

## AGENDA FOR THE MEETING OF THE BARABOO PUBLIC LIBRARY BOARD OF TRUSTEES

Members noticed must notify the person who prepared the agenda (see below) at least 24 hours before the meeting if they will not be able to attend.

**Date and Time:** Tuesday, August 20, 2019- 5:30pm

**Location:** Lower Level Meeting Room, Baraboo Public Library 230 4<sup>th</sup> Ave. Baraboo, WI 53913

**Members Noticed:** J. Ellington, F. Hartmann, A. Kujawa, B. Persche, P. Roland, L. Steffes, B. Stelling, M. Yates-Wickus, P. Zolper

**Others Noticed:** Clerk's office, City Administrator, Mayor, City Attorney, TAB Representative, Library Staff, Media

### I. Call to order

- A. Note compliance with Open Meeting Law
- B. Roll call
- C. Approval of the July 16, 2019 Library Board meeting minutes
- D. Approval of the Agenda

### II. Public Hearings/Appearances

- A. E. Helena Kross – patron concerns

### III. Action items

- A. Committee assignments for next year from Chair
- B. Discuss 2020 Budget Draft
- C. Building project update
- D. Bills: P. Zolper, Examiner

### IV. Information items

- A. Updated board contacts sheet
- B. Teen Advisory Board report (no report this month)

C. Financial Reports

- a. Revenue and donations report
- b. General Fund Income Statement with Comparison to Budget report
- c. Trust Fund report
- d. LPL Brokerage Funds report

D. Staff reports

- a. Adult Services Report
- b. Youth Services Report
- c. Director's Report

E. Statistics

F. Friends report – P. Zolper

G. Correspondence

**VI. Adjourn**

---

Agenda Posted by \_\_\_\_\_ on \_\_\_\_\_  
Agenda prepared by J.Bergin

**PLEASE TAKE NOTICE** that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Library Director at 230 4<sup>th</sup> Avenue, or phone 356-6166, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

**BARABOO PUBLIC LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES July 16, 2019**

**I. Call to order**

A. Note compliance with Open Meeting Law  
The meeting was called to order at 5:30 pm

B. Roll Call  
Members present: J. Ellington, F. Hartmann, A. Kujawa, B. Persche, B. Stelling, P. Zolper

Members absent: L. Steffes, M. Yates-Wickus

Others present: J. Bergin

C. Approval of the June 18, 2019 Library Board meeting minutes (Open session and Closed session)

Motion to approve the minutes: F. Hartmann

Second: P. Zolper

Vote: Motion passed unanimously

D. Approval of the Agenda

Motion to approve the Agenda with the change of moving "Trustee Education" item E under Action Items to III and thus Action Items becomes IV, etc.: J. Ellington

Second: F. Hartmann

Vote: Motion passed unanimously

**II. Public Hearings/Appearances**

None

**III. Action Items**

A. New school district appointee to board – Michele Yates-Wickus (first meeting in attendance will be 8/20/2019).

B. Officer recommendations for 2019-2020 from nomination committee:

President: John Ellington

Vice-President: Beth Persche

Financial Secretary: Forrest Hartmann

Recording Secretary: Lacey Steffes (interim)

Motion to approve above slate of officers: A. Kujawa

Second: B. Stelling

Vote: Motion passed unanimously

C. Board vacancy (seat L. Von Asten vacated)

Baraboo residents P. Roland and L. Hawthorne were discussed as potential trustees. J. Bergin has already spoken with P. Roland and is waiting for her decision. In the event P. Roland declines, J. Bergin will approach L. Hawthorne to see if she is interested. The final name will be passed on to the Mayor for his appointment.

No motion needed.

D. Preliminary budget discussion: Wages/personnel

Additional custodial/maintenance hours are needed to keep the library in a clean, maintained state. J. Bergin proposed two options as follows:

1. Hire a custodian position for 20 hours per week, which would cost up to \$18,255 at the same pay rate we paid the housekeeping position (\$15.91).
2. Work with another city department (such as Parks) to share a full-time custodian (approximately the same cost as option #1).

Motion to approve up to \$20,000 for custodian pay in 2020, in the form of either option #1 or #2 (to be determined) with the request then going into the library budget for approval by City

Council: B. Stelling

Second: A. Kujawa

Roll call in favor: F. Hartmann, A. Kujawa, B. Stelling, P. Zolper, J. Ellington, B. Persche

Roll call opposed: None

E. Building project update

City goal setting meeting was held at City Hall last Wednesday, July 10. Many library supporters were in attendance to observe. The goals set forth by City alders and department heads for 2020, as well as for capital improvements, will be sent out to the alders and department heads in a survey format for them to prioritize. Once that is compiled, the final will be presented to the Council as a Whole on August 13 for vote. Library expansion supporters are encouraged to show up at that council meeting (public comment will be allowed) and to continue to reach out to alders via letter or phone call.

No motion needed.

F. Bills: B. Stelling, Examiner

Motion to pay the bills: B. Stelling

Second: A. Kujawa

Vote: Motion passed unanimously

**IV. Information items**

- A. Trustee Education – Calling the Question - J. Ellington shared an article from The Municipality (June 2019) regarding meeting behavior (Bad Meeting Behavior: Painting the Shed Red by Dan Hill) for discussion.
- B. Teen Advisory Board report  
No report this month.
- C. Financial Summary  
See report in meeting packet.

Board approved financial summary by consensus.

D. Staff reports

- a. Adult Services Report  
Refer to report for details.
- b. Youth Services Report  
Refer to report for details.
- c. Director's Report  
Refer to report for details. J. Bergin will send out additional information to Trustees regarding Trustee Training week in August.

E. Statistics

Refer to packet for details.

I. Friends report

Friends banquet went well. Incentives given to volunteers will be \$2 gift certificate for book sale. Looking into a window cling decal for Friends supporters. Friends will be donating \$500 toward library window cleaning.

J. Correspondence

Refer to meeting packet for a number of letters written by library patrons in support of the library expansion.

**V. Adjourn**

Motion to adjourn: B. Stelling  
Second: P. Zolper  
Vote: Motion passed unanimously  
The meeting adjourned at 6:40 pm.

## **2019-2020 Library Board Committee Assignments:**

Personnel: Stelling & Roland

Finance: Hartmann & Ellington

Building & Grounds: Kujawa & Yates-Wickus

Policy: Steffes & Persche

Friends of the Library: Zolper

**\*\*Note: President Ellington is ex-officio on all committees.**

REVENUE	Dept: 51-00000 Library	2020 Proposed	2019 Adopted	2018 Adopted
100-51-43571-000	SCLS grant (SLP)	\$ 525	\$ 525	\$ 525
100-51-43720-630	Sauk Co. Library Aid	\$ 289,166	\$ 271,619	\$ 261,436
100-51-43720-631	Sauk Co. Tech Funds	\$ 2,000		
100-51-43720-632	Gross Border Prmts	\$ 12,689	\$ 9,606	\$ 10,416
100-51-46710-000	Library	\$ 27,000	\$ 27,000	\$ 27,000
100-51-49285-000	Transfer from Lib Seg			
100-51-49300-000	Fund Balance Applied			
	City Operating			
<b>Total Revenues</b>		<b>\$ 331,380</b>	<b>\$ 308,750</b>	<b>\$ 305,447</b>
<b>Total Expenditures</b>		<b>\$ 933,912</b>	<b>\$ 938,800</b>	<b>\$ 896,440</b>
<b>(City funding req'd)</b>		<b>\$ 622,532</b>	<b>\$ 630,050</b>	<b>\$ 590,993</b>

EXPENDITURES	2020 Proposed	2019 Adopted	2018 Adopted	
100-51-55110-110-000	Salaries	\$ 172,686	\$ 187,597	\$ 181,734
100-51-55110-120-000	Wages	\$ 313,581	\$ 306,160	\$ 326,078
100-51-55110-120-510	Wages- Childrens Programming	\$ 46,944	\$ 43,522	
100-51-55110-120-511	Wages- Teen Programming	\$ 8,561	\$ 8,320	
100-51-55110-120-512	Wages- Multi Age Programming	\$ 1,902	\$ 1,849	
100-51-55110-120-513	Wages- Adult Programming	\$ 11,253	\$ 10,415	
100-51-55110-122-000	Overtime			
100-51-55110-128-000	Merit Pay			
100-51-55110-129-000	Longevity	\$ 600	\$ 540	\$ 800
100-51-55110-130-000	Social Security	\$ 41,482	\$ 41,780	\$ 36,017
100-51-55110-131-000	Retirement	\$ 39,660	\$ 37,876	\$ 37,174
100-51-55110-132-000	Health Insurance	\$ 88,957	\$ 76,346	\$ 90,410
100-51-55110-133-000	Life Insurance	\$ 142	\$ 117	\$ 149
100-51-55110-134-000	Income Continuation			
100-51-55110-136-000	Cafeteria Plan			
100-51-55110-140-000	Commission Fees	\$ 3,780	\$ 3,780	\$ 3,780
100-51-55110-212-000	Delivery Charges	\$ 3,215	\$ 3,115	\$ 3,061
100-51-55110-220-000	Telephone	\$ 1,100	\$ 1,100	\$ 1,100
100-51-55110-221-000	Water/Sewer	\$ 780	\$ 780	\$ 780
100-51-55110-222-000	Electricity	\$ 11,920	\$ 11,920	\$ 11,920
100-51-55110-223-000	Heat	\$ 3,500	\$ 3,500	\$ 3,700
100-51-55110-226-000	Stormwater	\$ 384	\$ 384	\$ 384
100-51-55110-250-000	Repair & Maint-Serv- Equipment	\$ 1,500	\$ 1,500	\$ 1,000
	(copier, page charges, piano tuning)			
100-51-55110-260-000	Repair & Maint Serve- Buildings	\$ 14,175	\$ 14,175	\$ 14,175
	elevator/lift, HVAC, etc.			
100-51-55110-270-000	Special Services	\$ 53,358	\$ 52,467	\$ 53,763
	SCLS Tech Services \$4855, Biblioteca \$3665, WILS			
	ancestry & consumer rpts \$638, UMS \$500			

(includes add'l page hours \$1431, does not include add'l custodial hours + \$5460)

100-51-55110-280-000	Repair & Maint Serve- Facilities Lawncare, snow removal, etc.)	\$	3,000 \$	3,000 \$	3,000 \$	3,000
100-51-55110-310-000	Office Supplies	\$	1,400 \$	1,400 \$	1,400 \$	1,325
100-51-55110-311-000	Automation Software & Supplies Software, toner, PrinterOn, DonorPerfect	\$	6,000 \$	6,000 \$	6,000 \$	9,000
100-51-55110-320-000	Publications: Training, Dues DBI, Rotary, Gamber, WLA, ALA, etc.	\$	1,500 \$	1,500 \$	1,500 \$	1,500
100-51-55110-322-000	Lib Mat- Adult NF	\$	8,000 \$	7,000 \$	9,000 \$	9,000
100-51-55110-323-000	Lib Mat- Adult FC	\$	11,700 \$	11,700 \$	13,700 \$	13,700
100-51-55110-324-000	Lib Mat- JUV	\$	14,000 \$	14,000 \$	14,400 \$	14,400
100-51-55110-325-000	Lib Mat- Microfilm	\$	2,150 \$	2,000 \$	1,800 \$	1,800
100-51-55110-326-000	Lib-Mat- Periodicals	\$	5,690 \$	5,690 \$	5,635 \$	5,635
100-51-55110-327-000	Lib-Mat- Teen	\$	4,600 \$	4,600 \$	4,600 \$	4,600
100-51-55110-328-000	Audio Visual	\$	15,220 \$	16,000 \$	17,156 \$	17,156
100-51-55110-329-000	Youth: \$4320 Adult: \$10900 Lib-Mat Electronic Overdrive \$4601, Advantage \$357	\$	4,958 \$	5,817 \$	- \$	-
100-51-55110-330-000	Travel Mileage, meals	\$	2,000 \$	2,000 \$	2,000 \$	2,000
100-51-55110-340-000	Operating Supplies Pressing supplies (Demco), missing holds items	\$	6,000 \$	6,000 \$	6,000 \$	6,000
100-51-55110-343-000	Postage	\$	1,500 \$	1,500 \$	1,500 \$	1,500
100-51-55110-350-000	Repair & Maint Materials Cleaning supplies, paper goods, etc.	\$	3,700 \$	3,700 \$	3,700 \$	3,700
100-51-55110-390-000	Other Supplies & Expenses Staff in-Service and sundry	\$	300 \$	300 \$	300 \$	300
100-51-55110-391-000	Programming	\$	5,530 \$	5,530 \$	8,200 \$	8,200
100-51-55110-392-000	Youth Teens Adult	\$	1,770 \$	720 \$	1,950 \$	1,950
100-51-55110-393-001	Public Relations	\$	350 \$	250 \$	250 \$	250
100-51-55110-392-000	Small Equip Purchase Computers \$4468, vac \$250, 3D printer extruder \$200	\$	4,918 \$	3,600 \$	4,800 \$	4,800
100-51-55110-530-000	Rents and leases Copier lease	\$	7,000 \$	6,480 \$	4,350 \$	4,350
100-51-55110-814-000	Equipment Purchases 2017 microfilm, 2018 RFID tags 9371, 2019 upgrade existing + add'l wifi access points equip 1650 plus install 2000, office furniture 8414	\$	12,064 \$	11,800 \$	9,371 \$	9,371
100-51-55110-910-000	Insurance Allocation	\$	8,582 \$	8,582 \$	8,848 \$	8,848
<b>Total Expenditures</b>		\$	<b>953,912 \$</b>	<b>938,800 \$</b>	<b>896,440 \$</b>	<b>896,440</b>

moved \$780 from teen AV to teen programming

2019 total \$9800, 2018 total \$8200

added \$780 from AV, and \$270 for movie license  
added \$550 for Diversity workshop

Capital Exp.

# LIBRARY BOARD CONTACT INFO

Tuesday, July 23, 2019

	NAME	ADDRESS	EMAIL	PHONE	TERM END
1	John Ellington	615 West St	<a href="mailto:jsimellington@charter.net">jsimellington@charter.net</a>	963-2183 cell 356-5495 home	6/30/2021
2	Forrest Hartmann	430 Roblee Rd	<a href="mailto:fhartmann0810@gmail.com">fhartmann0810@gmail.com</a>	356-3273	6/60/2020
3	Tony Kujawa	101 11th St	<a href="mailto:akujawa@charter.net">akujawa@charter.net</a>	963-0122	6/30/2022
4	Beth Persche	1704 East St	<a href="mailto:bethpersche@gmail.com">bethpersche@gmail.com</a>	434-3955 cell	6/30/2021
5	Pamela Roland	875 Iroquois Circle	<a href="mailto:pamelajroland@hotmail.com">pamelajroland@hotmail.com</a>	402-5506 cell 356-2022 home	6/30/2022
6	Lacey Steffes	E11144A Moon Rd	<a href="mailto:lacey@spaserenitydayspa.com">lacey@spaserenitydayspa.com</a>	778-7434 cell	6/30/2021
7	Bekah Stelling	115 10th St	<a href="mailto:bekah@bekahkates.com">bekah@bekahkates.com</a>	963-4098	6/30/2020
8	Michele Yates-Wickus	427 1st St	<a href="mailto:myates-wickus@barabooschools.net">myates-wickus@barabooschools.net</a>	963-0489 cell 963-1976 alt. cell	6/30/2022
9	Phillip Zolper	1400 Oak St	<a href="mailto:phillipzolper@gmail.com">phillipzolper@gmail.com</a>	477-8362	6/30/2020
	Library				
	Director	Jessica Bergin	<a href="mailto:jessica@baraboopubliclibrary.org">jessica@baraboopubliclibrary.org</a>	393-0371 city cell 785-221-4874 personal cell	

Baraboo Public Library Revenue and Donation Receipts

Jul-19

Day	Adult Fines	Children's Fines	Copies	Faxes	Lost & Damaged	Misc.	Total	Segregated
1	\$3.75	\$6.20	\$41.70	\$23.00	\$2.00		\$76.65	
					cards			
2	\$55.95	\$13.10	\$22.25	\$18.00	\$1.00		\$110.30	
					card			
3	\$4.40	\$12.80	\$41.20	\$10.00		\$1.00	\$69.50	
						earbuds		
						TOTAL	\$256.45	
5	\$4.00	\$0.00	\$6.00	\$15.00	\$1.00	\$0.00	\$26.00	
					card			
6	\$2.40	\$24.00	\$9.60	\$2.00	\$0.00	\$0.00	\$38.00	
						TOTAL	\$64.00	
8	\$40.30	\$23.30	\$16.20	\$50.00	\$3.00	\$6.70	\$139.50	
					Cards	3-D print		
9	\$36.65	\$36.10	\$59.40	\$14.00			\$146.15	
						TOTAL	\$285.65	
10	\$25.50	\$20.80	\$61.70	\$4.00	\$1.00		\$112.80	
					card			
11	\$11.95	\$0.20	\$19.80	\$2.00	\$1.00	\$2.00	\$36.95	
					card	earbuds		
						TOTAL	\$149.75	
12	\$9.05	\$4.40	\$17.60	\$14.00	\$2.00	\$0.00	\$47.05	\$100.00
					card			Dolores Mossman - Building Fund
13	\$3.40	\$4.40	\$5.60	\$0.00	\$0.00	\$0.00	\$13.40	
						TOTAL	\$60.45	
15	\$4.10	\$20.00	\$38.00	\$0.00	\$0.00	\$2.00	\$64.10	
						Earbuds		
16	\$10.30	\$23.50	\$39.90	\$20.00	\$28.00	\$1.00	\$122.70	
					\$26.00 Mjeld; \$2 cards	Earbuds		
						TOTAL	\$186.80	
17	\$19.60	\$18.90	\$29.80	\$14.00	\$29.00		\$111.30	
					Farrel-Stieve			
18	\$8.40	\$5.70	\$37.70	\$14.00	\$2.00		\$67.80	
					cards			
19	\$13.50	\$9.00	\$43.30	\$11.00	\$1.00	\$1.00	\$78.80	\$242.00
					cards	earbuds		Building Fund- t-shirts
						TOTAL	\$257.90	
20								
21								
22	\$55.76	\$3.35	\$14.30	\$31.00	\$14.00		\$118.41	\$250.00
					\$10 Hill; \$4 Cards			Alsteen - Bobrowicz memorial - segregated
23	\$39.20	\$4.93	\$21.10	\$11.00		\$1.00	\$77.23	
						Earbuds		
						TOTAL	\$195.64	
24	\$33.25	\$0.80	\$17.60	\$9.00	\$2.00	\$2.00	\$64.65	
					Cards	Ear buds		

Baraboo Public Library Revenue and Donation Receipts

25	\$15.56	\$0.00	\$12.60	\$5.00	\$17.95 \$16.95 Schroeder; \$1 card	\$1.00 Ear buds	\$52.11		
26	\$3.74	\$9.20	\$26.50	\$13.00			\$52.44	\$100.00	Sundry cash donations - Bldg Fund
						TOTAL	\$169.20		
27	\$10.00	\$1.40	\$2.10			\$1.00	\$14.50	\$25.00	Adkins - Bobrowicz memorial - segregated
29	\$20.75	\$31.90	\$24.10	\$6.00	\$1.00	\$1.00	\$84.75		
					Card	Ear buds			
30	\$9.85	\$29.60	\$29.00	\$7.00	\$58.99		\$134.44		
					\$40 Ellis; \$12.99 Bergin; \$6 Pederson				
						TOTAL	\$233.69		
31	\$32.68	\$3.20	\$50.55	\$9.00	\$1.00	\$1.00	\$97.43	\$1,313.73	BHS Class of 1947 - Building Fund
					card	earbuds			
						TOTAL	\$97.43		
	\$474.04	\$306.68	\$687.60	\$302.00	\$165.94	\$20.70	\$1,956.96	\$2,030.73	

**City of Baraboo**  
**Library General Fund, Fund 100**  
**Income Statement with Comparison to Budget**  
**For The Seven Months Ending July 31, 2019**

		<u>Current</u> <u>Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Percentage</u> <u>of Budget</u>
<b>Revenues:</b>					
100-51-43571-630	Library Grant	\$ -	\$ -	\$ 525.00	-
100-51-43720-630	Sauk County Library Aid	-	269,619.00	271,619.00	99.26
100-51-43720-631	Sauk County Technology Funds	-	2,222.22	2,000.00	111.11
100-51-43720-632	Library Cross Border Payments	-	10,291.37	9,606.00	107.13
100-51-46710-000	Library	1,960.03	20,456.60	27,000.00	75.77
100-51-48500-000	Donations and Contributions	-	-	-	-
100-51-49285-000	Transfer from Lib Seg	-	-	-	-
100-51-49300-000	Applied Fund Balance	-	-	-	-
<b>Total Revenues</b>		<u>\$ 1,960.03</u>	<u>\$ 302,589.19</u>	<u>\$ 310,750.00</u>	97.37
<b>Expenditures:</b>					
<b>Library</b>					
100-51-55110-110-000	Salaries	\$ 20,677.79	\$ 104,578.24	\$ 187,597.00	55.75
100-51-55110-120-000	Wages	32,678.24	162,818.32	297,060.00	54.81
100-51-55110-120-510	Wages-Children's programming	7,239.10	27,836.24	43,522.00	63.96
100-51-55110-120-511	Wages-Teen programming	781.23	3,598.38	8,320.00	43.25
100-51-55110-120-512	Wages-Multi-age programming	-	165.99	1,849.00	8.98
100-51-55110-120-513	Wages-Adult Programming	802.80	4,216.55	10,415.00	40.49
100-51-55110-122-000	Overtime	-	-	-	-
100-51-55110-128-000	Merit Pay	-	-	-	-
100-51-55110-129-000	Longevity	140.00	140.00	540.00	25.93
100-51-55110-130-000	Social Security	4,499.78	21,826.92	41,780.00	52.24
100-51-55110-131-000	Retirement	4,338.66	20,844.11	37,876.00	55.03
100-51-55110-132-000	Health Insurance	7,155.04	48,788.44	75,346.00	64.75
100-51-55110-133-000	Life Insurance	13.83	72.57	117.00	62.03
100-51-55110-134-000	Income Continuation	-	-	438.00	-
100-51-55110-136-000	Cafeteria Plan	42.48	285.80	-	-
100-51-55110-140-000	Commission Fees	-	2,135.00	3,780.00	56.48
100-51-55110-212-000	Delivery Charges	-	3,115.00	3,115.00	100.00
100-51-55110-220-000	Telephone	85.95	521.38	1,100.00	47.40
100-51-55110-221-000	Water & Sewer	205.13	485.64	780.00	62.26
100-51-55110-222-000	Electricity	799.23	4,148.43	11,920.00	34.80
100-51-55110-223-000	Heat	16.14	2,321.63	3,500.00	66.33
100-51-55110-226-000	Stormwater	96.02	192.04	384.00	50.01
100-51-55110-250-000	Repair & Maint Serv-Equipment	-	1,215.78	1,600.00	75.99
100-51-55110-260-000	Repair & Maint Serv-Buildings	648.00	6,887.27	22,275.00	30.92
100-51-55110-270-000	Special Services	-	52,253.79	52,467.00	99.59
100-51-55110-280-000	Repair & Maint Serv-Facilities	245.00	1,514.80	3,000.00	50.49
100-51-55110-310-000	Office Supplies	200.74	756.40	1,400.00	54.03
100-51-55110-311-000	Automation Software & Supplies	476.00	1,884.12	6,000.00	31.40
100-51-55110-320-000	Publications, Training, Dues	230.90	859.40	1,500.00	57.29
100-51-55110-320-500	Pub, Training, Dues-Programs	-	-	-	-
100-51-55110-322-000	Lib Mat-Adult Non-Fiction	682.18	3,153.00	7,000.00	45.04
100-51-55110-323-000	Lib Mat-Adult Fiction	857.77	5,375.18	11,700.00	45.94
100-51-55110-324-000	Lib Mat-Juvenile	1,580.26	7,099.51	14,000.00	50.71
100-51-55110-325-000	Lib Mat-Microfilm	-	-	2,000.00	-

**City of Baraboo**  
**Library General Fund, Fund 100**  
**Income Statement with Comparison to Budget**  
**For The Seven Months Ending July 31, 2019**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Percentage of Budget</u>	
100-51-55110-326-000	-	4,691.64	5,690.00	82.45	
100-51-55110-327-000	355.11	2,203.49	4,500.00	48.97	
100-51-55110-328-000	1,115.00	7,282.89	16,000.00	45.52	
100-51-55110-329-000	-	5,880.55	5,817.00	<b>101.09</b>	
100-51-55110-330-000	102.77	835.37	2,000.00	41.77	
100-51-55110-330-500	-	-	-	-	
100-51-55110-340-000	51.43	3,239.84	6,000.00	54.00	
100-51-55110-343-000	163.78	685.10	1,500.00	45.67	
100-51-55110-350-000	240.82	1,853.38	3,700.00	50.09	
100-51-55110-390-000	-	-	300.00	-	
100-51-55110-391-000	-	-	-	-	
100-51-55110-391-510	430.37	1,747.02	5,530.00	31.59	
100-51-55110-391-511	130.49	357.47	720.00	49.65	
100-51-55110-391-512	-	-	-	-	
100-51-55110-391-513	200.00	1,400.50	1,950.00	71.82	
100-51-55110-392-000	-	3,574.71	3,600.00	99.30	
100-51-55110-393-000	-	395.00	250.00	<b>158.00</b>	
100-51-55110-530-000	538.41	4,307.28	6,480.00	66.47	
100-51-55110-814-000	7,706.16	7,706.16	11,800.00	65.31	
100-51-55110-822-000	-	-	-	-	
100-51-55110-910-000	-	-	8,582.00	-	
	<b>Total Library</b>	<b>\$ 95,526.61</b>	<b>\$ 535,250.33</b>	<b>\$ 936,800.00</b>	57.14
	<b>Total Expenditures</b>	<b>\$ 95,526.61</b>	<b>\$ 535,250.33</b>	<b>\$ 936,800.00</b>	57.14
	<b>Net Revenues/(Expenditures)</b>	<b>\$ (93,566.58)</b>	<b>\$ (232,661.14)</b>	<b>\$ (626,050.00)</b>	

**City of Baraboo**  
**Library Impact Fees, Fund 251**  
**Balance Sheets**  
**July 31, 2019 and December 31, 2018**

<b>Assets:</b>	<b>July 31, 2019</b>	<b>December 31, 2018</b>
<b>Current Assets:</b>		
Cash	\$ 81,354.96	\$ 79,204.93
Accounts Receivable	-	-
<b>Total Current Assets</b>	81,354.96	79,204.93
<b>Total Assets</b>	\$ 81,354.96	\$ 79,204.93
<b>Liabilities and Fund Equity:</b>		
<b>Liabilities:</b>		
Deferred Urban Development	\$ -	\$ -
<b>Total Liabilities</b>	-	-
<b>Fund Equity:</b>		
Fund Balance	79,204.93	64,508.17
Net Revenues/(Expenditures)	2,150.03	14,696.76
<b>Total Fund Equity</b>	81,354.96	79,204.93
<b>Total Liabilities and Fund Equity</b>	\$ 81,354.96	\$ 79,204.93

**City of Baraboo**  
**Library Impact Fees, Fund 251**  
**Income Statement with Comparison to Budget**  
**For The Seven Months Ending July 31, 2019**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Percentage of Budget</u>
<b>Revenues:</b>				
Library Development	\$ -	\$ 2,075.00	\$ 10,000.00	20.75
Interest on Investments	-	75.03	150.00	50.02
<b>Total Revenues</b>	<u>\$ -</u>	<u>\$ 2,150.03</u>	<u>\$ 10,150.00</u>	
<b>Expenditures:</b>				
<b>Library</b>				
Wages	\$ -	\$ -	\$ -	-
Social Security	-	-	-	-
Retirement	-	-	-	-
Health Insurance	-	-	-	-
Professional Services	-	-	-	-
Other Supplies & Expense	-	-	-	-
Building Improvements	-	-	-	-
<b>Total Library</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
<b>Tfr to Library Seg /Bldg</b>				
Cost Reallocation	-	-	-	-
<b>Total Tfr to Library Seg /Bldg</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
<b>Total Expenditures</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
<b>Net Revenues/(Expenditures)</b>	<u>\$ -</u>	<u>\$ 2,150.03</u>	<u>\$ 10,150.00</u>	

**City of Baraboo**  
**Library Segregated, Fund 850**  
**Balance Sheets**  
**July 31, 2019 and December 31, 2018**

<b>Assets:</b>	<u>July 31, 2019</u>	<u>December 31, 2018</u>
<b>Current Assets:</b>		
Cash	\$ 123,830.98	\$ 117,504.55
Investments	470,187.73	472,785.40
Investments with Fiscal Agents	1,284,489.42	1,132,548.67
Interest Receivable	-	1,361.94
<b>Total Current Assets</b>	<u>1,878,508.13</u>	<u>1,724,200.56</u>
<b>Total Assets</b>	<u>\$ 1,878,508.13</u>	<u>\$ 1,724,200.56</u>
 <b>Liabilities and Fund Equity:</b>		
<b>Liabilities:</b>		
Accounts Payable	\$ -	\$ 1,871.11
Due to Friends of Library	-	71.84
<b>Total Liabilities</b>	<u>-</u>	<u>1,942.95</u>
 <b>Fund Equity:</b>		
Fund Balance	1,722,257.61	1,770,203.56
Net Revenues/(Expenditures)	156,250.52	(47,945.95)
<b>Total Fund Equity</b>	<u>1,878,508.13</u>	<u>1,722,257.61</u>
<b>Total Liabilities and Fund Equity</b>	<u>\$ 1,878,508.13</u>	<u>\$ 1,724,200.56</u>

**City of Baraboo**  
**Library Segregated, Fund 850**  
**Income Statement with Comparison to Budget**  
**For The Seven Months Ending July 31, 2019**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Percentage of Budget</u>
<b>Revenues:</b>				
Library Grant	\$ -	\$ -	\$ -	-
Interest on Investments	-	16,210.99	18,000.00	90.06
Capital Gains	-	138,227.78	5,000.00	2,764.56
Donations and Contributions	275.00	7,538.14	10,000.00	75.38
Transfer from General Fund	-	-	-	-
Transfer fr Friends of Libr	-	-	4,000.00	-
<b>Total Revenues</b>	<u>\$ 275.00</u>	<u>\$ 161,976.91</u>	<u>\$ 37,000.00</u>	
<b>Expenditures:</b>				
<b>Capital Losses</b>				
Refunds/Losses	\$ -	\$ -	\$ -	-
<b>Total Capital Losses</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
<b>Library</b>				
Wages	\$ -	\$ -	\$ -	-
Social Security	-	-	-	-
Retirement	-	-	-	-
Health Insurance	-	-	-	-
Operating Expense	1,175.53	5,726.39	10,000.00	57.26
Building Improvements	-	-	5,000.00	-
<b>Total Library</b>	<u>\$ 1,175.53</u>	<u>\$ 5,726.39</u>	<u>\$ 15,000.00</u>	
<b>Transfer to General Fund</b>				
Cost Reallocation	\$ -	\$ -	\$ -	-
<b>Total Transfer to General Fund</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
<b>Tfr to Library Seg /Bldg</b>				
Cost Reallocation	-	-	-	-
<b>Total Tfr to Library Seg /Bldg</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
<b>Total Expenditures</b>	<u>\$ 1,175.53</u>	<u>\$ 5,726.39</u>	<u>\$ 15,000.00</u>	38.18
<b>Net Revenues/(Expenditures)</b>	<u>\$ (900.53)</u>	<u>\$ 156,250.52</u>	<u>\$ 22,000.00</u>	

**City of Baraboo**  
**Library Building Fund, Fund 851**  
**Balance Sheets**  
**July 31, 2019 and December 31, 2018**

<b>Assets:</b>	<u>July 31, 2019</u>	<u>December 31, 2018</u>
<b>Current Assets:</b>		
Cash	\$ 33,433.19	\$ 129,570.54
Investments	510,790.81	558,015.52
Investments with Inv Advisor	250,000.00	248,384.24
Interest Receivable	452.35	1,095.50
<b>Total Current Assets</b>	<u>794,676.35</u>	<u>937,065.80</u>
<b>Total Assets</b>	<u>\$ 794,676.35</u>	<u>\$ 937,065.80</u>
 <b>Liabilities and Fund Equity:</b>		
<b>Liabilities:</b>		
Accounts Payable	\$ -	\$ 1,211.63
<b>Total Liabilities</b>	<u>-</u>	<u>1,211.63</u>
 <b>Fund Equity:</b>		
Fund Balance	935,854.17	881,982.09
Net Revenues/(Expenditures)	(141,177.82)	53,872.08
<b>Total Fund Equity</b>	<u>794,676.35</u>	<u>935,854.17</u>
<b>Total Liabilities and Fund Equity</b>	<u>\$ 794,676.35</u>	<u>\$ 937,065.80</u>

**City of Baraboo**  
**Library Building Fund, Fund 851**  
**Income Statement with Comparison to Budget**  
**For The Seven Months Ending July 31, 2019**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Percentage of Budget</u>
<b>Revenues:</b>				
Interest on Investments, net of fees	\$ -	\$ 10,121.69	\$ 10,270.00	98.56
Rents and Leases	4,600.00	32,200.00	55,200.00	58.33
Sale of Assets	-	-	-	-
Donations and Contributions	451.24	3,555.89	2,400.00	148.16
Transfer from General Fund	-	-	-	-
Tfr from Library Impact Fees	-	-	-	-
Transfer from Alma Waite	-	-	-	-
Transfer from Lib Seg	-	-	-	-
Transfer fr Friends of Libr	-	-	-	-
Fund Balance Applied	-	-	598,050.00	-
<b>Total Revenues</b>	<u>\$ 5,051.24</u>	<u>\$ 45,560.40</u>	<u>\$ 665,920.00</u>	
<b>Expenditures:</b>				
<b>Library</b>				
Wages	\$ -	\$ -	\$ -	-
Social Security	-	-	-	-
Retirement	-	-	-	-
Professional Services	8,750.00	131,747.49	647,155.00	20.36
Water & Sewer	129.25	231.14	360.00	64.21
Electricity	293.71	1,566.62	5,000.00	31.33
Heat	26.54	640.68	700.00	91.53
Repair & Maint Serv-Buildings	310.00	3,274.33	6,500.00	50.37
Speciall Services	-	-	-	-
Operating Supplies	1,497.84	3,762.96	3,345.00	<b>112.50</b>
Insurance	-	-	320.00	-
Land or Land Improvements	-	45,515.00	-	-
Building Improvements	-	-	-	-
<b>Total Library</b>	<u>\$ 11,007.34</u>	<u>\$ 186,738.22</u>	<u>\$ 663,380.00</u>	
<b>Total Expenditures</b>	<u>\$ 11,007.34</u>	<u>\$ 186,738.22</u>	<u>\$ 663,380.00</u>	28.15
<b>Net Revenues/(Expenditures)</b>	<u>\$ (5,956.10)</u>	<u>\$ (141,177.82)</u>	<u>\$ 2,540.00</u>	

**Report of Library Trust Funds**

**Baraboo Public Library**

**Jul-19**

<b>TRUST FUNDS</b>		<b>Account Number</b>		<b>Balance</b>
Checking Acct Balance	07/31/19	104551192		\$123,882.65
<b>INVESTMENTS:</b>				
CD (2.50% matures March 28, 2020)		CFB	1802646	\$245,187.73
CD (2.53% matures May 23, 2020)		WCCU	54962-105	\$225,000.00
Total Investments				\$470,187.73
Total Investments & Checking				\$594,070.38 31.62%
Invested with LPL Financial	Principal Value	\$1,069,195.24	Market Value	\$1,284,489.42 68.38%
<b>Total Trust</b>				<b>\$1,878,559.80</b>

<b>Income Statement</b>		<b>July</b>
-------------------------	--	-------------

6/30/2019		
Checking Account		\$124,731.51
Trust Fund Investments		470,187.73
		\$594,919.24
<b>INCOME</b>		
Interest - Checking		51.67
Interest - Investments		0.00
Daily Regular Deposits		275.00
		\$326.67
<b>EXPENSE</b>		
Expenses		1,175.53
		\$1,175.53
<b>Total Funds 7/31/2019:</b>		<b>\$594,070.38</b>

<b>GENERAL FUND SURPLUS RESERVES - YE 2018</b>	<b>\$39,964.40</b>
--	--------------------

<b>LIBRARY IMPACT FEES - 2019 Activity</b>
--

Balance 1/1/19		\$79,204.93
Income:	Impact Fees Collected	\$2,075.00
	Interest Earned	\$81.81
		\$2,156.81
Expense:	Capital purchases	\$0.00
	Staff Wages	
	Professional Services	\$0.00
		\$0.00
<b>Total Funds 6/30/2019:</b>	Checking	<b>\$81,361.74</b>

<b>LIBRARY BUILDING FUND - 2019 Activity</b>
--

1/1/2019		\$937,078.83
Income:	Donations	\$3,555.89
	Rent	\$32,200.00
	Interest Earned	\$9,959.06
	Sale of Assets (Auction)	
		\$45,714.95
Expense:	Building Expenses	\$6,341.05
	Professional Services	\$131,786.48
	Get Load Campaign	\$3,723.97
	Building Improvements	\$45,515.00
		\$187,366.50
<b>Total Funds 7/31/2019:</b>	Checking	\$33,878.24
	LGIP 2.38%	\$360,634.08
	Dana Investments 2.23%	\$250,000.00
	BSB 2.42% 3/28/2	\$150,914.96
		<b>\$795,427.28</b>

Lori Laux, Treasurer



\*\*\*\*-6449 BARABOO PUBLIC LIB Brokerage - Non-retirement]

Account Summary  
 As Of: 7/31/2019

Institution	Account #	Name	Open Date	Account Type	Description	Market Value
LPL Financial	****-6449	BARABOO PUBLIC LIB	12/07/2018	Religious, Fraternal, Charitable, Non-Profit	Brokerage - Non-retirement	1,288,484.40
Accounts Total						1,288,484.40

As Of: 7/31/2019

Security Identifier	Description	Type	Shares	Price	Market Value
AGTHX	GROWTH FUND OF AMERICA CL A	Mutual Fund - Open-end	4,608.398	50.59	233,138.85
ANVSX	INVESTMENT COMPANY OF AMERICA CL A	Mutual Fund - Open-end	5,559.232	38.46	213,808.06
AMECX	INCOME FUND OF AMERICA CL A	Mutual Fund - Open-end	8,930.178	22.56	201,464.82
ANCFX	FUNDAMENTAL INVESTORS CL A	Mutual Fund - Open-end	3,972.520	59.73	237,278.62
CAIBX	CAPITAL INCOME BUILDER CL A	Mutual Fund - Open-end	2,017.237	60.87	122,789.22
CWBFX	CAPITAL WORLD BOND CL A	Mutual Fund - Open-end	5,408.844	20.23	109,420.91
CWGX	CAPITAL WORLD GROWTH & INCOME CL A	Mutual Fund - Open-end	3,501.312	48.72	170,583.92
7 Positions Total					1,288,484.40

**General Disclaimers**

Securities and Advisory services offered through LPL Financial, a registered investment advisor. Member FINRA/SIPC. Insurance products offered through LPL Financial or its licensed affiliates. To the extent you are receiving investment advice from a separately registered independent advisor, please note that LPL Financial is not an affiliate of and makes no representation with respect to such entity. The investment products sold through LPL Financial are not insured Bank/Credit Union deposits and are not FDIC insured. These products are not obligations of the bank/ credit union and are not endorsed, recommended or guaranteed by bank/credit union or any government agency. The value of the investment may fluctuate, the return on the investment is not guaranteed, and loss of principal is possible.

LPL "Official" Statements: This is not an official LPL Financial ("LPL") statement. It has been prepared by your Advisor for informational purposes only, and does not replace the statements you should receive directly either from LPL or from the investment sponsors for which LPL is the broker-dealer of record or any other outside custodian. It is intended to estimate the total value of your investments for which you receive such statements, as well as any investments held away from LPL about which you have provided to your Advisor information from which values can be estimated. This report has been prepared from data believed to be reliable but no representation is being made as to its accuracy or completeness.

The report includes securities held in your LPL account(s) or that LPL does not hold on your behalf and which are not included on LPL's books and records. These outside positions are securities held directly by an outside sponsor rather than in an LPL account. There may be differences in the way each outside securities position is reflected based on the various data sources used. If available, market value may be reflected for these outside positions. Performance may not be calculated for all outside securities positions. Information regarding outside securities positions may be limited because it is provided by a third party source.

The combined Total Market Value represents the combination of various sources and types of accounts. This combined total is subject to any error of any of the types of data sources that may be contributing to it, including manual entry errors and data reliability or completeness errors. Values shown should only be used as a general guide to portfolio value, and may vary from the actual liquidation values. Accounts held away from LPL are not covered by LPL's SIPC insurance. The LPL Financial SIPC Membership provides account protection only to those assets held at LPL. To the extent some of the other entities may be SIPC members, please contact your financial advisor or the other entity or refer to the other entity's statement regarding SIPC membership. Position values, size of positions, and dates may be estimates made by your Advisor based on information you have provided. The information contained in this report should not be

## Adult Services and Technology Report – July/August 2019 Submitted by Nathan Rybarczyk

### Adult Programs for July

Date	Program	Attendance
9	Lit Wits Book Group	8
10	Paying for College	14
11	Baraboo Chess Club	7
16	Tuesdays with Murder Book Group	7
23	Scanning Day at the Library	3
23	Readers Anonymous Book Group	7
TOTAL ATTENDANCE		46

### Climate Crisis Series

Joan Wheeler is working with a team of Baraboo residents and groups seeking to involve the Baraboo populace in discussions about the global climate crisis and actionable local efforts we can take to reduce our residential, commercial, and governmental emissions of greenhouse gases are planning Baraboo 2030: Creating a Roadmap for Our Carbon Neutral Future.

Baraboo 2030 will be a series of educational and organizational programs at the Baraboo Public Library, beginning in September 2019, designed to make sure attendees:

- share a similar knowledge base about the causes and extent of the climate crisis,
- learn about measures that other communities are taking to do their part to reduce greenhouse gases,
- become involved in organized local citizen action groups addressing important action areas to move the Baraboo community to net-zero greenhouse gas emissions by 2030.

The Baraboo 2030 series begins with an introductory presentation on Thursday, September 12 by former executive director of the Baraboo Range Preservation Association David Wernecke, who will discuss the established science of the climate crisis, and why community-level action must be part of the solution.

Our second program, Community Models in Wisconsin, on Thursday, September 26, will be a panel discussion addressing community-level models for action to reduce municipal greenhouse gas emissions and promote the use of renewable energy. Our panelists for this program are Michael Vickerman, RENEW Wisconsin, Stacie Reece, City of Madison's first sustainability coordinator, and Kate Beaton, Eau Claire City Council member sponsoring the city's recently adopted 100% renewable energy and carbon neutrality by 2050 resolution.

Following these introductory programs, we will host visioning and action-oriented work sessions in October to begin building momentum towards community action.

## August 2019 Library Board Report

### Programming Statistics for July 2019

#### In House

Children:

# of programs: 31

# of children: 451

# of adults: 248

Teens:

# of Programs: 5

# of teens: 139

#### Offsite

# of programs: 9

# of children: 170

# of adults: 117

#### Drop-In

Teens

# of programs: 1

# of teens: 95

- July 1 Anne presented Twilight Tales story time. (6)  
Anne presented a story time to St. Johns day campers. (21)  
Carey presented a program to the children at KidStop at GLW. (20)
- July 2 Anne presented Booker Buddies story time. (20)  
Anne presented Rhyme Time story time. (19)  
Penny's Teen Tuesday program was a sidewalk chalk project (27)
- July 3 Penny supervised Building Blocks program. (10)  
Anne presented Puppy Club story time. (25)  
Anne presented Babygarten story time. (16)
- July 5 Carey presented a program to the children at the Boys and Girls Club. (10)  
Penny was off.
- July 8 Anne presented Twilight Tales story time. (18)  
Anne presented a story time to St. Johns day campers. (17)  
Carey presented a program to the children at KidStop at GLW. (23)
- July 9 Anne presented Booker's Buddies story time. (21)  
Gail presented Rhyme Time story time. (25)  
Penny and the teens created edible planets and moons (36)
- July 10 Penny supervised "Building Blocks" program. (3)  
Anne and Gail presented Babygarten story time at Oak Park Place. (28)  
Anne and Gail presented Puppy Club story time. (25)
- July 11 Anne presented CrafterNoon. (10)  
The family program was an Alien Fashion Show. Children created their own alien fashion. Then at 11 am we had a fashion show outside for everyone to watch. (34)
- July 12 We had a family program "Explore the Night Sky" at Devil's Lake State Park. Sue Johansen, the naturalist, led a discussion and hands-on experience with telescopes. We were able to see Jupiter, Saturn and the moon. Jeff Vogtschaller, an adult volunteer, also brought his 5 telescopes to the park, and allowed patrons to utilize the telescopes and look at the night sky. (60)
- July 13 Carey presented a story time at the Sauk County Fair. (24)
- July 15 Anne presented Twilight Tales story time. (10)  
Carey presented a program to the children at KidStop at GLW. (14)  
Penny was off.
- July 16 Anne and Gail presented Booker's Buddies story time at Oak Park Place. (30)  
Gail presented Rhyme Time story time. (20)  
Carey's Teen Tuesday was DIY slime. Penny was off. (35)
- July 17 Carey supervised "Building Blocks" program. (4)  
Gail presented Babygarten story time. (16)

- Anne and Gail presented Puppy Club story time. (33)  
Penny was off.
- July 18 The family program was a celebration of the 50<sup>th</sup> anniversary of the moon landing. Rick Markley, an adult volunteer, provided his own virtual reality system and 3 goggles. Children and their parents were able to experience the International Space Station and the solar system through virtual reality. Children also participated in craft activities, a photo booth, and a moon landing game. (85)  
Anne presented CrafterNoon. (0)
- July 19 Carey presented a program to the children at the Boys and Girls Club. (10)  
Penny was off.
- July 20 We had seven graduates of the 1000 Books Before Kindergarten program participated in the 2019 Big Top parade. Gail, Anne, and Carey, plus seven volunteers walked in the parade with the graduates. Shelly Mordini “drove” her rickshaw as part of our parade float.
- July 22 Anne presented Twilight Tales story time. (12)  
Carey presented a program for the children at KidStop at GLW. (17)
- July 23 Anne presented Booker’s Buddies story time. (19)  
Gail presented Rhyme Time story time. (15)  
Penny’s Teen Tuesday welcomed guest speaker John Heasley, who discussed the Apollo 11 mission (25)  
We had a family program, where John Heasley presented a program called “Seize the Night.” He presented about different star gazing apps, what books to buy about star gazing, what telescope to buy, and when the best time to star gaze is. (16)
- July 24 Gail presented Babygarten story time. (14)  
Anne and Gail presented Puppy Club story time. (33)  
Penny supervised “Building Blocks” program. (8)
- July 25 The family program was “Launch Party at Steinhorst Park.” Mike Hubbs and his daughter volunteered to teach kids how to shoot off motor-powered rockets. Children also created a foam and/or paper rocket. The fire department had a truck at the program in case anything went wrong. **We had to change a city ordinance to make it legal for us the shoot off the powered rockets!** We had residents from Meadow Ridge Senior Living Center join us at the program. (136)
- July 29 Carey was off.
- July 30 Penny’s Teen Tuesday featured guest speaker Clare Bar. During her military career Clare worked on the GPS satellite program. (16)  
Carey was off.
- July 31 Carey was off.  
Penny supervised Building Blocks program. (12)

### **2019 Summer Reading Program – Statistics**

We had 13 teen volunteers donate over 212 hours of service during the summer.

We had 85 children complete a Blackout on their READO card. This means they completed all 36 activities on the card.

We had 73 teens complete at least one reading bookmark. In comparison, only 40 teens completed a bookmark in 2018.

We had teens complete 372 reading bookmarks which equals 2,976 hours of reading.

We had 175 youth complete at least 3 “READOs.”

We had over 250 children complete at least one READO.

**TO: Library Board**  
**FROM: Jessica Bergin, Director**  
**DATE: 7/16/19**  
**RE: Director's Report to Board**



**July/August 2019**

**General:**

- Did new trustee orientations with Pamela and Michele & updated Trustee Handbook (anyone need new one?)
- Received a Rotary grant on behalf of the Youth Services Department
- Received donation from Class of 1947

**Facilities Maintenance:**

- Front railings have rusted through, got a referral from Public Works for Palmers Manufacturing. They said they can repair the rails and they don't have to be replaced.

## JULY 2019 STATISTICS

	JUL 2017	JUL 2018	JUL 2019	YTD 2018	YTD 2019	% Change
Circulation	21494	21475	20857	142450	134062	-5.89
Library Visits	9355	10096	10181	93355	85858	-8.03
Computer Uses	1392	1386	1456	10063	8793	-12.62
Wireless Sessions	6092	5921	7704	41589	48461	16.52
New Patrons	68	82	72	499	487	-2.40
Wisconsin's Digital Library (eBooks, audiobooks)	1211	1746	1916	10532	13553	28.68

Onsite Programs:	JUL 2019	YTD 2018	YTD 2019
Children Programs	31	214	188
Attendance	699	5212	4385
Teen Programs	5	39	34
Attendance	139	410	478
Other Programs	5	86	44
Attendance	39	808	611
Children's Drop-In Programs	0	0	0
Children's Drop-In Attendance	0	0	0
Teen Drop-In Programs	1	8	7
Teen Drop-In Attendance	95	161	312
Other Drop-In Programs	0	0	1
Other Drop-In Attendance	0	0	2

Offsite Programs:	JUL 2019	YTD 2018	YTD 2019
Number of Children Programs	9	148	154
Attendance	222	4990	4742
Number of Teen Programs	0	33	31
Attendance	0	705	749
Number of Other Programs	1	11	8
Attendance	7	98	39

Publicity Events:	JUL 2019	YTD 2018	YTD 2019
Total Number of Youth Events	0	5	5
Attendance (approximate)	0	1920	1422
Total Number of Teen Events	0	0	0
Attendance (approximate)	0	0	0
Total Number of Other Events	0	0	2
Attendance (approximate)	0	0	69

Website Statistics:	JUL 2019	YTD 2018	YTD 2019
Sessions	6621	39477	40648
Users	4925	26050	28110
Referral Visits to LINKcat	720	5727	4395

Adult Services Self-Checkout	JUL 2019	YTD 2018	YTD 2019
Sessions	1115	7902	7134
Items Checked Out	3297	24722	21650

Youth Services Self-Checkout	JUL 2019	YTD 2018	YTD 2019
Sessions	1382	4131	5918
Items Checked Out	2920	10381	14862

Facebook (last 28 days report MAY 13-JUN 9)	JUL 2019	JUL 2018
Reach	13801	10586
Post Engagements	7918	4303