

**STOUGHTON PUBLIC LIBRARY
BOARD of TRUSTEES MEETING**

DATE: Wednesday, October 18, 2023

TIME: 6:30 P.M.



LOCATION : Stoughton Public Library – Carnegie Meeting Room, 304 S. Fourth St. in downtown Stoughton ****PLEASE NOTE**** This is a hybrid meeting with a virtual option via Zoom. Access with a computer via Zoom Meetings - <https://us02web.zoom.us/j/6269031450>. Members of the public may also attend using dial-in number (301) 715-8592, access code 626 903 1450.

I. Call to Order by President Teri LeSage

II. Review of Agenda & Certification of Compliance with Open Meetings Law

III. Consent Agenda *

- A. Review/Approval of Minutes of September 20, 2023 (enclosure)
- B. Review/Approval of Fund 215, Fund 217, and Stoughton Area Community Foundation account statements for September 2023 (enclosures)
- C. Review/Approval of Fund 215 & Fund 217 Bills for October 2023 (enclosures)

IV. Recognition Opportunities

V. Public Comment Period

VI. Review/Discussion of Correspondence

VII. Education Updates

VIII. Board In-service: Trustee Essential #22: Freedom of Expression and Inquiry

IX. Director's Report

- A. Statistics for September 2023 (enclosure)
- B. Administration report (enclosure)

X. Committee Reports

- A. Finance: will meet on 10/16/23
- B. Personnel: met 9/19/23 (enclosure)
- C. Planning: did not meet
- D. Policies: did not meet

XI. Friends of the Library Report from Friends Board President Lesley Johnson

XII. Old Business
NONE

XIII. New Business

- A. Welcome to new Library Board Trustee Lora Klitzke
- B. Discussion and possible action regarding resolution to restrict use of Fund 217 fund balance

for future library expansion project (enclosure) * (*Finance Committee will consider on 10/16/23*)

C. Discussion and possible action regarding creation of a grant-funded limited term employment (LTE) position in Technical Services in 2024 (enclosure) * (*Personnel Committee recommended 3-0 on 9/19/23*)

D. Approval of 2024 Library Operating Budget * (enclosure) (*Finance Committee will consider on 10/16/23*)

XIV. Pending Agenda Items

A. Discussion of library closure on federal holidays not currently designated as paid holidays by the City of Stoughton: Presidents' Day, Juneteenth, Indigenous Peoples' Day, and Veterans Day

XV. Adjournment *

NEXT REGULAR MEETING: November 15, 2023

*An * indicates an action item.*

If you are disabled and in need of assistance in order to attend, please call 873-6281 prior to this meeting.

STOUGHTON PUBLIC LIBRARY BOARD OF TRUSTEES

Ken Axe
Amy Ketterer
Lora Klitzke
Teri LeSage, President
Jean Ligocki, City Council Representative and Vice-President
Sharon Meilahn Bartlett
Erin Meinholz
Dayna Verstegen
Siri Vienneau, Student Representative

Kristin Rosenberg, SASD representative
Finance: LeSage, Meilahn Bartlett, Meinholz
Personnel: Axe, Ketterer, Rosenberg
Planning: LeSage, Ligocki, Meilahn Bartlett, Vienneau
Policies: Axe, Meinholz, Verstegen

cc: Mayor Tim Swadley, City Attorney Mathew Dregne, City Council Members, Department Heads, City Hall Receptionist, Library Staff, Stoughton Newspaper

Agenda Notes: Library Board meeting of October 18, 2023



XII. Old Business

NONE

XIII. New Business

- A. Welcome to new Library Board Trustee Lora Klitzke** – We will formally welcome our newest trustee to the Stoughton Public Library Board. Lora was appointed by Mayor Tim Swadley at the City Council meeting on September 26. She is serving the remainder of a term through April of 2024, at which time she will be eligible for reappointment. Per the Board by-laws, this term does not count towards the three-term limit.
- B. Discussion and possible action regarding resolution to restrict use of Fund 217 fund balance for future library expansion project (enclosure) ***
 - On the advice of City Finance Director Dave Ehligner, the Board's Finance Committee will consider a resolution at their meeting on October 16 earmarking the fund balance in fund 217 for a future building project.
- C. Discussion and possible action regarding creation of a grant-funded limited term employment (LTE) position in Technical Services in 2024 (enclosure) *** - We are looking to create a grant-funded LTE position in 2024 under the supervision of the Technical Services Supervisor. This position's primary responsibility would be equipping items in the library's collection with Radio Frequency Identification (RFID) tags. In the South Central Library System, the seven-county consortium to which we belong, most libraries affix a radio frequency identification (RFID) tag to all items in their collections. Some small-to-mid-sized libraries, such as ours, have yet to fully convert their collections to RFID. In 2020, the South Central Library System adopted an initiative to have all libraries' collections converted by 2027. The Personnel Committee recommended approval 3-0 on 9/19/23.
- D. Approval of 2024 Library Operating Budget * (enclosure)** – I will give an overview of the 2024 operating budget. I will have presented the budget in detail to the Finance Committee on October 16. The budget includes a 4.5% cost of living adjustment for library staff (identical to the adjustment for all City staff, union and non-union). Also included in this budget are the 10 additional hours for our Circulation Supervisor. Our other personnel request, for a new 22 hr/week Adult Services Library

Assistant, was not included in the mayor's budget. Overall, the 2024 budget is a 6.1% increase over 2023, from \$1,007,496 to \$1,068,879.

XIV. Pending Agenda Items

A. Discussion of library closure on federal holidays not currently designated as paid holidays by the City of Stoughton: Presidents' Day, Juneteenth, Indigenous Peoples' Day, and Veterans Day – This item was added to pending agenda items at the request of the Board at the meeting on September 20, 2023. The Board would like to discuss this further at a future date.

STOUGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
WEDNESDAY, SEPTEMBER 20, 2023, @ 6:30 P.M.
HYBRID MEETING IN CARNEGIE ROOM
& VIA ZOOM



PRESENT: Ken Axe (virtual); Amy Ketterer; Teri LeSage, President (virtual); Jean Ligocki, Vice-President/City Council Representative; Sharon Meilahn Bartlett; Erin Meinholz; Kristin Rosenberg, Stoughton Area School District Representative (virtual); Dayna Verstegen; Siri Vienneau, Student Trustee (virtual)

ALSO PRESENT: Jim Ramsey, Library Director; Sarah Monette, Administrative Assistant

- I. CALL TO ORDER. 6:33 p.m. by President Teri LeSage
- II. REVIEW OF AGENDA & CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW.
- III. CONSENT AGENDA. *Motion to approve: Axe. Second: Meilahn Bartlett. Vote: 8-0*
- IV. RECOGNITION OPPORTUNITIES. None.
- V. PUBLIC COMMENT PERIOD. None.
- VI. REVIEW/DISCUSSION OF CORRESPONDENCE. None.
- VII. EDUCATION UPDATES. None.
- VIII. BOARD IN-SERVICE: DANE COUNTY LIBRARY STANDARDS. Ramsey presented on the six quantitative Dane Co. Library Standards. He reviewed the proposed changes which are the subject of the resolution under consideration for item XII.D.
- IX. DIRECTOR'S REPORT. Ramsey presented. In addition to his written report, he shared that the final numbers for the Summer Library Program in Adult Services were Adults 108 and Teens 96, of whom 76 completed. The cost estimate for replacing the HVAC system came back much more expensive than expected. City Planning Director Rodney Scheel intends to move forward with the project. There is a potluck for Library volunteers on December 15 at 8:00 a.m. Trustees are invited to attend.

[Vienneau arrived at 7:05 p.m.]

- X. COMMITTEE REPORTS
 - A. Finance: did not meet.
 - B. Personnel: Rosenberg reported that the committee is working on the director evaluation and wants to ask staff to answer two of the questions, about leadership and communication. The committee also discussed the creation of a grant-funded LTE (Limited Term Employment) position to help with RFID tagging the entire collection.
 - C. Planning: did not meet.
 - D. Policies: did not meet.
- XI. OLD BUSINESS.
 - A. REPORT FROM AD HOC TRUSTEE RECRUITMENT COMMITTEE WITH RECOMMENDATION FOR FILLING BOARD VACANCY. Ketterer reported that the ad-hoc committee recommends Lora Klitzke. *Motion to recommend Lora Klitzke for the Board vacancy: Ligocki. Second: Meilahn Bartlett. Vote: 8-0.*

[Axe left at 7:29 p.m.]

XII. NEW BUSINESS.

- A. APPROVAL OF RESOLUTION REGARDING EXEMPTION FROM THE COUNTY LIBRARY TAX. Ramsey presented. *Motion to approve:* Ketterer. *Second:* Meinholz. *Vote:* 6-0, Ligocki abstaining.
- B. APPROVAL OF 2024 CLOSED DATES. It was agreed to consider the four federal holidays on which the Library is open at a future meeting. *Motion to approve:* Ketterer. *Second:* Verstegen. *Vote:* 6-0, Meilahn Bartlett abstaining.
- C. AUTHORIZATION TO USE UNDESIGNATED GIFT FUNDS FROM FUND 217 FOR STAFF APPRECIATION GIFTS. There was agreement to add gift certificates to the original gift idea. *Motion to approve up to \$400:* Ketterer. *Second:* Meinholz. *Amendment to approve up to \$700:* Ligocki. *Second:* Ketterer. *Vote:* 7-0. *Vote on amended motion:* 7-0.
- D. APPROVAL OF RESOLUTION APPROVING AMENDMENT TO DANE COUNTY STANDARDS FOR PUBLIC LIBRARIES. *Motion to approve:* Ketterer. *Second:* Verstegen. *Vote:* 7-0.

XIII. PENDING AGENDA ITEMS. FUTURE DESIGNATION OF LIBRARY SPECIAL GIFT FUND (217) FUND BALANCE.

- XIV. ADJOURNMENT. *Motion to adjourn at 7:56 P.M.:* Verstegen. *Second:* Meinholz. *Vote:* 7-0.

Minutes taken by Sarah Monette.

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 09/30/2023		ACTIVITY FOR MONTH 09/30/2023 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)				
Fund 215 - LIBRARY FUND									
Revenues									
Dept 55100 - COMMUNITY COMMITMENT									
215-55100-43330	FED GRANT - COVID-19	0.00		0.00		0.00	0.00	0.00	0.00
Total Dept 55100 - COMMUNITY COMMITMENT		0.00		0.00		0.00	0.00	0.00	0.00
Dept 55110 - LIBRARY									
215-55110-41110	PROPERTY TAX - OPERATIONS	726,880.00		545,159.97	60,573.33	181,720.03	75.00		
215-55110-43315	FEDERAL GRANTS	0.00		279.45	0.00	(279.45)	100.00		
215-55110-43720	DANE COUNTY SERVICE FEES	249,910.00		249,910.00	0.00	0.00	100.00		
215-55110-43725	OTHER COUNTIES SERVICE FEES	14,979.00		14,980.43	0.00	(1.43)	100.01		
215-55110-46110	MISC. REVENUE	0.00		0.00	0.00	0.00	0.00		
215-55110-46710	LIBRARY FEES	4,000.00		3,248.17	319.50	751.83	81.20		
215-55110-46712	COPY MACHINE	2,500.00		3,389.90	325.98	(889.90)	135.60		
215-55110-47301	CHARGES TO DANE COUNTY	0.00		0.00	0.00	0.00	0.00		
215-55110-47302	CHARGES TO MUNICIPALITIES	0.00		227.83	0.00	(227.83)	100.00		
215-55110-48110	INTEREST INCOME	1,000.00		2,651.64	795.31	(1,651.64)	265.16		
215-55110-48500	DONATIONS	0.00		0.00	0.00	0.00	0.00		
215-55110-49210	TRANSFER IN - GENERAL FUND	19,480.00		19,480.00	0.00	0.00	100.00		
Total Dept 55110 - LIBRARY		1,018,749.00		839,327.39	62,014.12	179,421.61	82.39		
TOTAL REVENUES		1,018,749.00		839,327.39	62,014.12	179,421.61	82.39		
Expenditures									
Dept 55110 - LIBRARY									
215-55110-50110	SALARIES	90,227.00		69,274.44	10,411.20	20,952.56	76.78		
215-55110-50120	WAGES	431,524.00		309,237.01	45,489.48	122,286.99	71.66		
215-55110-50126	OVERTIME	0.00		0.00	0.00	0.00	0.00		
215-55110-50127	WAGES - PART TIME	78,297.00		65,530.21	11,250.94	12,766.79	83.69		
215-55110-50128	SUNDAY HOURS	8,840.00		5,496.89	574.26	3,343.11	62.18		
215-55110-50129	WAGES - LONGEVITY	7,600.00		0.00	0.00	7,600.00	0.00		
215-55110-50153	SELF INSURED LOSSES	0.00		0.00	0.00	0.00	0.00		
215-55110-50160	FICA TAXES	47,161.00		32,719.07	4,986.50	14,441.93	69.38		
215-55110-50161	WRS - GENERAL	30,759.00		23,491.76	3,327.34	7,267.24	76.37		
215-55110-50163	HEALTH INSURANCE	115,000.00		86,723.12	8,819.62	28,276.88	75.41		
215-55110-50164	DENTAL INSURANCE	6,777.00		5,181.29	523.81	1,595.71	76.45		
215-55110-50165	LIFE INSURANCE	211.00		841.20	82.00	(630.20)	398.67		
215-55110-50169	HSA RETIREMENT PAYOUT	11,253.00		11,253.00	0.00	0.00	100.00		
215-55110-50200	MISC OUTSIDE SERVICES	0.00		0.00	0.00	0.00	0.00		
215-55110-50210	TELEPHONE	0.00		0.00	0.00	0.00	0.00		
215-55110-50211	POSTAGE	1,000.00		729.08	122.76	270.92	72.91		
215-55110-50212	TRAVEL/CONFERENCE	1,600.00		1,195.49	0.00	404.51	74.72		
215-55110-50213	SALES TAX	0.00		104.11	16.23	(104.11)	100.00		
215-55110-50216	OUTSIDE SERVICES/CONTRACTS-2	200.00		136.00	0.00	64.00	68.00		
215-55110-50217	OUTSIDE SERVICES/CONTRACTS-3	300.00		0.00	0.00	300.00	0.00		
215-55110-50218	SHARED DELIVERY AND OUTREACH	0.00		0.00	0.00	0.00	0.00		
215-55110-50220	UTILITIES	21,000.00		13,668.77	2,670.53	7,331.23	65.09		
215-55110-50221	UTILITIES-BUILDING 2	6,000.00		4,271.58	246.62	1,728.42	71.19		
215-55110-50240	EQUIPMENT MAINTENANCE	2,800.00		2,741.93	58.07	58.07	97.93		
215-55110-50250	REPAIR & MAINTENANCE	9,000.00		11,835.19	413.97	(2,835.19)	131.50		
215-55110-50289	TECHNOLOGY COSTS	56,000.00		53,776.83	66.96	2,223.17	96.03		
215-55110-50300	MISC EXPENSES	500.00		494.17	0.00	5.83	98.83		
215-55110-50313	PROGRAMS/PUBLICITY	4,500.00		4,146.71	24.99	353.29	92.15		

PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 09/30/2023		ACTIVITY FOR MONTH 09/30/2023		AVAILABLE BALANCE		% BDGT USED
		AMENDED BUDGET	NORMAL	09/30/2023 NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL	(ABNORMAL)			
Fund 215 - LIBRARY FUND										
Expenditures										
215-55110-50320	DUES AND SUBSCRIPTIONS	600.00		175.00	0.00		425.00	29.17		
215-55110-50326	PERIODICALS	5,400.00		3,338.62	0.00		2,061.38	61.83		
215-55110-50327	E-RESOURCES	12,000.00		11,834.02	0.00		165.98	98.62		
215-55110-50328	AUDIO VISUAL	9,000.00		6,947.42	939.30		2,052.58	77.19		
215-55110-50329	BOOKS	50,000.00		37,931.57	3,871.14		12,068.43	75.86		
215-55110-50340	OPERATING EXPENSES	5,000.00		3,374.44	1,785.12		1,625.56	67.49		
215-55110-50341	OPERATING EXPENSES-SPECIALIZED-1	200.00		23.93	0.00		176.07	11.97		
215-55110-50342	OPERATING EXPENSES-SPECIALIZED-2	6,000.00		4,428.82	471.90		1,571.18	73.81		
215-55110-50409	COMPUTER EQUIPMENT (NONCAPITAL)	0.00		32.44	0.00		(32.44)	100.00		
215-55110-50444	NON-COLLECTION DAMAGE CHARGES	0.00		794.08	176.73		(794.08)	100.00		
215-55110-50810	CAPITAL-EQUIPMENT	0.00		21.39	(699.55)		(21.39)	100.00		
215-55110-50820	CAPITAL- COMPUTERS	0.00		0.00	0.00		0.00	0.00		
215-55110-50900	CONTINGENCY	0.00		0.00	0.00		0.00	0.00		
215-55110-50930	TRANSFER TO OTHER FUND	0.00		0.00	0.00		0.00	0.00		
Total Dept 55110 - LIBRARY		1,018,749.00		771,749.58	95,830.66		246,999.42	75.75		
TOTAL EXPENDITURES		1,018,749.00		771,749.58	95,830.66		246,999.42	75.75		
Fund 215 - LIBRARY FUND:										
TOTAL REVENUES		1,018,749.00		839,327.39	62,014.12		179,421.61	82.39		
TOTAL EXPENDITURES		1,018,749.00		771,749.58	95,830.66		246,999.42	75.75		
NET OF REVENUES & EXPENDITURES		0.00		67,577.81	(33,816.54)		(67,577.81)	100.00		

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BALANCE SHEET FOR STOUGHTON CITY
Period Ending 09/30/2023

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Fund 215 LIBRARY FUND

GL Number	Description	Balance
*** Assets ***		
215-00000-11100	PRIMARY CHECKING	284,927.45
215-00000-11102	US BANK - CC	6,006.15
215-00000-12550	PREPAID EXPENSES	1,170.65
Total Assets		292,104.25
*** Liabilities ***		
215-00000-21700	ACCRUED PAYROLL	24,404.18
215-00000-26600	DEF INFLOW - PROPERTY TAXES	181,720.03
Total Liabilities		206,124.21
*** Fund Balance ***		
215-00000-39600	FUND BALANCE RESTRICTED	18,402.23
Total Fund Balance		18,402.23
Beginning Fund Balance		18,402.23
Net of Revenues VS Expenditures		67,577.81
Ending Fund Balance		85,980.04
Total Liabilities And Fund Balance		292,104.25

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 09/30/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 217 - LIBRARY SPECIAL GIFT FUND						
Revenues						
Dept 55110 - LIBRARY						
217-55110-48110	INTEREST INCOME	1,000.00	8,684.49	1,090.53	(7,684.49)	868.45
217-55110-48500	DONATIONS	60,000.00	64,818.44	881.56	(4,818.44)	108.03
217-55110-48510	DONATIONS - UNDESIGNATED	0.00	0.00	0.00	0.00	0.00
217-55110-48530	DONATIONS - FUNDRAISING ACCOUNT	0.00	0.00	0.00	0.00	0.00
217-55110-49910	FUND BAL APPLIED - TAX LEVY	(11,000.00)	0.00	0.00	(11,000.00)	0.00
217-55110-49940	FUND BAL APPLIED - DEFICITS	0.00	0.00	0.00	0.00	0.00
Total Dept 55110 - LIBRARY		50,000.00	73,502.93	1,972.09	(23,502.93)	147.01
TOTAL REVENUES						
		50,000.00	73,502.93	1,972.09	(23,502.93)	147.01
Expenditures						
Dept 55100 - COMMUNITY COMMITMENT						
217-55100-50499	DEPT DEFICIT	0.00	0.00	0.00	0.00	0.00
Total Dept 55100 - COMMUNITY COMMITMENT		0.00	0.00	0.00	0.00	0.00
Dept 55110 - LIBRARY						
217-55110-50499	DEPT DEFICIT	0.00	0.00	0.00	0.00	0.00
217-55110-50500	DESIGNATED	50,000.00	53,665.48	6,381.90	(3,665.48)	107.33
217-55110-50501	UNDESIGNATED	0.00	20.98	0.00	(20.98)	100.00
217-55110-50502	BUILDING FUND	0.00	0.00	0.00	0.00	0.00
217-55110-50503	DESIGNATED-FUNDRAISING ACCOUNT	0.00	0.00	0.00	0.00	0.00
217-55110-50936	TR OUT - FUND 215	0.00	0.00	0.00	0.00	0.00
Total Dept 55110 - LIBRARY		50,000.00	53,686.46	6,381.90	(3,686.46)	107.37
TOTAL EXPENDITURES						
		50,000.00	53,686.46	6,381.90	(3,686.46)	107.37
Fund 217 - LIBRARY SPECIAL GIFT FUND:						
TOTAL REVENUES						
		50,000.00	73,502.93	1,972.09	(23,502.93)	147.01
TOTAL EXPENDITURES						
		50,000.00	53,686.46	6,381.90	(3,686.46)	107.37
NET OF REVENUES & EXPENDITURES						
		0.00	19,816.47	(4,409.81)	(19,816.47)	100.00
TOTAL REVENUES - ALL FUNDS						
		1,068,749.00	912,830.32	63,986.21	155,918.68	85.41
TOTAL EXPENDITURES - ALL FUNDS						
		1,068,749.00	825,436.04	102,212.56	243,312.96	77.23
NET OF REVENUES & EXPENDITURES						
		0.00	87,394.28	(38,226.35)	(87,394.28)	100.00

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BALANCE SHEET FOR STOUGHTON CITY
Period Ending 09/30/2023

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Fund 217 LIBRARY SPECIAL GIFT FUND

GL Number	Description	Balance
*** Assets ***		
217-00000-11100	PRIMARY CHECKING	77,018.38
217-00000-11102	US BANK - CC	1,126.22
217-00000-11302	WISC INVESTMENT FUND	207,774.45
Total Assets		285,919.05
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
217-00000-39600	FUND BALANCE RESTRICTED	266,102.58
Total Fund Balance		266,102.58
Beginning Fund Balance		266,102.58
Net of Revenues VS Expenditures		19,816.47
Ending Fund Balance		285,919.05
Total Liabilities And Fund Balance		285,919.05

Stoughton Area Comm Foundation

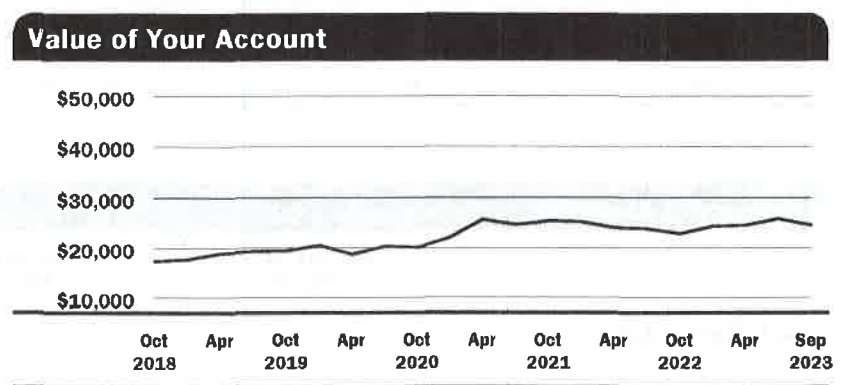
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Corporate - Select

Portfolio Objective - Account: Balanced Toward Growth

Account Value	
\$24,517.56	
1 Month Ago	\$24,960.37
1 Year Ago	\$21,490.43
3 Years Ago	\$20,313.31
5 Years Ago	\$18,379.21



Value Summary

	This Period	This Year
Beginning Value	\$24,960.37	\$23,489.36
Assets Added to Account	0.00	0.00
Assets Withdrawn from Account	0.00	0.00
Fees and Charges	0.00	0.00
Change In Value	-442.81	1,028.20
Ending Value	\$24,517.56	

For more information regarding the Value Summary section, please visit www.edwardjones.com/mystatementguide

Rate of Return

Your Personal Rate of Return for Assets Held at Edward Jones	This Quarter	Year to Date	Last 12 Months	3 Years Annualized	5 Years Annualized
	-2.48%	4.36%	13.07%	6.23%	5.68%

2023 EXPENDITURES: FUND 215
OCTOBER

MOVED:

SECONDED:

VOTE:

Inv. Date	Payment	Line Item	Vendor	Description	Amount
09/30/23	10/18/23	50211	Baker & Taylor AD217BK	fuel surcharge	\$ 1.60
09/30/23	10/18/23	50211	Baker & Taylor AD329	fuel surcharge	\$ 9.32
09/30/23	10/18/23	50211	Baker & Taylor CH329	fuel surcharge	\$ 0.05
10/01/23	10/18/23	50211	Ingram	fuel surcharge	\$ 45.00
09/11/23	JR prepaid CC	50212	Dunkin' Donuts	DD 091123 INS	\$ 65.96
09/18/23	JR prepaid CC	50212	WLA	WLA 091823 CONF	\$ 405.00
10/05/23	10/18/23	50221	Alliant Energy	AE 100523	\$ (200.03)
09/15/23	10/18/23	50240	Gordon Flesch	GF 091523 copier2	\$ 116.17
10/03/23	10/18/23	50240	Gordon Flesch	GF 100323 coiper1	\$ 72.88
09/13/23	10/18/23	50250	Jefferson Fire & Safety	JFS 091323	\$ 398.50
09/26/23	10/18/23	50289	TBS	TBS 092623 fax	\$ 23.76
09/28/23	JR prepaid CC	50289	Donor Tools	DT 092823 TECH	\$ 39.00
09/21/23	SB prepaid CC	50313	Amazon	AZ 092123 CC	\$ 28.55
09/22/23	SB prepaid CC	50313	Goodwill	GW 092223 CC	\$ 7.98
09/27/23	SB prepaid CC	50313	Amazon	AZ 092723 CC	\$ 19.98
09/12/23	AB prepaid CC	50326	Booklist	BL 091223 326	\$ 184.95
09/19/23	JR prepaid CC	50326	Wisconsin State Journal	WiSJ 091923 RN	\$ 926.00
09/18/23	SB prepaid CC	50328	Amazon	AZ 082423 JDVD	\$ 24.96
09/26/23	10/18/23	50328	Playaway	FA 090823 ABCD	\$ 143.98
09/30/23	10/18/23	50328	Baker & Taylor AD328DVD	AD/TE materials	\$ 367.64
10/01/23	10/18/23	50328	Ingram	AD/TE materials	\$ 120.96
09/21/23	SB prepaid CC	50329	Amazon	AZ 091423 AF	\$ 15.99
09/28/23	SB prepaid CC	50329	Amazon	AZ 092723 AN	\$ 74.83
09/30/23	10/18/23	50329	Baker & Taylor AD329	AD/TE materials	\$ 931.76
09/30/23	10/18/23	50329	Baker & Taylor CH329	CH materials	\$ 4.91
10/01/23	10/18/23	50329	Ingram	CH materials	\$ 1,502.44
10/01/23	10/18/23	50329	Ingram	AD/TE materials	\$ 1,346.98
10/09/23	10/18/23	50329	Cengage	AD/TE materials	\$ 261.66
09/13/23	SB prepaid CC	50340	Amazon	AZ 091123 OS	\$ 74.83
09/19/23	SB prepaid CC	50340	Amazon	AZ 091823 OS	\$ 7.98
09/22/23	SB prepaid CC	50340	Amazon	AZ 092023 LS	\$ 13.74
10/04/23	SB prepaid CC	50340	Amazon	AZ 100323 OS	\$ 27.78
09/20/23	SB prepaid CC	50342	Amazon	AZ 092023 LS	\$ 99.98
09/29/23	10/18/23	50342	Demco	DM 052323 MULTI	\$ 90.88
09/30/23	10/18/23	50342	Baker & Taylor AD217BK	processing	\$ 6.66
09/30/23	10/18/23	50342	Baker & Taylor AD329	processing	\$ 31.82
10/01/23	10/18/23	50342	Ingram	processing	\$ 116.82

10/02/23	SB prepaid CC	50342	Amazon	AZ 100223 LS	\$ 19.90
10/04/23	10/18/23	50342	SCLS	SCLS 100423 LS	\$ 30.45
09/19/23	10/18/23	50444	Clifton, William	WC 091923	\$ 18.95
09/20/23	10/18/23	50444	Madison PL	MAD 092023	\$ 16.99
09/20/23	10/18/23	50444	Portage PL	POR 092023	\$ 8.00
10/10/23	10/18/23	50444	Gates, Noelle	NG 101023	\$ 19.99
09/30/23	10/18/23	50820	SCLS	SCLS 091323 820	\$ 6,455.03
09/29/23	10/18/23	50825	Demco	DM 052323 MULTI	\$ 3,000.00
10/03/23	SB prepaid CC	50870	Amazon	AZ1002232123EJEF	\$ 214.79

2023 EXPENDITURES: FUND 217 OCTOBER

MOVED:

SECONDED:

VOTE:

Inv. Date	Payment	Vendor	Description	Stream	Material	50500	50501	5050	50503
09/12/23	SB prepaid CC	Amazon	AZ091123sun ren	Sunday	program	\$ 43.96			
09/12/23	SB prepaid CC	Amazon	AZ091123sun ren	Sunday	program	\$ 71.09			
09/12/23	MO prepaid CC	Pick 'n Save	PS091223sun ren	Sunday	program	\$ 22.82			
09/14/23	AB prepaid CC	Fosdal Home Bakery	FOS091423BSTAFF	Bryant	in-service	\$ 8.50			
09/15/23	SB prepaid CC	Amazon	AZ 091323 ADM	Misc.	books	\$ 32.22			
09/15/23	AB prepaid CC	El Rio Grande	ERG091523BSTAFF	Bryant	in-service	\$ 244.72			
09/17/23	AB prepaid CC	New York Times	NYT 091723 sels	Selsor	subscription	\$ 56.00			
09/17/23	MO prepaid CC	Pick 'n Save	PS091723sun ten	Sunday	program	\$ 43.81			
09/18/23	SB prepaid CC	Amazon	AZ 091823 MTE	Misc.	books	\$ 114.25			
09/18/23	SB prepaid CC	Amazon	AZ082423BLDVC	Bryant	AV	\$ 24.96			
09/21/23	SB prepaid CC	Amazon	AZ092023BCRAV	Bryant	tech	\$ 950.44			
09/21/23	SB prepaid CC	Amazon	AZ 092023 MCH	Misc.	music instr	\$ 182.90			
09/21/23	MO prepaid CC	Dollar Tree	DT 092123 SUN	Sunday	program	\$ 11.25			
09/22/23	SB prepaid CC	4Imprint	4I 092223 501	Undesg.	in-service		\$ 322.37		
09/22/23	CS prepaid CC	Walmart	WM092223FPROGTE	FoL	program	\$ 32.64			
09/23/23	AB prepaid CC	Pick 'n Save	PNS092323SUN	Sunday	program	\$ 29.54			
09/27/23	SB prepaid CC	BookDepot	BD 092723 BBG	Bryant	program	\$ 2,962.38			
09/27/23	SB prepaid CC	InterstateBooks4School	B4S092723BBG	Bryant	program	\$ 133.06			
09/28/23	CS prepaid CC	Walmart	WM092823FPROGTE	FoL	program	\$ 52.64			
09/29/23	10/18/23	Demco	DM 052323 multi	Bryant	furniture	\$ 1,026.28			
09/29/23	SB prepaid CC	STO Chamber of Comm.	SC 092923 501	Undesg.	in-service		\$ 290.00		
09/30/23	10/18/23	Baker & Taylor	AD/TE materials	FoL: LD	books	\$ 160.45			
09/30/23	10/18/23	Baker & Taylor	AD/TE materials	FoL: LD	AV	\$ 123.04			
10/01/23	SB prepaid CC	Amazon	AZ 092923 MCH	Misc.	books	\$ 18.61			

10/01/23	10/18/23	Ingram	AD/TE materials	Misc.	books	\$ 246.25			
10/01/23	10/18/23	Ingram	CH materials	Bryant	books	\$ 109.49			
10/01/23	10/18/23	Ingram	AD/TE materials	FoL: R	books	\$ 181.96			
10/02/23	MO prepaid CC	Pick 'n Save	PS100223SUNCH	Sunday	program	\$ 16.24			
10/04/23	AB prepaid CC	Fosdal Home Bakery	FOS100423sunshine	Sunshine	doughnuts	\$ 13.00			
10/04/23	10/18/23	Siddiqui-Seitz, Huma	HS 0629232 SUN	Sunday	program	\$ 175.00			
10/04/23	MO prepaid CC	Soc. of St. VdP	SVdP100423GB	Bryant	program	\$ 63.88			
10/04/23	MO prepaid CC	Soc. of St. VdP	SVdP100423GB	Bryant	program	\$ (11.34)			
10/04/23	10/18/23	Wisc. Historical Soc.	WHS062023SUN	Sunday	program	\$ 100.00			
10/09/23	10/18/23	Cengage	AD/TE materials	FoL: LD	books	\$ 25.60			
10/10/23	10/18/23	DCLS	DCLS090123GBR	Sunday	program	\$ 280.00			
10/10/23	10/18/23	Maris Associates	MA101023MAD	Misc.	books	\$ 115.87			
10/18/23	10/18/23	BookPage	BP 101823	FoL	subscription	\$ 720.00			

Freedom of Expression and Inquiry

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Free access to ideas and freedom of expression are bedrock principles of this country. These principles must be upheld for democracy to survive and thrive. Public libraries are institutions dedicated to the ideal of freedom of expression and inquiry. The public library is the provider of access for *all* citizens to the full range of ideas, including controversial or unpopular ideas.

If we all knew for sure what the right answers were for important questions, there would be no controversies and no need to foster freedoms of inquiry and expression. But, because we cannot know for sure, our survival and progress as a culture and as a species require that we actively promote wide-ranging inquiry and the freest possible expression of ideas so that we may correct errors and continue to progress toward better answers. This requires that your library, within the limits imposed by budget, time, and space, seeks to represent the widest range of materials and to provide unrestricted access to electronic resources—so that inquiry is encouraged and creativity stimulated.

In Wisconsin, as in most states, citizen boards govern public libraries. Citizen governance partially isolates the operation of the library from political pressure—an important concern especially in the development of your library’s collection and policies. Citizen control is designed to help your library support the ideals of freedom of expression and inquiry—free from partisan and political pressure.

The federal and state Constitutions support the ideals of freedom of expression and inquiry, as do the Wisconsin statutes. The very beginning of [Chapter 43](#) (Wisconsin’s library law) says: “The legislature recognizes: (a) The importance of free access to knowledge, information and diversity of ideas by all residents of this state; (b) The critical role played by public, school, special and academic libraries in providing that access; (c) The major educational, cultural and economic asset that is represented in the collective knowledge and information resources of the state’s libraries; (d) The importance of public libraries to the democratic process.”

Collection Development Policy

Every public library should have a collection development policy that supports the ideals of freedom of expression and inquiry. A sound collection development policy assures the continuous growth of a collection appropriate to your library’s defined mission and goals, while recognizing the cultural diversity and pluralistic nature of your community. It is recommended that, at a minimum, the policy cover the following points:

- purpose and scope of collection (separately defined for the adult and children’s sections)
- types of materials to be purchased

In This Trustee Essential

- How the public library promotes freedom of expression and inquiry
- Library board-approved policies that help protect intellectual freedom

- How will the library handle access to functions such as social media sites, peer-to-peer file sharing sites and email?
- How do the library and its governing board transmit concerns about Internet access to its funding authority?
- How will the library seek legal review of its Internet policy, both from its own legal counsel and from other legal experts?

Sample Internet use policies are available from the Wisconsin Public Library Policy Resources Page at <http://dpi.wi.gov/pld/boards-directors/policy-resources>.

Internet Filtering

Library boards should be aware that certain Internet filtering policies have been found by federal courts to violate First Amendment guarantees. On the other hand, Congress passed the Children's Internet Protection Act (or CIPA) requiring library filtering in order to qualify for certain uses of federal aid (such as E-rate funding). That law has been challenged on First Amendment grounds. Libraries need to stay informed as cases are decided and as possible new legislation develops. See below for resources to help you stay informed about these issues.

Meeting Room, Exhibit, and Display Policies

Public library meeting room and display policies should also support the ideals of freedom of expression and inquiry. In fact, federal courts have ruled that certain public library meeting room and display policies are contrary to the First Amendment.

In an April 2000 case, a federal court ruled that a Wisconsin library violated an individual's First Amendment rights when it refused him permission to use the public library's meeting room for a program about creationism. The library's policy prohibited use of the meeting room for religious services, religious instruction, and partisan political meetings.

The Federal District judge ruled that the library's policies and practices permitting the use of the meeting room for various groups had created a "designated public forum." In a designated public forum, content-based restrictions on speech are permissible only if they are the least restrictive means to a compelling government interest. The judge ruled that the city failed to show a compelling government interest in excluding the plaintiff from use of the meeting room.

"It may be that the exclusion of partisan political meetings and religious services or instruction is based on the library's desire to avoid controversy," the judge said. "However, the avoidance of controversy is not a valid ground for restricting speech in a public forum."

Reasonable regulations on time, place, and manner of speech are permissible in a designated public forum. For example, the judge implied that the library's prohibition on the use of the meeting room for regular meetings of clubs and other organizations was probably a constitutional regulation because it was intended to

- staff responsibility for selection; use of professional selection tools
- basis and method of withdrawing and disposing of materials
- acceptance of gift materials (usually with the understanding that the same selection standards will be applied to gift materials as to those purchased and that staff will have discretion in judging what gift materials will actually be added to the collection)
- affirmations of intellectual freedom, such as an endorsement of the Library Bill of Rights at: www.ala.org/advocacy/intfreedom/librarybill and the Freedom to Read Statement issued jointly by the American Library Association and Association of American Publishers available at: www.ala.org/advocacy/intfreedom/statementspols/freedomreadstatement

See *Trustee Essential #10: Developing Essential Library Policies* for guidelines on the process to follow when developing library policies. The collection development policy should include a procedure to follow if materials in the library collection are challenged. (See *Trustee Essential #23: Dealing with Challenges to Library Materials and Policies*.)

Internet Access Policy

The Internet brings a wealth of information to even the smallest library. It is recommended that every library develop an Internet “acceptable use policy.” The following questions may help your library in developing an “acceptable use policy.”

- Can children use the Internet independently, or do they need parental supervision or permission?
- Will the library adopt a code of conduct that must be signed by a parent and child before the child accesses the Internet?
- Will the library adopt a clear Internet use policy?
- Will users have to sign up to use Internet terminals?
- Will there be time limits on the use of Internet terminals?
- How does the library staff handle being a “go to” place to help troubleshoot devices?
- Will the results of users’ research be visible to other users or will the library install privacy screens or other means to restrict public viewing?
- What does the library do when a user is discovered using an Internet terminal for illegal or improper purposes?
- How does the library handle user and staff complaints about others gaining access to illegal or objectionable sites?
- How will the library handle false accusations about illegal or improper use?

make the room available to a wide variety of organizations. The judge also suggested that the policy excluding use of the meeting room for “commercial sales or presentations promoting specific companies or products” was also constitutionally acceptable.

Library exhibit and display policies must conform to the same basic constitutional principles that apply to meeting room policies. Libraries may wish to review their meeting room, exhibit, and display policies for conformance with constitutional requirements. Sample meeting room and exhibit and display policies are available from the Wisconsin Public Library Policy Resources page at <http://dpi.wi.gov/pld/boards-directors/policy-resources>.

Staff Development and Public Information

One of the keys to staff and community support for the principles of intellectual freedom is continuing education and public information on this topic. The better informed all parties are regarding the importance of freedom of expression and inquiry, and related library policies and practices, the less likely it is that your library will be required to defend the library’s collection or policies.

Discussion Questions

1. How does your library support the democratic ideal of a well-informed citizenry?
2. Does citizen (library board) control of the library help your library support the ideals of freedom of expression and inquiry? How else does citizen board control benefit your library?
3. Can the use of library Internet filters be consistent with the ideals of freedom of expression and inquiry, and the First Amendment? Why or why not?

Sources of Additional Information

- *Intellectual Freedom Manual*, latest edition, published by the Office for Intellectual Freedom, American Library Association
- Wisconsin Public Library Policy Resources page at <http://dpi.wi.gov/pld/boards-directors/policy-resources>
- Your library system staff (See *Trustee Tool B: Library System Map and Contact Information*.)
- Division for Libraries and Technology staff (See *Trustee Tool C: Division for Libraries and Technology Contact Information*.)

Trustee Essentials: A Handbook for Wisconsin Public Library Trustees was prepared by the DLT with the assistance of the Trustee Handbook Revision Task Force.

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STOUGHTON

PUBLIC LIBRARY

CHECKOUTS**2023****2022-2023**

MO.	2019	2020	2021	2022	PRINT	AV	e-RES	TOTAL	%CHANGE
JAN	18,543	17,549	11,232	17,665	10,869	3,605	3,598	18,072	2.30%
FEB	17,376	16,865	11,241	16,644	10,167	2,907	3,310	16,384	-1.56%
MAR	19,787	12,295	14,070	18,440	12,149	3,598	3,774	19,521	5.86%
APR	18,114	3,419	11,899	17,721	10,677	2,688	3,831	17,196	-2.96%
MAY	16,204	5,464	12,363	16,012	10,234	2,761	3,990	16,985	6.08%
JUN	18,919	6,062	16,371	18,553	12,079	2,604	4,245	18,928	2.02%
JUL	20,296	8,941	17,776	18,278	12,483	3,035	4,414	19,932	9.05%
AUG	18,835	11,848	17,389	19,112	11,744	2,908	4,292	18,944	-0.88%
SEP	15,767	11,029	15,337	16,010	10,755	2,417	4,132	17,304	8.08%
OCT	16,684	11,652	16,052	16,050				0	-100.00%
NOV	16,321	11,205	14,952	15,972				0	-100.00%
DEC	15,806	10,939	14,282	15,445				0	-100.00%
TOTAL	212,652	127,268	172,964	205,902	101,157	26,523	35,586	163,266	-20.71%
AVG	17,721	10,606	14,414	17,159	11,240	2,947	3,954	18,141	5.72%

COMPUTER USE**2023 COMPUTER LOGINS BY TYPE****2022-23**

MO.	2019	2020	2021	2022	AD	CAT/DB	CH	TOTAL	%CHANGE
JAN	2,085	1,966	440	882	286	753	43	1,082	22.68%
FEB	2,228	1,823	800	764	317	436	18	771	0.92%
MAR	2,549	1,225	838	893	339	446	40	825	-7.61%
APR	2,609	371	1,687	1,104	318	254	39	611	-44.66%
MAY	2,167	257	1,328	596	264	474	23	761	27.68%
JUN	2,022	248	1,336	756	268	577	36	881	16.53%
JUL	2,267	248	1,086	721	275	482	27	784	8.74%
AUG	2,353	322	1,177	956	291	790	35	1,116	16.74%
SEP	1,980	372	749	669	276	332	27	635	-5.08%
OCT	2,287	642	1,215	731				0	-100.00%
NOV	1,701	577	1,277	957				0	-100.00%
DEC	1,535	566	948	768				0	-100.00%
TOTAL	25,783	25,783	12,881	9,797	2,634	4,544	288	7,466	-23.79%
AVG	2,149	2,149	1,073	816	293	505	32	830	1.61%

Programming Statistics
for September 2023

LOANED THROUGH DELIVERY

2022-23

MO.	2019	2020	2021	2022	2023	%CHANGE
JAN	10,087	8,441	8,985	8,763	8,484	-3.18%
FEB	9,943	6,447	8,737	8,082	8,030	-0.64%
MAR	10,517	3,521	11,069	8,866	9,137	3.06%
APR	9,704	147	8,709	7,975	7,896	-0.99%
MAY	9,439	537	8,359	7,468	7,501	0.44%
JUN	9,246	1,687	8,151	7,563	8,038	6.28%
JUL	9,499	3,724	8,076	7,647	7,858	2.76%
AUG	9,450	4,169	8,012	8,267	8,272	0.06%
SEP	9,444	3,945	8,080	7,695	7,802	1.39%
OCT	9,981	5,759	7,885	8,003		-100.00%
NOV	9,335	7,354	7,804	7,992		-100.00%
DEC	6,310	8,886	8,033	7,298		-100.00%
TOTAL	112,955	54,617	101,900	95,619	73,018	-23.64%
AVG	9,413	4,551	8,492	7,968	8,113	1.82%

BORROWED THROUGH DELIVERY

2022-23

MO.	2019	2020	2021	2022	2023	%CHANGE
JAN	7,511	4,934	5,543	5,756	5,632	-2.15%
FEB	6,914	4,533	5,741	5,121	4,964	-3.07%
MAR	7,574	2,422	6,887	5,701	5,454	-4.33%
APR	6,880	10	5,953	5,452	4,972	-8.80%
MAY	6,399	301	5,048	5,031	4,826	-4.07%
JUN	6,423	1,082	5,153	5,290	4,607	-12.91%
JUL	7,123	2,482	4,963	4,819	5,039	4.57%
AUG	6,370	4,097	5,148	4,897	5,155	5.27%
SEP	6,055	3,659	5,440	4,569	4,899	7.22%
OCT	6,152	4,148	5,254	4,519		-100.00%
NOV	5,783	4,659	4,925	4,541		-100.00%
DEC	4,430	5,302	5,104	4,469		-100.00%
TOTAL	77,614	37,629	65,159	60,165	45,548	-24.29%
AVG	6,468	3,136	5,430	5,014	5,061	0.94%

WIRELESS USE

2022-23

MO.	2019	2020	2021	2022	2023	%CHANGE
JAN	14,971	12,924	920	1,341	1,830	36.47%
FEB	15,722	14,614	875	1,269	1,801	41.92%
MAR	16,906	8,647	1,003	1,643	2,152	30.98%
APR	16,657	1,913	1,033	1,711	2,187	27.82%
MAY	18,846	2,596	1,378	2,170	3,041	40.14%
JUN	27,822	2,712	1,286	1,775	2,161	21.75%
JUL	15,712	1,028	1,412	1,917	2,623	36.83%
AUG	14,467	804	1,253	2,138	2,155	0.80%
SEP	14,772	975	1,312	2,243	2,184	-2.63%
OCT	15,621	890	1,677	2,231		-100.00%
NOV	13,542	987	1,499	1,961		-100.00%
DEC	13,166	1,136	1,545	1,801		-100.00%
TOTAL	198,204	49,224	15,193	22,200	20,134	-9.31%
AVG	16,517	4,102	1,266	1,850	2,237	20.92%

DOOR COUNT

2022-23

MO.	2019	2020	2021	2022	2023	%CHANGE
JAN	9,224	9,428	0	5,425	7,504	38.32%
FEB	8,876	9,248	0	5,826	7,000	20.15%
MAR	10,582	5,086	0	6,385	8,810	37.98%
APR	10,221	0	0	6,482	7,634	17.77%
MAY	10,472	0	1,462	8,119	10,109	24.51%
JUN	11,347	0	4,155	7,296	8,237	12.90%
JUL	11,734	0	5,158	7,301	7,810	6.97%
AUG	10,884	0	4,809	7,900	8,125	2.85%
SEP	10,067	0	4,915	7,135	6,832	-4.25%
OCT	10,661	0	6,061	7,696		-100.00%
NOV	8,978	0	5,620	7,126		-100.00%
DEC	8,918	0	5,280	6,188		-100.00%
TOTAL	121,964	23,762	37,460	82,879	72,061	-13.05%
AVG	10,164	1,980	3,122	6,907	8,007	15.93%

June 2020: SCLS has changed the way they collect this stat

June 2019: the door counter is malfunctioning

SELF-CHECKOUTS

MO.	2019	2020	2021	2022	2023	%TOTAL
JAN	10,305	9,767	0	8,190	9,342	64.54%
FEB	10,960	8,903	0	8,181	8,344	63.82%
MAR	10,497	6,581	0	9,086	10,361	65.80%
APR	9,903	0	0	8,378	7,993	59.81%
MAY	8,974	0	1,146	7,100	7,931	61.03%
JUN	10,701	0	6,690	9,544	8,729	59.45%
JUL	11,945	0	7,053	9,276	9,658	62.24%
AUG	10,854	0	6,585	9,707	9,193	62.74%
SEP	8,934	0	7,210	7,646	8,252	62.65%
OCT	9,380	0	7,254	7,424		
NOV	9,396	0	7,417	7,912		
DEC	7,621	0	7,176	6,908		
TOTAL	119,470	25,251	50,531	99,352	79,803	
AVG	9,956	2,104	4,211	8,279	8,867	

WEBSITE PAGEVIEWS

2022-23

MO.	2019	2020	2021	2022	2023	%CHANGE
JAN	9,172	8,665	3,984	4,695	4,486	-4.45%
FEB	8,379	7,613	3,952	3,751	3,912	4.29%
MAR	8,814	6,859	4,998	3,968	5,152	29.84%
APR	8,036	5,865	4,701	4,268	4,816	12.84%
MAY	8,607	7,089	4,092	4,008	4,528	12.97%
JUN	7,588	7,455	4,818	3,954	5,323	34.62%
JUL	7,627	7,459	4,206	4,768	4,991	4.68%
AUG	7,683	7,620	3,936	3,915	4,874	24.50%
SEP	7,121	6,180	3,448	3,501	4,173	19.19%
OCT	7,545	7,858	3,471	3,342		-100.00%
NOV	7,254	6,349	3,457	3,609		-100.00%
DEC	6,992	8,174	3,519	3,352		-100.00%
TOTAL	94,818	87,186	48,582	47,131		-100.00%
AVG	7,902	7,266	4,049	3,928		-100.00%

September Programs			Number of Participants				
Date	Platform	Event	0-5	6-11	Teen	Adult	All Ages
9/6/2023	Carnegie Room and Zoom	The Foundation (canceled due to staff illness)					
9/7/2023	Online live	LSC: Lidia Bastianich				5	
9/7/2023	Fire Department	Adult Craft Club (SB, AH)				8	
9/8/2023	Rotary Park	Movies in the Park w/ Parks & Rec: Moana (JR, AB)					105
9/13/2023	Carnegie Room	Overdose Prevention Training (JR)				2	
9/13/2023	Headstart	Outreach Story Time (AMH)	15				
9/13/2023	Carnegie Room	Pokemon Club (MO)		10			
9/14/2023	Learning Tree	Outreach Story Time (AMH)	45				
9/15/2023	Viking Park	Story Time (MO)	4				
9/15/2023	Rotary Park	Movies in the Park w/ Parks & Rec: Mario Movie					250
9/16/2023	Carnegie Room	Saturday Story Time (AH)	24				
9/17/2023	Norse Park	Tenacious Book Event (MO)		50			
9/18/2023	Carnegie Room	Story Time (MO)	26				
9/18/2023	Kegonsa Elementary	Outreach Book Giveaway (MO)		305			
9/19/2023	Pumpkin Patch	Outreach Story Time (AMH)	45				
9/19/2023	Pumpkin Patch	Outreach Story Time (MO)	15				
9/19/2023	Carnegie Room	Baby Story Time (DF)	26				
9/19/2023	Carnegie Room	Graphic Novel Book Club (MO)		10			
9/20/2023	Online live	LSC: Adam Alter				6	
9/21/2023	Carnegie Room	Story Time (MO)	16				
9/22/2023	Fox Prairie Elementary	Outreach Book Giveaway (MO)		430			
9/23/2023	East Side Park	Renaissance Faire (CS, MO, AB, JR, AMH, DF, SB)					200
9/25/2023	Carnegie Room	Story Time (MO)	32				
9/25/2023	Sandhill	Outreach Book Giveaway 4th Grade (MO)		69			
9/25/2023	Sandhill	Outreach Book Giveaway 3rd Grade (MO)		68			
9/26/2023	Carnegie Room	Baby Story Time (DF)	24				
9/26/2023	Weebleworld	Outreach Story Time (AMH)	23				
9/26/2023	Weebleworld	Outreach Story Time (AMH)	40				
9/26/2023	Weebleworld	Outreach Story Time (AMH)	35				
9/26/2023	Sandhill	Outreach Book Giveaway Kindergarten(MO)		79			
9/26/2023	Sandhill	Outreach Book Giveaway 2nd Grade(MO)		68			
9/26/2023	Sandhill	Outreach Book Giveaway 1st Grade(MO)		72			

9/26/2023	Sandhill	Outreach Book Giveaway 5th Grade(MO)		79			
9/26/2023	Carnegie Room	Page Turners (AB)				5	
9/27/2023	Senior Center	Outreach: Page Turners (AB)				4	
9/27/2023	Carnegie Room	Stitches (MO, SB)			20		
9/27/2023	Online live	LSC: Amor Towles				6	
9/28/2023	Carnegie Room	Story Time (MO)	27				
9/29/2023	Heartland Farm Sanctuary	Story Time (MO)	60				
9/30/2023	Mezzanine	Art Walk (AB)				150	
9/30/2023	Online asynchronous	Views of LSC past presentations				516	
9/30/2023	2nd floor	One on one assistance (Libby, Kanopy, etc.) (AD staff)				4	
			457	1240	20	706	555

September Self-Directed			Number of Participants				
Date	Platform	Event	0-5	6-11	Teen	Adult	All Ages
9/23/2023	2nd floor	Ren Faire Banner all ages					23
			0	0	0	0	23

Director's Report

October 18, 2023



Library news:

- I chaired the monthly meeting of South Central Library System's Administrative Council on September 21. The main action items were the recommendation of the 2024 SCLS budget and system plan to the SCLS Board of Trustees. We also discussed the agenda for the next SCLS All Directors meeting, currently scheduled for November 16 at SCLS headquarters in Madison.
- On September 22, I attended the virtual bi-monthly meeting of the Wisconsin Library Association's Library Development and Legislation Committee. The main topic of discussion was legislation that may be appearing in the state legislature this session related to minors' access to library materials. Because WLA will likely register in opposition to these potential bills, we felt it wise to discuss overall strategy and messaging around these issues. Some of the legislation is likely to concern parents' access to their children's library accounts, which is already provided under state statute 43.30(4). We also discussed planning for the next Library Legislative Day, which is scheduled for Tuesday, February 6, 2024.
- I attended the first two Committee of the Whole operational budget meetings on September 27 and October 5, where the mayor's 2024 operating budget was discussed. I will present the library's 2024 operating budget to the Board's Finance Committee on October 16, and then to the full Library Board at our regular meeting on October 18.
- On September 30, members of the **Stoughton Lion's Club** installed a **bench** in our outdoor programming space at 216 E Jefferson. The bench comes courtesy of NexTrex, a firm that uses recycled bags and other types of plastic film to manufacture composite decking material. Through a partnership with the Lion's Club, our library serves as a collection site for



plastic bags and film recycling, helping keep hundreds of pounds of these materials out of landfills.

- I led the October meeting of The Foundation, our monthly science-fiction and fantasy book discussion group, on October 4. Former Director Richard MacDonald and I have been sharing lead facilitator duties for the group since early-2020.
- On October 10, City Council unanimously passed resolution R-160-2023 exempting the city from the county library tax. As in past years, I took the opportunity to give a short presentation to Council about how our library is funded.
- I started work this month on the 2024 grant application to the Bryant Foundation. Each year, we apply for a grant from the local foundation established by Janet and Edwin Bryant. (Edwin was one of the original founders of Nelson Muffler Corporation, based here in Stoughton.) Past grants have funded new technology, library programming, and the purchase of library materials.

Stoughton Area Community Foundation Fund Report

The report for the period Aug 26 – Sep 29 shows a decrease in value of \$442.81 to the account because of market conditions. The overall value of the account as of Sep 29 is \$24,517.56.

Youth Services (from Mary Ostrander)

- Story Times have started up again for our fall season and are gaining popularity.
- Baby Story Time is wildly successful with at least 30 people per session. Diane is doing an awesome job of encouraging community amongst the caregivers.
- Anna started doing Saturday Story Times once a month. Caregivers who work M-F are excited for the opportunity to attend story times with their kids.
- Anna is also doing an awesome job visiting local daycares for outreach story times. This gives Mary more time to do other outreach, collection development work, and programming.

- The **Mini-Renaissance Faire** (September 23) was very fun. There were a ton of activities and many, many people told us they had a lovely time. All three children's staff were present, and the atmosphere and weather were perfect.



- The first meeting of Stitches, our new fiber arts club for tweens and teens, was held September 27. We had about 20 kids stop by to try a new skill or teach a skill to others. Thank you to Sarah B. and Cindy for their assistance.

- Farm Fun at Heartland Farm Sanctuary on September 29 was a delight. We had about 60 people attend. It is always a pleasure to work with Heartland, and we plan on holding the event again next year.

- Mary visited all three SASD elementary schools at the end of September to give away books. (We received a grant earlier this year to give one book to every SASD student, 4K – 8th grade.) In all, we gave away more than 1200 books!



- Cynthia, Amanda, and Mary had a Zoom meeting with the Middleton Public Library Programming Team to discuss the Renaissance Faire and Pride

events. They are interested in bringing events like these to their community.

- Mary and Cynthia spent time at River Bluff Middle School in early-October to give all the middle schoolers a book with the grant money we received. About 600 books were given away.
- Anna will start a pajama story time once a month on Wednesday evenings in November.
- Anna and Diane are bringing extra color and life to the Children's area with different displays.
- Upcoming programs include Escape Rooms (October 17), Costume Dance Party (October 27), and Stuffed Animal Sleepover (November 15.)

Tech Services & Technology News (from Sarah Bukrey)

- Sarah and Amy held the latest meeting of Craft Club at the Fire Station on October 5, where they taught attendees how to make **alcohol ink coasters**.
- One of the team-building activities during the afternoon of our staff in-service on September 15 was a virtual book-buying "trip," coordinated by Sarah, in which staff who don't usually get to select books were able to choose items for our collection. In years past, we had taken an in-person trip to Barnes & Noble in west Madison; this year, we used one of our vendor's websites to order books. In all, over two-dozen books were added to our non-fiction collection in this way.
- On October 11, a new cabinet for the local history area on the Mezzanine was delivered. The purchase of this custom cabinet with large, wide drawers for housing historical maps, was made possible by a generous donation from the daughter of Torstein "Tut" Kvamme, the namesake of our local history collection.
- Following the Friends of the Stoughton Public Library's pop-up book sale on September 30, Sarah helped the Friends ship nine boxes of leftover books to Better World Books to raise additional money for the Friends.



- 490 items were added in the month of September.

Circulation Services (from Robin Behringer)

- On September 21, Robin and Valerie, one of our shelvers, offered a job-shadowing opportunity to a client and staff member from AchieveAbilities. Valerie took them around the library and showed them what a typical shelver shift looks like. Afterwards, Robin met with them to answer any follow-up questions.
- Robin met with six staff members who were unable to attend the staff in-service to go over the security training we received that morning. Robin provided notes from Officer Stachel's presentation, went through the emergency guidelines, and walked through the building with each staff member.
- The Circulation staff held their first monthly team meeting on September 26. The team will use these meetings to discuss procedure changes, upcoming projects, and thoughts/ideas about handling various situations.
- The shelvers invited Children's Librarian Mary to guest speak at their monthly meeting on September 27. The shelvers used this opportunity to learn more about Mary and her job and how their jobs connect. The shelvers will continue to invite various staff to their meetings to help develop connections between the different departments.
- On October 5, Robin and Sarah B. virtually attended the South Central Library System's Serials User Group, the committee dedicated to best practices in processing and cataloging magazines, newspapers, and other serial publications.

Adult & Teen Services (from Amanda Bosky)

- Teen Services Assistant Cynthia Schlegel has been busy writing letters of recommendation for former teen program attendees and teen volunteers who are applying for college. She has written six letters so far this Fall.
- Adult Services Assistant Amy Hynek has been hard at work preparing for a Spring 2024 program with Hoo's Woods, a non-profit dedicated to the education and rehabilitation of raptor species (eagles, hawks, owls, falcons and vultures) . We are looking forward to an all-ages raptor program featuring a snowy owl.
- Our second annual Mini Renaissance Faire was a big hit!



- Approximately 200 people enjoyed artisan demos, a **Gaelic Harp concert from Jeff Pockat**, face painting from Antsy Pants, fortune telling by Piper, bubble blowing by Raven, and many more activities and crafts dreamed up by Cynthia and Mary. We love the way the community and volunteers come together to make this event so special. Many thanks to Cynthia for having a vision for the event, plus the talent and support to make the vision a reality.
- We had another successful Art Walk this year with artist Thomas Kuchenbecker displaying his watercolors on the Mezzanine. Approximately 150 people attended. The Friends of the Library also hosted a book sale in the Carnegie Room, and held the drawing for their annual Fall Raffle fundraiser.
 - Many thanks to Amy for updating our Welcome brochure. Amy is on top of all the library's print materials, as well as important community brochures such as the Senior Living Guide. She also keeps the crisis fliers in our restrooms updated, so patrons are aware of resources for suicidal thoughts, domestic violence, and more.
 - On October 3, Amanda and Cynthia coordinated to present an LGBTQ+ families panel. Three local LGBTQ+ advocates joined us to answer

questions from community teens and adults. We are making a video of the panel available for people who were unable to attend live, and Cynthia will possibly be showing the video as a future teen program.

- In addition to the Ren Faire and the panel, Cynthia's other programs during this time period included: Teen Pringles tasting; Stitches (tween program with other staff); and Teen Gaming Day.

Looking Back from *The Stoughton Hub*
March 14, 1929

Children's Story Hour At Library Here Saturday

The first in a series of story hours for school children in the first to fifth grades will be held in the lecture room at the public library Saturday afternoon at one o'clock it was announced today by Miss Elsie Bitter, local librarian. Miss Gwendolyn Witmer, who is here from Madison for a month's training in practical library work, will be in charge. The Saturday afternoon story hour will be conducted each week during Miss Witmer's stay here.



**Stoughton Public Library Board of Trustees
Personnel Committee
Tuesday, September 19, 6:30 PM**

****Please Note: This meeting was held remotely via Zoom.**

MINUTES

Present: Ken Axe, Amy Ketterer, Kristin Rosenberg
Also present: Library Director Jim Ramsey

1. Meeting called to order by consensus at 6:32 PM
2. **Review of agenda** – Agenda reviewed and accepted by consensus.
3. **Approval of minutes from June 6, 2023 (enclosure) *** - MOTION to approve minutes from 6/6/2023 meeting: Ketterer. SECOND: Axe. VOTE: 3-0
4. **Election of Committee Chair for 2023-2024 *** - Ketterer led a discussion to determine who might be interested in serving as chair. Rosenberg indicated she would be willing to serve. Axe formally nominated Rosenberg. Ramsey called thrice for additional nominations; none were offered. MOTION to elect Rosenberg to the committee chair for 2023-2024: Ketterer. SECOND: Axe. VOTE: 3-0.
5. **Discussion of annual Library Director evaluation process** – Ramsey stated that the annual review should be completed by November of this year and that Ketterer should have the evaluation forms to distribute to trustees. Ketterer reported that her computer was out of commission, but that she would ask the Board tomorrow night to see if anyone had copies of the forms. Ketterer went on to explain how she compiled trustee responses last year. Discussion turned to the issue of gathering staff feedback as part of the review process. Ketterer suggested asking the Board for advice tomorrow night about how they would prefer to gather staff feedback.

- 6. Update on 2024 personnel requests in relation to the 2024 Operating Budget** – Ramsey reported that the City Council’s Personnel Committee on September 13 unanimously approved the addition of 10 hours/week to the Circulation Supervisor position for the remainder of 2023. Ramsey also reported that the mayor now supports the permanent addition of those hours in 2024 and beyond, and that the hours would be included in the mayor’s 2024 operating budget. The addition of the 10 hours/week is a budget-neutral proposition because of the savings we realized from restructuring the full-time Circulation/Children’s Services Library Assistant into two part-time positions.
- 7. Discussion and possible action regarding creation of a grant-funded limited term employment (LTE) position in Technical Services in 2024 (enclosure) *** - Ramsey explained that SCLS would like all member libraries to have their collections RFID tagged in the next few years. He explained that this position’s primary responsibility would be to assist in tagging library materials over a period of twelve months. The library plans to apply for a grant from the Bryant Foundation to fund this position. Ramsey discussed the benefits of RFID tags and reported that a portion of the library’s collection is already tagged. MOTION to recommend the creation of a grant-funded LTE position in Technical Services in 2024: Axe. SECOND: Ketterer. VOTE: 3-0.
- 8. Meeting adjourned by consensus at 7:00 PM.**

*Indicates possible action item

Sent to Personnel Committee:

Ken Axe
Amy Ketterer
Kristin Rosenberg

Cc:

Teri Lesage
Jean Ligocki
Sharon Meilahn Bartlett
Erin Meinholz
Dayna Verstegen
Siri Vienneau

Minutes taken by Jim Ramsey



A resolution of the Stoughton Public Library Board of Trustees to restrict the fund balance of the Library Special Gift Fund (Fund 217) for future expansion of the library's building and/or construction of a new library building.

The Stoughton Public Library Board of Trustees does proclaim as follows:

RECITALS:

WHEREAS, the Stoughton Public Library maintains a Library Special Gift Fund as a special revenue fund held by the City of Stoughton; and,

WHEREAS, activity in this fund includes grants and donations received from various individuals, businesses and charitable organizations along with related expenditures; and,

WHEREAS, any unspent donations are considered restricted for library purposes only; and,

WHEREAS, Wisconsin State Statute 43.58(1) gives the Stoughton Public Library Board of Trustees exclusive control of expenditures of all moneys collected, donated or appropriated for the library fund, and of the purchase of a site and the erection of the library building whenever authorized; and,

NOW THEREFORE BE IT RESOLVED, that this fund balance be designated by the Library Board for expenditures related to a possible future expansion of the library's building, including, but not limited to, the purchase of a site and the construction of a library building.

Committee Action: ☐ Adopted ☐ Failed **Vote** _____

Library Board Action: ☐ Adopted ☐ Failed **Vote** _____

Library Board President Teri LeSage

Date

**City of Stoughton
Stoughton Public Library
Position Description**



Name:	Department: Library
Position Title: Library Intern	Pay Grade: Other FLSA: E
Date: 2024	Reports To: Technical Services Supervisor

Purpose of Position

To complete a limited-term, 12-month project involving the application of Radio Frequency Identification (RFID) tags to items in the library's collection. This position extends for approximately 12 months beginning in May, 2024, through May of 2025.

Essential Duties and Responsibilities

The following duties are normal for this position, but are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Implement the plan created by the Library's Technical Services Supervisor to prioritize library collections for RFID tagging.
- Apply RFID tags to library books and other items.
- Use Envisionware RFID tagging station to link tags to library records.
- Other duties as assigned.

Minimum Training and Experience Required to Perform Essential Job Functions

- Knowledge and understanding of the principles of confidentiality of library records
- Computer skills including database searching and familiarity with Microsoft Office programs

Physical, Mental, and Supervisory Abilities Required to Perform Essential Job FunctionsPhysical Requirements

- Ability to operate and troubleshoot a variety of office and library equipment including personal computers, photocopier, telephone, a variety of printers and other office machines, microfilm reader, and the Library's integrated library system (Bibliovation)
- Ability and transportation to work a flexible schedule to be arraigned.
- Ability to lift and place boxes and other objects weighing up to 40 pounds onto carts
- Ability to stoop, kneel, crouch, climb, and balance in order to provide program activities and other essential functions
- Ability to stand or to sit for extended periods of time

Mathematical Ability

- Ability to calculate percentages, fractions, and decimals

Language Ability and Interpersonal Communication

- Ability to speak comfortably to members of the public
- Ability to comprehend and interpret a variety of documents including technical manuals, library databases, reference materials, and the library's integrated library system (Koha)
- Ability to record and deliver information, explain procedures, and follow instructions
- Ability to use and interpret library science and automation terminology
- Ability to communicate effectively with library users, volunteers, Library & City staff, representatives of other libraries, groups of people, and the general public verbally and in writing
- Ability to work with others in a team-oriented environment

Judgment and Situational Reasoning Ability

- Ability to interpret instructions furnished in written, oral, diagrammatic, or schedule form
- Ability to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives

Environmental Adaptability

- Ability to work effectively in a typical library environment

The successful candidate will be expected to commit to working in this position for approximately 52 weeks, from May, 2024, through May, 2025.

The City of Stoughton is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

July 2023

Stoughton Public Library ~ 2024 Budget - DRAFT



Line	Personnel	Notes	2019	2020	2021	2022	2023	2024	2024 vs. 2023
110	SALARIES		\$74,888	\$78,563	\$80,133	\$86,916	\$90,227	\$94,286	\$4,059
120	WAGES		\$386,935	\$396,057	\$398,651	\$413,759	\$433,644	\$489,893	\$56,249
127	WAGES-PART TIME		\$65,824	\$70,006	\$70,701	\$75,821	\$77,147	\$62,194	-\$14,953
128	SEASON/TEMPORARY (Sundays)		\$8,500	\$8,500	\$8,500	\$8,500	\$8,840	\$9,238	\$398
129	LONGEVITY	separated starting in 2023					\$7,600	\$9,450	\$1,850
160-161	EMPLOYEE BENEFITS	FICA & WRS contributions	\$72,012	\$71,359	\$72,684	\$73,926	\$76,950	\$83,690	\$6,740
163-165	EMPLOYEE INSURANCE	includes health, dental, life	\$66,801	\$84,184	\$94,783	\$106,048	\$121,988	\$117,178	-\$4,810
	Operations								
210	TELEPHONE	moved to IT in 2020	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0
211	POSTAGE (PETTY CASH)	fuel surcharges started April '22	\$400	\$500	\$500	\$500	\$1,000	\$1,000	\$0
212	TRAVEL/TRAINING	pre in-person meetings and conference	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$2,000	\$400
213	SALES TAX							\$200	\$200
216	OUTSIDE SERVICES - OTHER		\$500	\$500	\$500	\$200	\$200	\$200	\$0
217	OUTSIDE SERVICES - CUSTODIAL		\$300	\$300	\$300	\$300	\$300	\$0	-\$300
220	ELECTRICITY		\$19,000	\$19,000	\$19,600	\$19,600	\$21,000	\$21,000	\$0
221	HEAT	2022 actual was \$7,921	\$6,500	\$5,500	\$5,500	\$5,500	\$6,000	\$7,500	\$1,500
240	EQUIPMENT MAINTENANCE	2022 actual was \$2,921	\$1,500	\$1,900	\$1,900	\$1,900	\$2,800	\$4,000	\$1,200
250	REPAIR & MAINTENANCE		\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$10,000	\$1,000
289	TECHNOLOGY SERVICES		\$48,850	\$49,550	\$50,500	\$53,600	\$56,000	\$57,500	\$1,500
300	MISCELLANEOUS		\$500	\$500	\$500	\$500	\$500	\$500	\$0
313	PROGRAMS/PUBLICITY	5% increase to keep up with demand	\$4,000	\$4,000	\$4,000	\$4,500	\$4,500	\$4,725	\$225
320	DUES		\$400	\$600	\$600	\$600	\$600	\$175	-\$425
326	PERIODICALS	2022 actual was \$4,523	\$5,600	\$5,400	\$4,900	\$5,200	\$5,400	\$5,400	\$0
327	E-RESOURCES (eBooks & databases)	fully operationalize Kanopy expenses	\$8,198	\$8,500	\$8,700	\$9,700	\$12,000	\$18,000	\$6,000
328	AUDIO VISUAL		\$10,700	\$11,300	\$15,000	\$11,000	\$9,000	\$9,000	\$0
329	BOOKS	keeping up with increasing costs	\$44,600	\$45,700	\$50,000	\$50,000	\$50,000	\$52,000	\$2,000
340	OFFICE SUPPLIES		\$3,800	\$4,500	\$4,500	\$4,500	\$5,000	\$3,000	-\$2,000
341	CUSTODIAL SUPPLIES		\$200	\$200	\$200	\$200	\$200	\$50	-\$150
342	SPECIALIZED LIBRARY SUPPLIES		\$4,800	\$4,800	\$4,800	\$4,800	\$6,000	\$6,000	\$0
444	NON-COLLECTION DAMAGED CHARGES							\$700	
810	CAPITAL OUTLAY		\$7,100	\$1,000	\$0	\$0	\$0		\$0
820	EQUIPMENT REPLACEMENT - Comp	moved to CIP in 2021	\$5,000	\$6,000	\$0	\$0	\$0		\$0
		Total	\$858,508	\$889,019	\$908,052	\$948,170	\$1,007,496	\$1,068,879	\$61,383



Projected Library Revenue for 2024

Budgeted revenue for 2019-2024

	2019	2020	2021	2022	2023	2024
DANE COUNTY SERVICE FEES	\$220,254	\$229,696	\$249,429	\$249,429	\$249,910.00	\$ 283,780.00
OTHER COUNTIES SERVICE FEES	\$8,041	\$10,090	\$15,848.39	\$15,952	\$14,979	\$ 12,963.00
MISC. GENERAL REVENUE						\$ 250.00
FINES	\$22,000	\$21,000.00	\$7,000	\$6,000	\$4,000	\$ 3,700.00
COPY MACH. & PRINTS	\$4,700	\$4,700	\$3,700	\$3,700	\$2,500	\$ 3,700.00
INTEREST - LIBRARY					\$1,000	\$ 2,800.00
TRANSFER IN - GENERAL FUND	\$593,813	\$623,000	\$632,350.00	\$646,350	\$735,107	\$ 761,686.00
SURPLUS used as carryover	\$10,000			\$ 26,740.00		
	\$858,808	\$888,486	\$908,327	\$948,171	\$1,007,496.00	\$1,068,879.00

* 2023 Transfer amended 01-24-23 to add \$8,227 for market rate adjustments

MATERIALS EXPENDITURES \$84,400

Dane County standards require \$70,621.