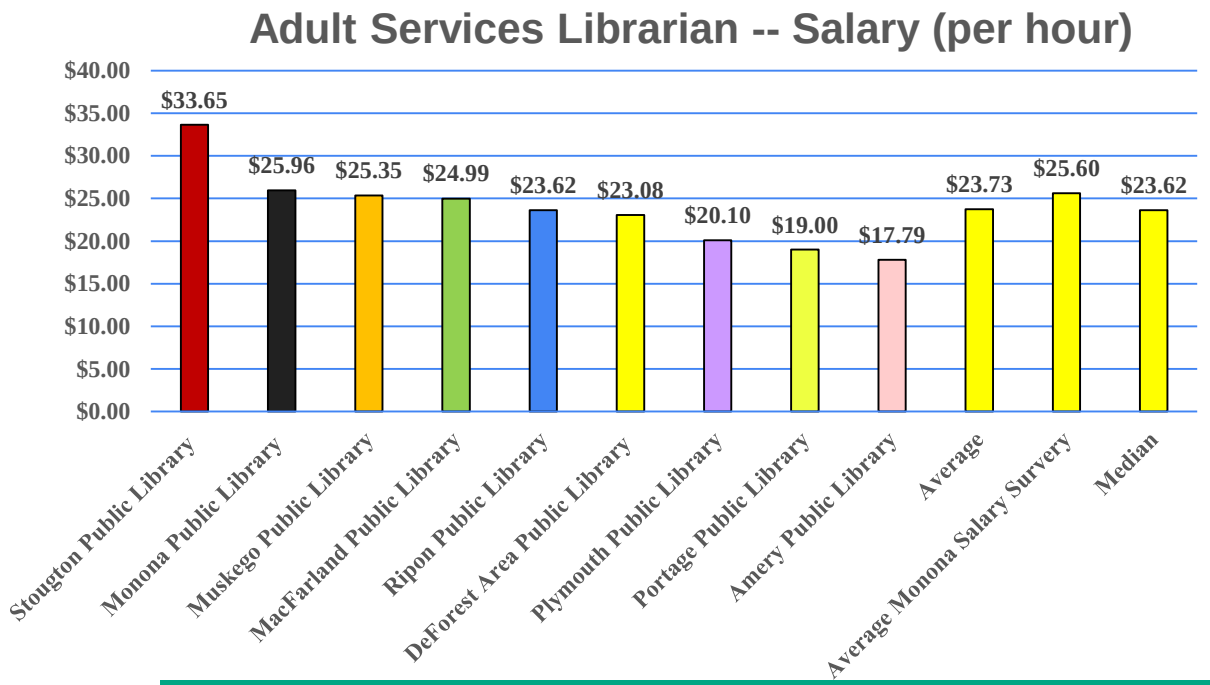


2025 Budget: Fully staff our customer service team, move towards compensation parity

DeForest Area Public Library

Challenges:

Retain so we don't have to retrain

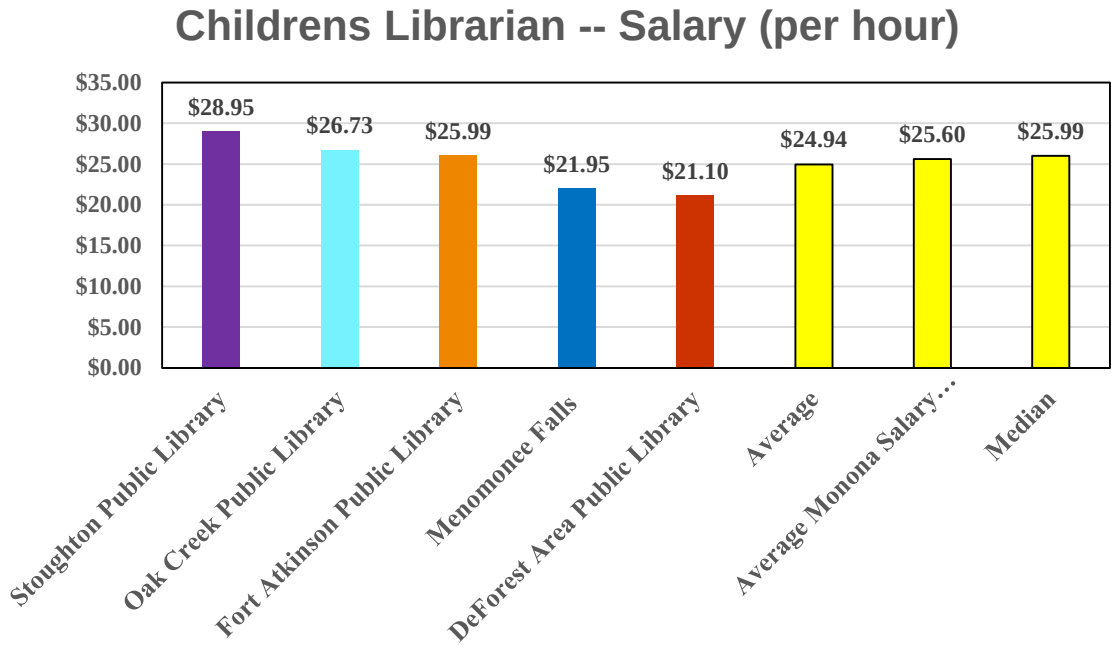


2025 Budget: Fully staff our customer service team, move towards compensation parity

DeForest Area Public Library

Challenges:

Retain so we don't have to retrain

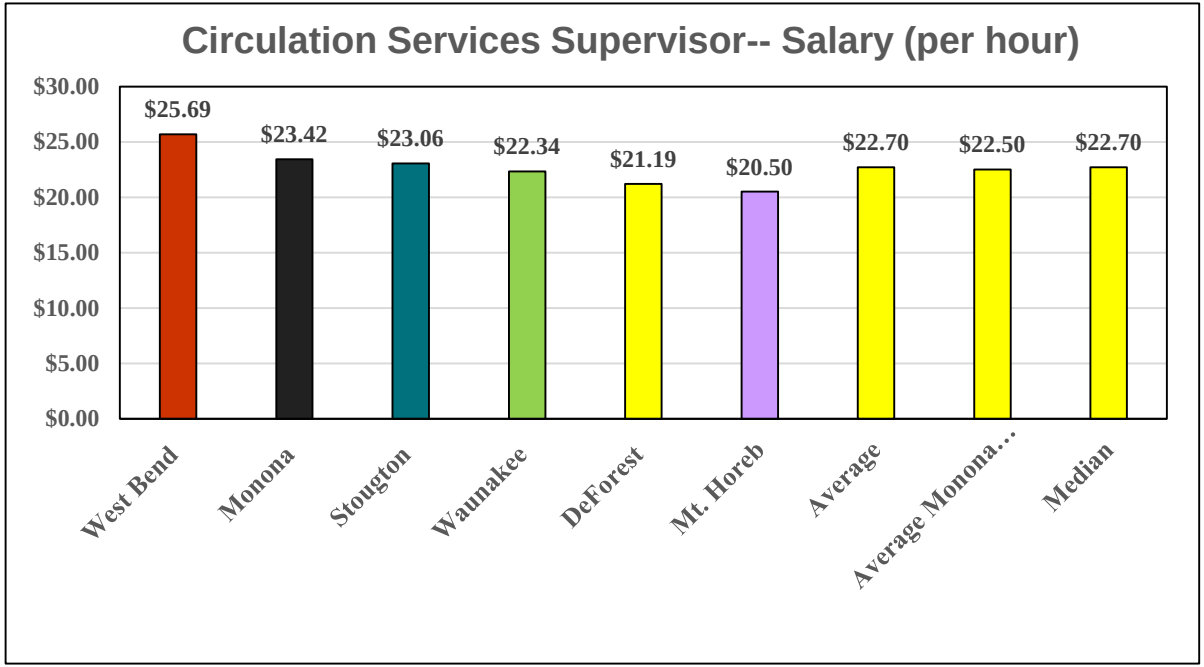


2025 Budget: Fully staff our customer service team, move towards compensation parity

DeForest Area Public Library

Challenges:

Retain so we don't have to retrain

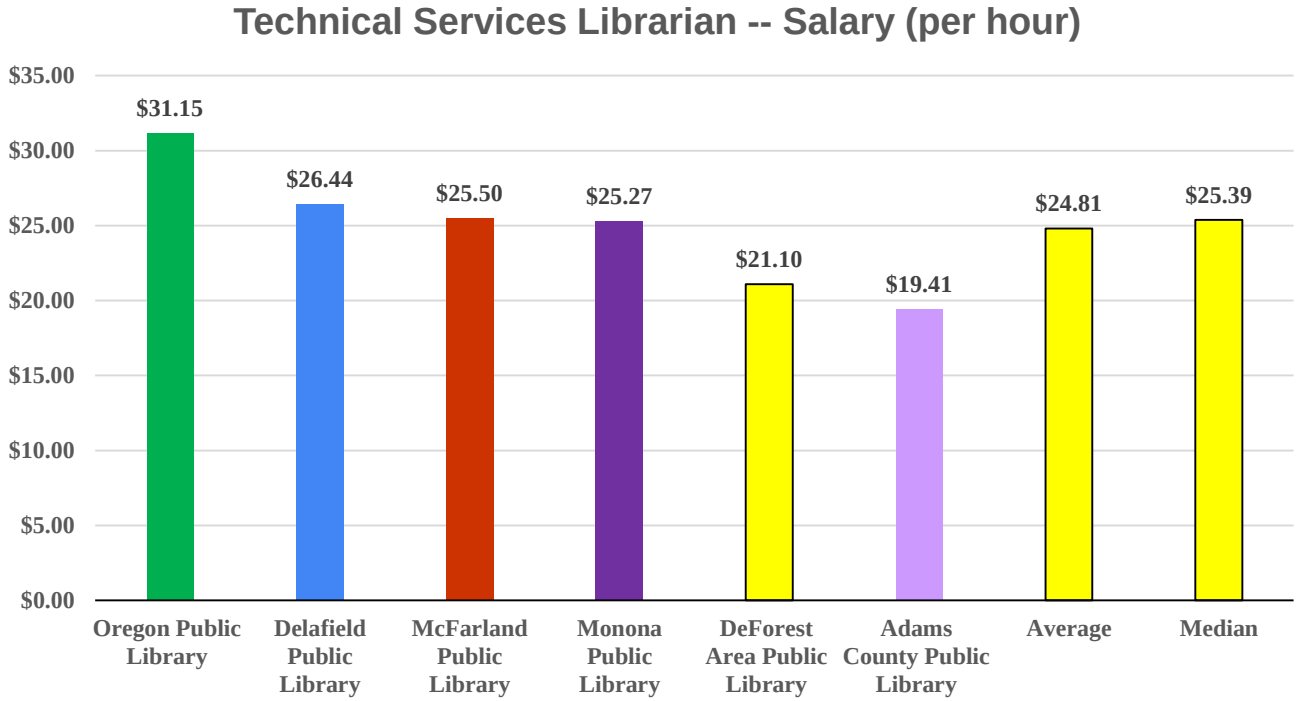


2025 Budget: Fully staff our customer service team, move towards compensation parity

DeForest Area Public Library

Challenges:

Retain so we don't have to retrain

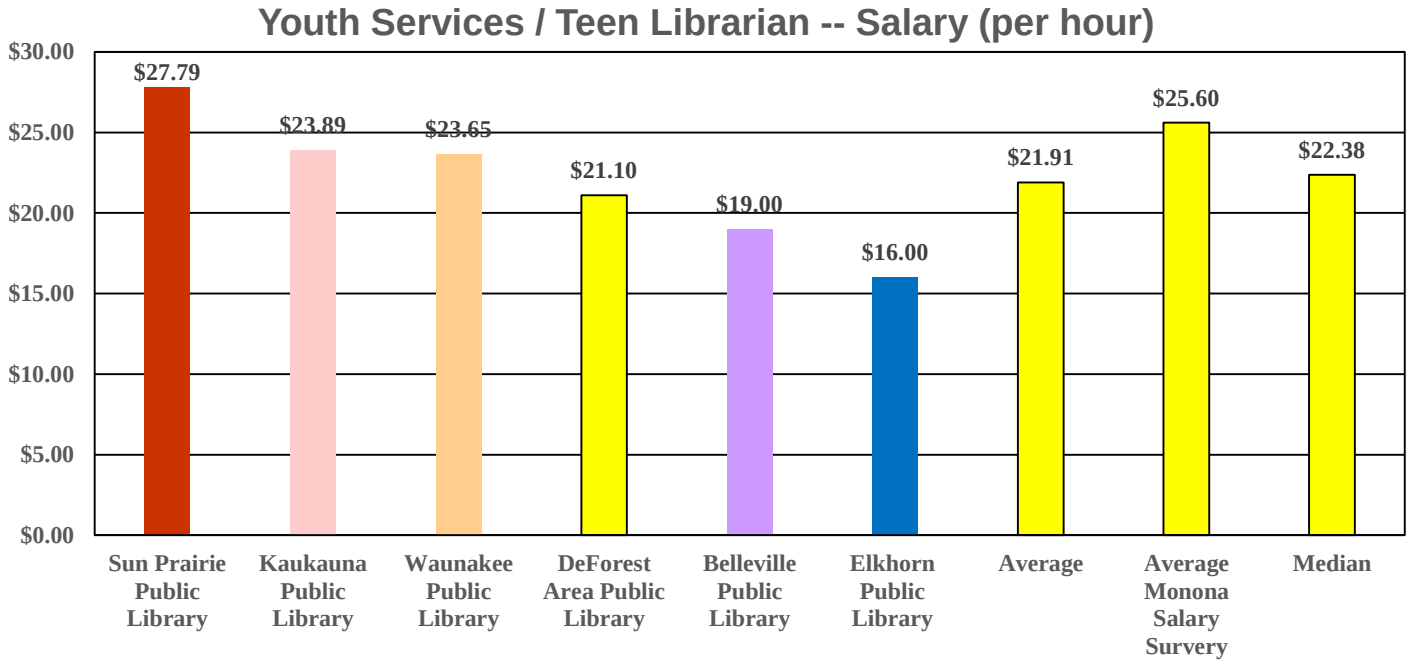


2025 Budget: Fully staff our customer service team, move towards compensation parity

DeForest Area Public Library

Challenges:

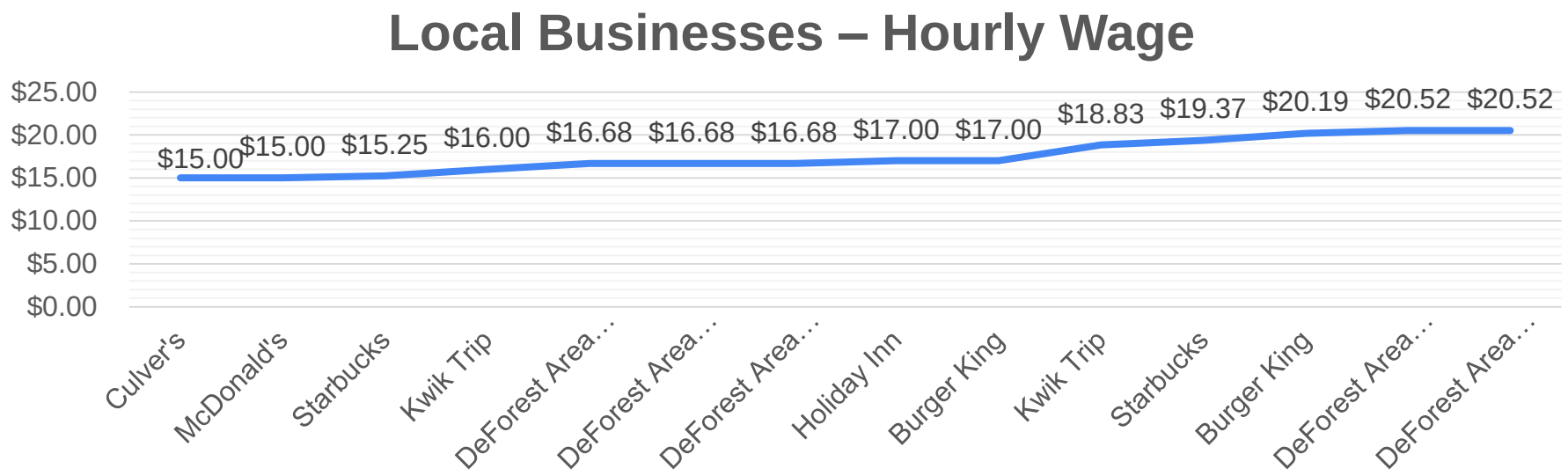
Retain so we don't have to retrain



2025 Budget: Fully staff our customer service team, move towards compensation parity

DeForest Area Public Library

Challenges: Retain so we don't have to retrain



2025 Budget: Fully staff our customer service team, move towards compensation parity

DeForest Area Public Library

Vision for the Future



Long-Range Plan Goals: 2022-2027

GOAL 1 The DAPL will provide **excellent customer service** by providing access in a number of ways using technology to expand hours and points of access

2025 Budget: Provide access to the internet and databases as well as explore emerging technology

DeForest Area Public Library

Challenges: Popular services are pay-per-use



- Costs for the circulation system have been stable.
- Providing access to popular on-line electronic resources like Hoopla and Kanopy continue to rise because they have a pay-per-use structure. More use equals more costs.

2025 Budget: Provide access to the internet and databases as well as exploring emerging technology.

DeForest Area Public Library

Vision for the Future



Long-Range Plan Goals: 2022-2027

GOAL 2 The DAPL will develop **collections, programs and activities** that **meet the needs of and reflect the interests of community members** and library patrons by offering a wide range of educational, cultural, and social experiences.

2025 Budget: Continue to build collections & programs

DeForest Area Public Library

Challenges: Rising costs

- Rising cost of books, audio & video materials
- New shipping surcharges
- **10-fold increase in freight costs 2020 to 2022**

	Average book price increase				
	Source: School Library Journal				
Type	2020	2021	2022	2023	Increase
Children's Hardcover Fiction	$ 16.48	$ 16.65	$ 16.03	$ 16.39	2.25%
Children's Hardcover Li Bind Nonfiction	$ 18.14	$ 18.29	$ 17.57	$ 17.87	1.71%
Children's Hardcover Nonfiction	$ 20.09	$ 20.25	$ 23.16	$ 23.86	3.02%
Children's Paperback Fiction	$ 7.75	$ 7.71	$ 8.46	$ 8.54	0.95%
Children's Paperback Nonfiction	$ 8.56	$ 8.34	$ 9.93	$ 9.94	0.10%
Children's Paperback Mass Market	$ 7.49	$ 8.27	$ 8.36	$ 8.48	1.44%
Young Adult Hardcover Fiction	$ 19.16	$ 19.13	$ 19.42	$ 20.12	3.60%
Young Adult Hardcover Nonfiction	$ 21.58	$ 21.15	$ 21.81	$ 23.18	6.28%
Young Adult Paperback Fiction	$ 12.47	$ 12.66	$ 12.63	$ 13.46	6.57%
Young Adult Paperback Nonfiction	$ 17.40	$ 17.25	$ 17.11	$ 17.20	0.53%
Young Adult Paperback Mass Market	$ 10.46	$ 11.26	$ 12.51	$ 12.88	2.96%
Adult Hardcover Fiction	$ 27.52	$ 27.45	$ 28.23	$ 28.94	2.52%
Adult Hardcover Nonfiction	$ 28.54	$ 28.49	$ 30.23	$ 30.91	2.25%
Adult Paperback Fiction	$ 18.11	$ 17.89	$ 18.71	$ 19.40	3.69%
Adult Paperback Nonfiction	$ 20.81	$ 21.04	$ 22.56	$ 22.58	0.09%
Adult Paperback Mass Market	$ 8.01	$ 8.15	$ 8.70	$ 8.70	0.00%
Average	$ 16.41	$ 16.53	$ 17.34	$17.71	2.16%

2025 Budget: Continue to build collections & programs

DeForest Area Public Library

Vision for the Future





Long-Range Plan Goals: 2022-2027

GOAL 4

The DAPL will **increase community awareness and support** of collections and services by utilizing creative messaging, engaging community outreach, and enhancing our voice via partnerships.

2025 Budget: New tools & training to facilitate communications & collaborations

DeForest Area Public Library





Aging Facility



- Carpet showing wear & tear
- Interior lighting is inefficient, ineffective & maintenance intensive
- Building at capacity
  - Built to last 20 to 25 years
  - Shelves are full, even with ongoing collection maintenance

Children's Room Project -- Completed

A combination of Village funds, donations, & fundraising





2023 Project: Flooring replacement & renovation of Children's Room

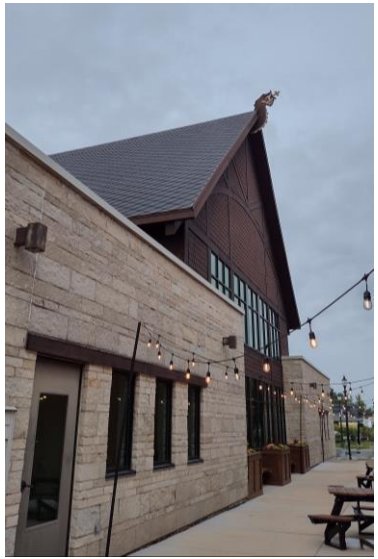
DeForest Area Public Library

Aging Facility





Interior lighting is inefficient, ineffective & maintenance intensive – being replaced piecemeal to match renovation lighting.



Alleyway upgrade completed summer 2024.

Vision for the Future



Source: maps.google.com

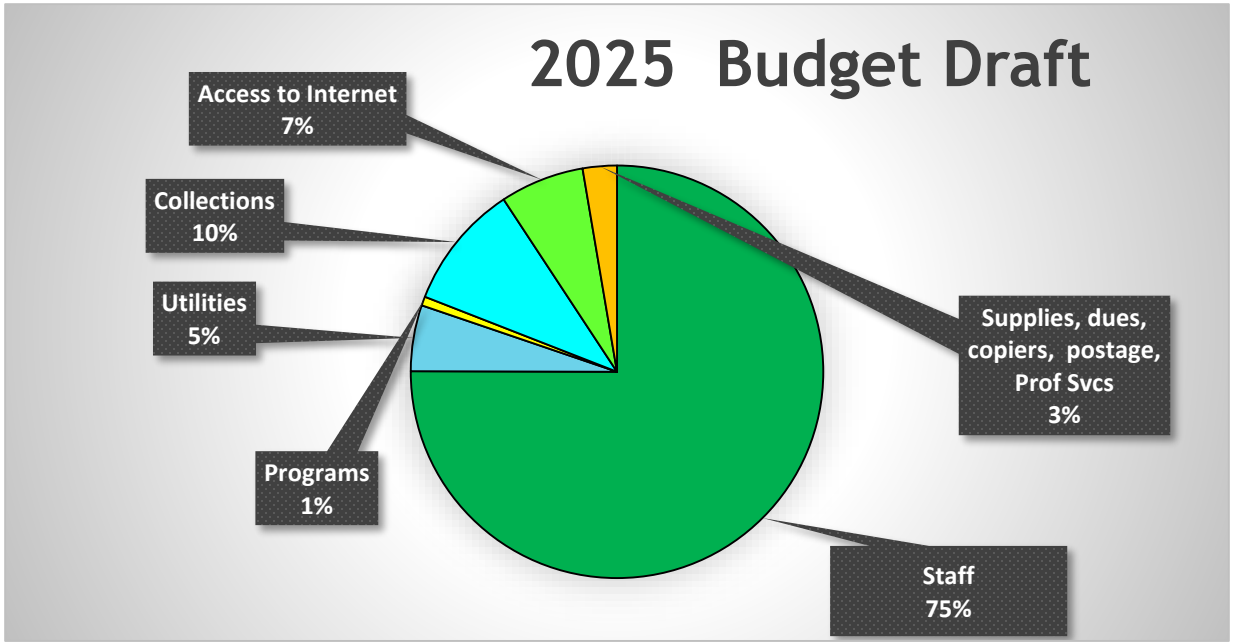
Long-Range Plan Goals: 2022-2027

GOAL 5 The DAPL will begin preliminary discussions with possible funders and stakeholder groups in the community about the need for **enhancing and expanding the facility.**

2025 Budget: Update carpeting & lighting throughout the library (capital)

DeForest Area Public Library

Budget for the Future



DeForest Area Public Library

Budget for the Future

2025 Operating Budget

- The Big Buckets remain the same as 2024
- Priority is still addressing staff salaries & wages
- Maintain physical & digital collections

Budget for the Future

2025 Operating Budget

- Priority #1: addressing staff ***salaries*** & hourly wages
- FLSA rule that took effect July 1 has already moved all full-time staff to $21.10 or above.
- This resulted in compressing the pay ranges so that experience and responsibility aren't fully reflected.
- Last year's stated goal for salaried staff members was $23 for all instead of the $18-19 some were making.

Budget for the Future

2025 Operating Budget

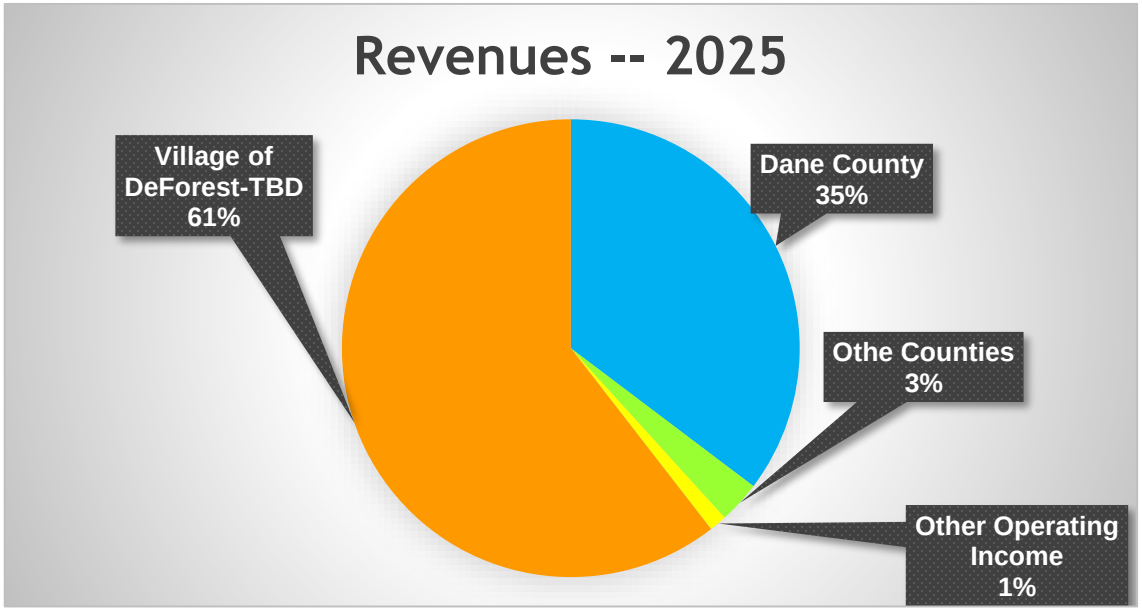
- Priority #1: addressing staff salaries & ***hourly wages***
- Last year's budget moved library clerks to $16/hour with long-time employees making $18 and pages making $12.50
- Last year's budget attempted to move all hourly employees toward minimum living wage in Dane County which was $18 but is now $21.62.

Budget for the Future

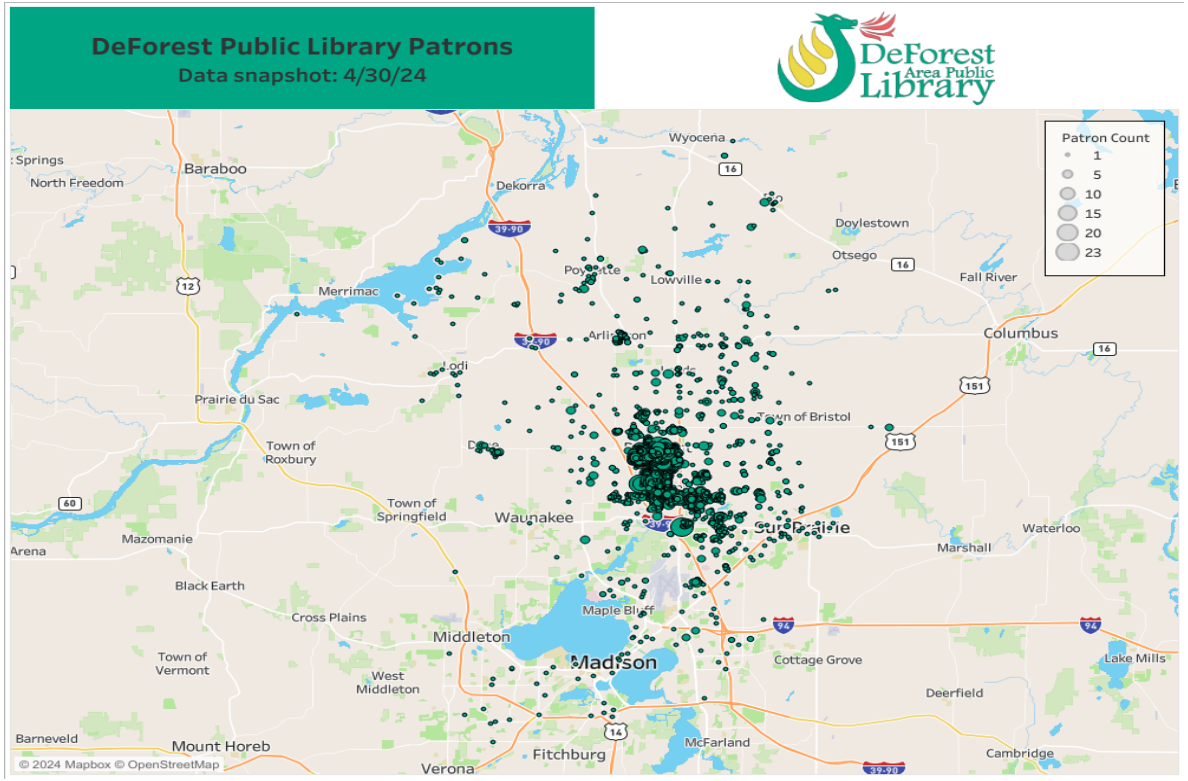
2025 Operating Budget

- Maintain physical and digital collections to satisfy library users and meet Dane County Library Standards
- Budget increase of 6.8% which would move salary and wages forward, as well as meet rising costs of digital and physical materials and programs

Budget for the Future



2025 Revenue Sources



DeForest Area Public Library

Facilitating Communications

Scan & Visit
deforestlibrary.org

Subscribe
to our e-newsletter

Download & Install
LINKcat Mobile app

Like & Follow
on social media

DeForest Area Public Library

Vision for the Future

To celebrate another 60 years in 2024 – sexagenary

60th Anniversary



Diamond Jubilee



DeForest Area Public Library