



Volume 1 Issue 12 December 19, 2016

Year End Checklist

- Brag about yourself!
- Send library accomplishments to boards, city, news outlets, social media, WVLS.
- Review your continuing education activities & paperwork for Director Certification.
- Continue to use email lists for questions and feedback.
- Set a reminder to send meeting agendas and minutes to WVLS.
- Set a reminder to send major accomplishments and projects to WVLS so we can brag about you too!
- Brush up on [instructions and what's new for the Annual Report](#), more information coming soon!



Tax Season Tools

Every year patrons come to the library for tax forms and help.

Bookmark the [Federal IRS](#) forms page and [Wisconsin.gov](#) forms page to help you and your staff find tax forms for patrons faster. If you can, designate a public or catalog computer as the computer for patrons to find and print tax forms for themselves.

Consider printing out Federal and State customer service telephone numbers and website addresses for your patrons to call. [Tax season tools.](#)



[Courier Best Practices Video](#)

From transit slips to packing blue bins, this video demonstrates preparing library items for courier to the Waltco sorting site. Check out the [WVLS YouTube channel](#) for the courier video, workshop recordings, and makerspace videos!



Rib Lake Public Library

Juno's Book Club

Certified therapy dog Juno visits the Rib Lake Public Library each week for [Juno's Book Club](#). Miss Juno listens to children grades 1-5 read to her as they work toward a free book and certificate of completion. See more pictures of Juno's Book Club on the [Rib Lake Public Library Facebook Page](#).



Wild Wisconsin Winter Web Conference

19 Webinars January 24-26, 2017

Attend 60-minute webinars from powerhouse speakers focusing on public libraries without leaving your library in January! Enjoy tracks of webinars: staff empowerment, tech trends, youth services, small but mighty, and library leadership. All webinars will be recorded. Made possible through a NFLS and WVLS partnership. [Register and view the 2016 archives.](#)

Periodic Renewal Discussion Group

February 2nd
12-3pm
Wausau-WVLS

The All- Generation Library

February 16th
Webinar
1pm
[Register](#)

Library Legislative

Day
February 21st
[Information](#)



Save the Date for State Library Legislative Day 2017

February 21, 2017

[Library Legislative Day](#) held at the state capitol in Madison, is an annual opportunity for librarians and citizen library advocates throughout the state to meet with legislators and legislative staff members in support of 2017-2019 state budget requests for regional and local library services, and other library related issues. Relationship building begins at home where frequent ongoing advocacy contacts in legislative districts is encouraged throughout the year to demonstrate the ways in which "Libraries Transform." An annual WVLS scholarship up to \$400 is available for a librarian, trustee or friend to attend Library Legislative Day for the first time. [Find highlights from 2016 Library Legislative Day here.](#) Email kawendt@wvls.org for more information.



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Our mailing address is:
300 N FIRST ST WAUSAU, WI 54403
715-261-7250

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