

**STOUGHTON PUBLIC LIBRARY
BOARD of TRUSTEES MEETING**

DATE: Wednesday, November 15, 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 October 18, 2023 (enclosure)
- B. Review/Approval of Fund 215, Fund 217, and Stoughton Area Community Foundation account statements for October 2023 (enclosures)
- C. Review/Approval of Fund 215 & Fund 217 Bills for November 2023 (enclosures)

IV. Recognition Opportunities

V. Public Comment Period

VI. Review/Discussion of Correspondence

VII. Education Updates

VIII. Board In-service: "What Do the Numbers Say?" (DPI presentation from WLA conference) (enclosure)

IX. Director's Report

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

X. Committee Reports

- A. Finance: met 10/16/23 (enclosure)
- B. Personnel: did not meet
- C. Planning: met 11/13/23
- D. Policies: will meet 12/11/23

XI. Friends of the Library Report – No report this month

XII. Old Business

- A. Update on Director Evaluation process
- B. Review of final 2024 Library Operating Budget * (enclosure)

XIII. New Business

- A. Approval of 2024 Library Board Calendar of Work * (enclosure)
- B. Review progress on 2023 Library Board Goals and discussion and possible action regarding the 2024 Board Goals * (enclosure)
- C. Approval of Dane County Library Service Agreement for Extension of Library Service * (enclosure)
- D. Discussion and possible action regarding location of December Library Board meeting on 12/20/23 *
- E. Discussion and possible action regarding expenditures for December Library Board meeting *

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: December 20, 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, Klitzke, 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 November 15, 2023



XII. Old Business

- A. Update on Director Evaluation Process** – Online surveys have been sent to trustees and to staff members who I directly supervise, i.e., the four members of the Management Team and our Administrative Assistant. A deadline of 11/22/23 has been set. After responses have been received, the Personnel Committee will compile them into the director evaluation and present it to the Board at the next monthly meeting. The Personnel Committee will then designate a trustee to review the evaluation with the director.
- B. Review of final 2024 Operating Budget (enclosure)** – You'll recall that at the last Board meeting on October 18, there were unresolved issues with the way library wages were allocated. The Board decided to pass the budget as-is with a contingency that the wage allocation issue be resolved. I will report on the resolution of this issue and provide updates from the Common Council meeting on November 7, at which City Council passed the Mayor's 2024 operating budget. I have designated this item as a potential action item in case the Board wants to pass an amended budget to reflect any changes made in the mayor's operating budget since the last Board meeting

XIII. New Business

- A. Approval of 2024 Library Board Calendar of Work * (enclosure)** - The Calendar of Work is drafted each year around this time by the Board's Planning Committee. The calendar is an internal planning document listing most, though not all, of the tasks the Library Board is to complete in the coming year. Most of these tasks are annual occurrences, but some will vary from year to year. Because the Planning Committee meets on 11/13/23, two nights before the full Board meeting, there may be additional changes suggested by the committee that are not reflected in the enclosure. I will review any changes and present an updated draft to the Board.
- B. Review progress on 2023 Library Board Goals and discussion and possible action regarding the 2024 Board Goals * (enclosure)** – The

Planning Committee will lead a review of the 2023 Board Goals and will propose a schedule for setting the 2024 goals.

- C. Approval of Dane County Library Service Agreement for Extension of Library Service * (enclosure)** – This is the annual agreement between our library and DCLS which details services we will provide to county residents and payments we will receive in the form of county reimbursements. Our total county reimbursement, payable in 2024, is \$283,780.
- D. Discussion and possible action regarding location of December Library Board meeting on 12/20/23 *** - Traditionally, the December Library Board meeting is held outside of the library, usually at a local restaurant. Last year's meeting was held at La Cantina.
- E. Discussion and possible action regarding expenditures for December Library Board meeting *** - In past years the Board would approve the use of undesignated gift funds for the annual December meeting to be held at a local restaurant. Depending on the decision taken on the previous item, the Board will need to expend undesignated gift funds from fund 217 to cover any expenses related to the December meeting.

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, OCTOBER 18, 2023, @ 6:30 P.M.
HYBRID MEETING IN CARNEGIE ROOM
& VIA ZOOM



PRESENT: Ken Axe; Lora Klitzke; Jean Ligocki, Vice-President/City Council Representative; Sharon Meilahn Bartlett (virtual); Erin Meinholz; Dayna Verstegen (virtual)
ABSENT: Amy Ketterer; Teri LeSage, President; Kristin Rosenberg, Stoughton Area School District Representative; Siri Vienneau, Student Trustee
ALSO PRESENT: Jim Ramsey, Library Director; Sarah Monette, Administrative Assistant; Lesley Johnson, President, Friends of the Stoughton Public Library

- I. CALL TO ORDER. 6:31 p.m. by Vice-President Jean Ligocki
- II. REVIEW OF AGENDA & CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW. Item XI and Item XIII.A were moved up.
- III. WELCOME TO NEW LIBRARY BOARD TRUSTEE LORA KLITZKE. Board members introduced themselves.
- IV. CONSENT AGENDA. *Motion to approve:* Meinholz. *Second:* Verstegen. *Vote:* 5-0
- V. RECOGNITION OPPORTUNITIES. None.
- VI. PUBLIC COMMENT PERIOD. None.
- VII. REVIEW/DISCUSSION OF CORRESPONDENCE. Ramsey shared (1) email from a patron praising the Library's book discussion groups; (2) thank you from Heartland Farm Sanctuary; (3) email from patron praising the Mini Renaissance Faire.

[Lesley Johnson arrived at 6:40 pm]

[Ken Axe arrived at 6:43 pm]

- VIII. FRIENDS OF THE LIBRARY REPORT FROM FRIENDS BOARD PRESIDENT LESLEY JOHNSON. Johnson shared that the profit from the Friends' Fall Fundraiser was \$5000; profit from the book sale was \$300; the Friends chose new Board members at their October meeting, Johnson remaining President; the Friends will give \$17,000 to the Library in 2024, \$2000 of that coming from honor/remember gifts.

[Johnson left at 6:54 pm]

- IX. EDUCATION UPDATES. Klitzke mentioned a recent episode of NPR's podcast Life Kit about library systems throughout the country; Meilahn Bartlett shared a moment of appreciation for the science of library work.
- X. BOARD IN-SERVICE: TRUSTEE ESSENTIAL #22: FREEDOM OF EXPRESSION AND INQUIRY. Ramsey presented.
- XI. DIRECTOR'S REPORT. Ramsey presented. In addition to his written report, he shared that the Library is receiving a bequest of \$50,000. There was discussion about recognizing the donor and about encouraging people in the community to think about planned giving.
- XII. COMMITTEE REPORTS
 - A. Finance: See New Business, XIV.A & C

- B. Personnel: See New Business, XIV. B.
- C. Planning: did not meet.
- D. Policies: did not meet.
- XIII. OLD BUSINESS. None.
- XIV. NEW BUSINESS.
 - A. Discussion and possible action regarding resolution to restrict use of Fund 217 fund balance for future library expansion project. *Motion to approve the resolution as written and recommend it to Council:* Axe Second: Verstegen Vote: 6-0.
 - B. Discussion and possible action regarding creation of a grant-funded limited term employment (LTE) position in Technical Services in 2024. Ramsey presented. *Motion to approve the creation of a grant-funded LTE position for the purpose of RFID tagging the Library's collections:* Axe Second: Meinholz. Vote: 6-0.
 - C. Approval of 2024 Library Operating Budget. Ramsey presented. The City budget includes a 4.5% Cost of Living Adjustment (COLA). The City's contribution to the Library budget is increasing by 3.6% over last year. The overall library budget is increasing by 6.1%. Ramsey described discrepancies with how wages are allocated in the Wages and Wages-Part Time lines and reported that he is trying to resolve them with the Finance Director and Human Resources Director. *Motion to approve the 2024 Library Operating Budget, contingent on the adjustment of the Wages and Wages Part-Time lines:* Meinholz Second: Verstegen Vote: 5-0 with Ligoeki abstaining.
- XV. PENDING AGENDA ITEMS. 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..
- XVI. ADJOURNMENT. *Motion to adjourn at 7:50 P.M.:* Meinholz Second: Meilahn Bartlett. Vote: 6-0.

Minutes taken by Sarah Monette.

GL NUMBER	DESCRIPTION	2023		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	10/31/2023	NORMAL (ABNORMAL)	MONTH 10/31/2023	INCREASE (DECREASE)	BALANCE	% BDOT USED
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
Total Dept 55100 - COMMUNITY COMMITMENT		0.00		0.00		0.00		0.00	0.00
Dept 55110 - LIBRARY									
215-55110-41110	PROPERTY TAX - OPERATIONS	726,880.00		605,733.30		60,573.33		121,146.70	83.33
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		3,384.07		135.90		615.93	84.60
215-55110-46712	COPY MACHINE	2,500.00		3,752.05		362.15		(1,252.05)	150.08
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		237.82		9.99		(237.82)	100.00
215-55110-48110	INTEREST INCOME	1,000.00		3,000.90		349.26		(2,000.90)	300.09
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		900,758.02		61,430.63		117,990.98	88.42
TOTAL REVENUES		1,018,749.00		900,758.02		61,430.63		117,990.98	88.42
Expenditures									
Dept 55110 - LIBRARY									
215-55110-50110	SALARIES	90,227.00		76,215.24		6,940.80		14,011.76	84.47
215-55110-50120	WAGES	431,524.00		339,859.08		30,622.07		91,664.92	78.76
215-55110-50126	OVERTIME	0.00		0.00		0.00		0.00	0.00
215-55110-50127	WAGES - PART TIME	78,297.00		72,702.34		7,172.13		5,594.66	92.85
215-55110-50128	SUNDAY HOURS	8,840.00		6,281.87		784.98		2,558.13	71.06
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		36,024.76		3,305.69		11,136.24	76.39
215-55110-50161	WRS - GENERAL	30,759.00		25,760.24		2,268.48		4,998.76	83.75
215-55110-50163	HEALTH INSURANCE	115,000.00		95,542.74		8,819.62		19,457.26	83.08
215-55110-50164	DENTAL INSURANCE	6,777.00		5,705.10		523.81		1,071.90	84.18
215-55110-50165	LIFE INSURANCE	211.00		923.20		82.00		(712.20)	437.54
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		785.05		55.97		214.95	78.51
215-55110-50212	TRAVEL/CONFERENCE	1,600.00		1,666.45		0.00		(66.45)	104.15
215-55110-50213	SALES TAX	0.00		122.04		17.93		(122.04)	100.00
215-55110-50216	OUTSIDE SERVICES/CONTRACTS-2	200.00		272.00		0.00		(72.00)	136.00
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		15,897.91		2,229.14		5,102.09	75.70
215-55110-50221	UTILITIES-BUILDING 2	6,000.00		4,271.58		0.00		1,728.42	71.19
215-55110-50240	EQUIPMENT MAINTENANCE	2,800.00		2,930.98		72.88		(130.98)	104.68
215-55110-50250	REPAIR & MAINTENANCE	9,000.00		13,056.48		1,215.31		(4,056.48)	145.07
215-55110-50289	TECHNOLOGY COSTS	56,000.00		53,800.59		23.76		2,199.41	96.07
215-55110-50300	MISC EXPENSES	500.00		494.17		0.00		5.83	98.83
215-55110-50313	PROGRAMS/PUBLICITY	4,500.00		4,175.26		0.00		324.74	92.78

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 10/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
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	4,449.57	0.00	950.43	82.40
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	7,604.96	632.58	1,395.04	84.50
215-55110-50329	BOOKS	50,000.00	41,999.26	4,051.70	8,000.74	84.00
215-55110-50340	OPERATING EXPENSES	5,000.00	3,457.25	0.00	1,542.75	69.15
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	4,805.43	276.63	1,194.57	80.09
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	858.01	27.99	(858.01)	100.00
215-55110-50810	CAPITAL-EQUIPMENT	0.00	21.39	0.00	(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	843,001.34	69,123.47	175,747.66	82.75
TOTAL EXPENDITURES		1,018,749.00	843,001.34	69,123.47	175,747.66	82.75
Fund 215 - LIBRARY FUND:						
TOTAL REVENUES		1,018,749.00	900,758.02	61,430.63	117,990.98	88.42
TOTAL EXPENDITURES		1,018,749.00	843,001.34	69,123.47	175,747.66	82.75
NET OF REVENUES & EXPENDITURES		0.00	57,756.68	(7,692.84)	(57,756.68)	100.00

Fund 215 LIBRARY FUND

GL Number	Description	Balance
*** Assets ***		
215-00000-11100	PRIMARY CHECKING	213,980.61
215-00000-11102	US BANK - CC	6,085.51
215-00000-12550	PREPAID EXPENSES	1,643.67
Total Assets		221,709.79
*** Liabilities ***		
215-00000-21700	ACCRUED PAYROLL	24,404.18
215-00000-26600	DEF INFLOW - PROPERTY TAXES	121,146.70
Total Liabilities		145,550.88
*** 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		57,756.68
Ending Fund Balance		76,158.91
Total Liabilities And Fund Balance		221,709.79

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 10/31/2023		ACTIVITY FOR MONTH 10/31/2023		AVAILABLE BALANCE	
		AMENDED BUDGET		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)
Fund 217 - LIBRARY SPECIAL GIFT FUND									
Revenues									
Dept 55110 - LIBRARY									
217-55110-48110	INTEREST INCOME	1,000.00		9,789.92		1,105.43		(8,789.92)	978.99
217-55110-48500	DONATIONS	60,000.00		66,000.40		1,181.96		(6,000.40)	110.00
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		75,790.32		2,287.39		(25,790.32)	151.58
TOTAL REVENUES									
		50,000.00		75,790.32		2,287.39		(25,790.32)	151.58
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		58,736.34		3,263.94		(8,736.34)	117.47
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		58,757.32		3,263.94		(8,757.32)	117.51
TOTAL EXPENDITURES									
		50,000.00		58,757.32		3,263.94		(8,757.32)	117.51
Fund 217 - LIBRARY SPECIAL GIFT FUND:									
TOTAL REVENUES		50,000.00		75,790.32		2,287.39		(25,790.32)	151.58
TOTAL EXPENDITURES		50,000.00		58,757.32		3,263.94		(8,757.32)	117.51
NET OF REVENUES & EXPENDITURES		0.00		17,033.00		(976.55)		(17,033.00)	100.00
TOTAL REVENUES - ALL FUNDS									
TOTAL EXPENDITURES - ALL FUNDS		1,068,749.00		976,548.34		63,718.02		92,200.66	91.37
NET OF REVENUES & EXPENDITURES		1,068,749.00		901,758.66		72,387.41		166,990.34	84.38
		0.00		74,789.68		(8,669.39)		(74,789.68)	100.00

11/13/2023 08:36 AM
User: SARAH
DB: Stoughton

BALANCE SHEET FOR STOUGHTON CITY
Period Ending 10/31/2023

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Fund 217 LIBRARY SPECIAL GIFT FUND

GL Number	Description	Balance
*** Assets ***		
217-00000-11100	PRIMARY CHECKING	23,197.99
217-00000-11102	US BANK - CC	1,128.70
217-00000-11302	WISC INVESTMENT FUND	258,808.89
Total Assets		283,135.58
*** 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		17,033.00
Ending Fund Balance		283,135.58
Total Liabilities And Fund Balance		283,135.58

Stoughton Area Comm Foundation

Giving thanks

As Thanksgiving approaches, we pause to reflect on everything we're grateful for. We want you to know how much we appreciate the confidence you've placed in Edward Jones. We're grateful for your business, and we value the relationship we've built together.

Corporate - Select

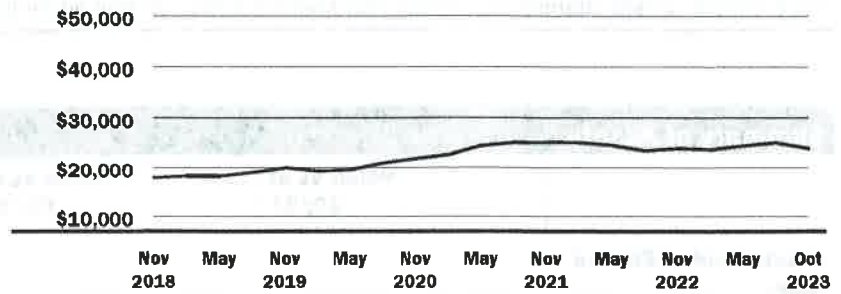
Portfolio Objective - Account: Balanced Toward Growth

Account Value

\$23,885.28

1 Month Ago	\$24,517.56
1 Year Ago	\$22,855.56
3 Years Ago	\$20,067.89
5 Years Ago	\$17,451.10

Value of Your Account



Value Summary

	This Period	This Year
Beginning Value	\$24,517.56	\$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	-632.28	395.92
Ending Value	\$23,885.28	

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
	-2.59%	1.69%	5.97%	5.16%	6.22%

2023 EXPENDITURES: FUND 215
NOVEMBER

MOVED:

SECONDED:

VOTE:

Inv. Date	Payment	Line Item	Vendor	Description	Amount
10/19/23	AB prepaid CC	50211	USPS	USPS 101923 211	\$ 57.44
10/31/23	11/15/23	50211	Baker & Taylor AD217BK	fuel surcharge	\$ 7.96
10/31/23	11/15/23	50211	Baker & Taylor AD329	fuel surcharge	\$ 6.80
11/01/23	11/15/23	50211	Ingram	fuel surcharge	\$ 45.00
10/05/23	11/15/23	50220	Stoughton Utilities	SU 100523 util	\$ 2,207.82
11/06/23	11/15/23	50221	Alliant Energy	AE 110623	\$ 85.66
10/17/23	11/15/23	50240	Gordon Flesch	GF 101723 copier 2	\$ 92.60
11/04/23	11/15/23	50240	Gordon Flesch	GF 110423 copier 1	\$ 96.66
10/23/23	11/15/23	50250	Bureau Veritas	BV 102323 elev	\$ 80.00
10/27/23	11/15/23	50250	Johnson Controls	JC 102723	\$ 660.00
10/28/23	JR prepaid CC	50289	Donor Tools	DT 102823 TECH	\$ 39.00
10/21/23	SB prepaid CC	50313	Walmart	WM 102123 CC	\$ 11.77
10/27/23	SB prepaid CC	50313	Amazon	AZ 102723 CC	\$ 7.91
11/02/23	SB prepaid CC	50313	Walmart	WM 110223 CC	\$ 32.22
10/30/23	11/15/23	50328	Playaway	FA 100623 ABCD	\$ 135.98
10/31/23	11/15/23	50328	Baker & Taylor AD328DVD	AD/TE materials	\$ 176.29
11/01/23	11/15/23	50328	Ingram	AD/TE materials	\$ 154.27
10/14/23	SB prepaid CC	50329	Amazon	AZ 101123 AF	\$ 14.52
10/20/23	11/15/23	50329	Penworthy	PW 102023 CH	\$ 274.47
10/20/23	11/15/23	50329	Penworthy	PW 102023 CF	\$ 342.32
10/20/23	11/15/23	50329	Penworthy	PW 102023 CP	\$ 400.66
10/31/23	11/15/23	50329	Baker & Taylor AD329	AD/TE materials	\$ 679.78
11/01/23	11/15/23	50329	Ingram	CH materials	\$ 1,915.69
11/01/23	11/15/23	50329	Ingram	AD/TE materials	\$ 1,225.86
11/08/23	11/15/23	50329	Cengage	AD/TE materials	\$ 194.93
10/10/23	SB prepaid CC	50340	Amazon	AZ 100923 OS	\$ 25.83
10/10/23	SB prepaid CC	50340	Amazon	AZ 100923 OS	\$ 12.86
10/22/23	SB prepaid CC	50340	Amazon	AZ 101823 OS	\$ 26.42
10/22/23	SB prepaid CC	50340	Amazon	AZ 101823 OS	\$ 8.90
10/25/23	SB prepaid CC	50340	Amazon	AZ102325OS TONER	\$ 486.56
10/25/23	SB prepaid CC	50340	Amazon	AZ 102523 OS	\$ 25.56
10/25/23	SB prepaid CC	50340	Amazon	AZ102325OS TONER	\$ 186.60
10/25/23	SB prepaid CC	50340	Amazon	AZ102526OSCSCAL	\$ 16.91
10/29/23	SB prepaid CC	50340	Amazon	AZ 102723 OS	\$ 15.80
10/30/23	SB prepaid CC	50340	Walmart	WM 103023 OS	\$ 11.98
10/10/23	11/15/23	50342	SCLS	SCLS 101023	\$ 543.63
10/18/23	SB prepaid CC	50342	Amazon	AZ 101823 LS	\$ 29.98

10/18/23	SB prepaid CC	50342	The Library Store	TLS 101823 LS	\$ 290.64
10/18/23	SB prepaid CC	50342	The Library Store	TLS 101823 LS	\$ (15.14)
10/30/23	SB prepaid CC	50342	Amazon	AZ 103023 LS	\$ 73.06
10/31/23	11/15/23	50342	Baker & Taylor AD217BK	processing	\$ 30.34
10/31/23	11/15/23	50342	Baker & Taylor AD329	processing	\$ 24.42
11/01/23	11/15/23	50342	Ingram	processing	\$ 121.77
10/18/23	11/15/23	50444	Buffington, Anne Sprague	ASB 101823	\$ 9.99
10/20/23	11/15/23	50444	Swenson, Steven	SS 102023	\$ 24.00
10/31/23	11/15/23	50444	Monroe PL	MRO 103123	\$ 8.00
10/31/23	11/15/23	50444	Verona PL	VER 103123	\$ 23.00
11/03/23	11/15/23	50444	Waisman, Molly	MW 110323	\$ 24.95
11/06/23	11/15/23	50444	Monona PL	MOO 110623	\$ 30.00
11/10/23	11/15/23	50444	Madison PL-Alicia Ashman	HPB 111023	\$ 45.00
11/10/23	11/15/23	50444	Madison PL-Sequoia	SEQ 111023	\$ 8.99
10/10/23	SB prepaid CC	50810	Amazon	AZ 100923 810	\$ 18.78
10/21/23	SB prepaid CC	50810	Amazon	AZ 101223 CH 810	\$ 556.16
11/01/23	SB prepaid CC	50820	Amazon	AZ 110123 820	\$ 50.92
10/09/23	SB prepaid CC	50870	Amazon	AZ1002232123EJEF	\$ 1,450.58
10/09/23	SB prepaid CC	50870	Amazon	AZ1002232123EJEF	\$ 149.00
10/21/23	SB prepaid CC	50870	Walmart	WM 102123 EJEF	\$ 53.00

2023 EXPENDITURES: FUND 217
NOVEMBER

MOVED:

SECONDED:

VOTE:

Inv. Date	Payment	Vendor	Description	Stream	Material	50500	50501	5050	50503
10/08/23	SB prepaid CC	Amazon	AZ 100623 B VG	Bryant	video games	\$ 235.74			
10/12/23	11/15/23	EBI	EBI101223Kvamme	Kvamme	map cabinet	\$ 1,689.84			
10/15/23	AB prepaid CC	New York Times	NYT101523selsor	Selsor	subscription	\$ 56.00			
10/16/23	AB prepaid CC	Dept.of Natural Res.	DNR101623SUN	Sunday	program	\$ 500.00			
10/16/23	11/15/23	Library Ideas LLC	VOX101023BVOX	Bryant	AV	\$ 2,375.60			
10/20/23	SB prepaid CC	Amazon	AZ 100623 B VG	Bryant	video games	\$ 128.99			
10/20/23	11/15/23	Demco	DM101923suncirc	Sunday	program	\$ 109.40			
10/20/23	MO prepaid CC	InterstateBooks4School	B4S102023BGB	Bryant	program	\$ 523.75			
10/20/23	11/15/23	Penworthy	PW 102023 B CN	Bryant	books	\$ 1,467.39			
10/20/23	11/15/23	Penworthy	PW102023BCGN	Bryant	books	\$ 442.94			
10/21/23	SB prepaid CC	Amazon	AZ 100623 B VG	Bryant	refund	\$ (0.47)			
10/23/23	CS prepaid CC	Dollar Tree	DT102323FPROGTE	FoL	program	\$ 33.75			
10/24/23	SB prepaid CC	Amazon	CH materials	Misc.	toys	\$ 96.94			
10/24/23	CS prepaid CC	Walmart	WM102423FPROGTE	FoL	program	\$ 46.73			
10/25/23	SB prepaid CC	Amazon	AZ102423SUNCH	Sunday	program	\$ 17.54			
10/28/23	SB prepaid CC	Amazon	AZ102423MCH	Misc.	toys	\$ 76.15			
10/28/23	SB prepaid CC	Amazon	CH materials	Misc.	toys	\$ 422.80			
10/31/23	SB prepaid CC	Amazon	AZ103123KOVTE	Kovic	program	\$ 104.41			
10/31/23	11/15/23	Baker & Taylor	AD/TE materials	FoL: LD	books	\$ 285.91			
10/31/23	11/15/23	Baker & Taylor	AD/TE materials	Bryant	books	\$ 510.39			
10/31/23	11/15/23	Baker & Taylor	AD/TE materials	FoL: LD	AV	\$ 43.18			
10/31/23	11/15/23	Baker & Taylor	AD/TE materials	FoL: R	AV	\$ 18.71			
11/01/23	11/15/23	Ingram	AD/TE materials	Misc.	books	\$ 188.15			
11/01/23	11/15/23	Ingram	AD/TE materials	FoL: R	books	\$ 59.25			

11/01/23	11/15/23	Stoughton Yoga	SY 110123 SUN	Sunday	program	\$ 320.00			
11/02/23	SB prepaid CC	Amazon	AZ 100323 BVG	Bryant	video games	\$ 49.94			
11/02/23	CS prepaid CC	Walmart	WM110223FPROGTE	FoL	program	\$ 54.69			
11/03/23	11/15/23	Bosky, Amanda	AB110323BSTAFF	Bryant	training	\$ 29.26			
11/03/23	11/15/23	Hynek, Amy	AH110323BSTAFF	Bryant	training	\$ 16.00			
11/03/23	11/15/23	Schlegel, Cynthia	CS110323BSTAFF	Bryant	training	\$ 16.00			
11/03/23	11/15/23	Thompson-Eagan, Zi Wei	ZTE110323BSTAFF	Bryant	training	\$ 16.00			
11/08/23	11/15/23	Cengage	CG 082823 FLP	FoL	books	\$ 27.19			
11/08/23	11/15/23	Cengage	CG 092823 MAD	Misc.	books	\$ 28.79			
11/13/23	11/15/23	Bosky, Amanda	AB111323BMMC	Bryant	conference	\$ 265.13			

What do the Numbers Say?

Trends and Reflections from the Annual Report

[abridged version]

Melissa Aro, Data Analyst
Chris Baker, Public Library Consultant
Ben Miller, Director
Shannon Schultz, Public Library Admin
Consultant

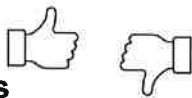
WLA 2023



WISCONSIN DEPARTMENT OF
Public Instruction
Bill K. Underly, PhD, State Superintendent

Introduction: Session Outline

- Summarize the importance of the Annual Report
- Reflect on why NOW is the time to evaluate data
- Consider some compelling datasets and hypotheses
- Support or debunk our theories
- Provide evidence to help us tell the whole story!



Importance of the Annual Report

- Required annually under Wis. Stat. 43.58 (6) (a) to the Division for Libraries and Technology (DLT)
- Provides a general description of public libraries and the services provided to library users
- Shared cooperatively with the Institute of Museum and Library Services (IMLS)
- Used in library population and other calculations



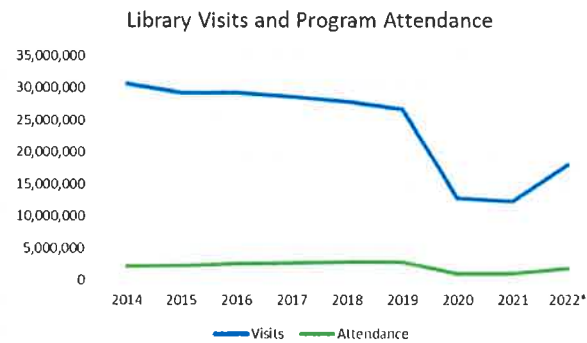
Dataset Cluster: In-Person Services

- Visits
- Programming
- Circulation

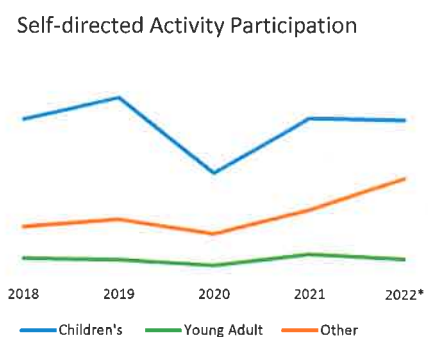
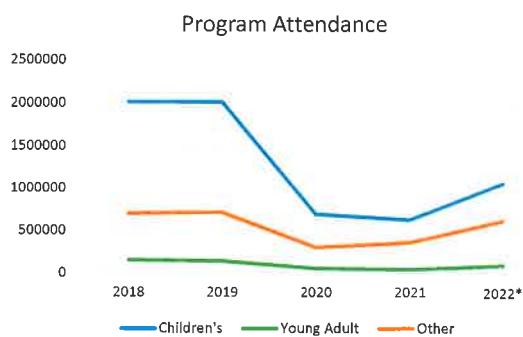


Pixabay.com

Library Visits and Overall Program Attendance



Deeper Look at Program Attendance



Circulation: Physical and Electronic



Hypothesis: In-Person Services

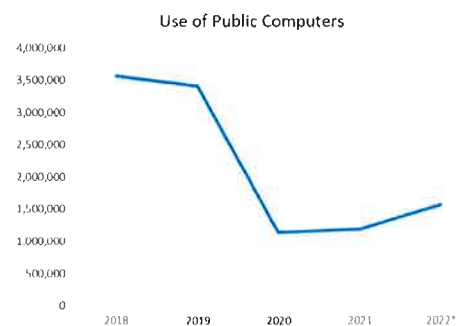
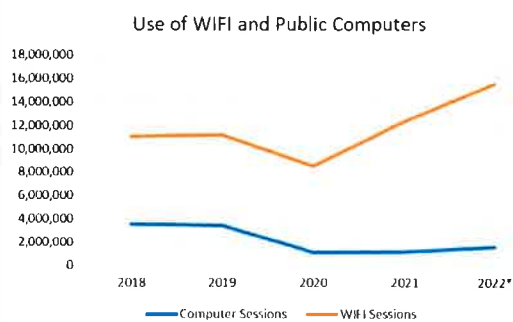
The traditional library service model has changed as a result of the pandemic to include more easily accessible services, but not to the extent that traditional library services will be replaced by digital/virtual services.

Dataset Cluster: Internet Access

- **Broadband access**
- **Wi-Fi availability**
- **Service provision**

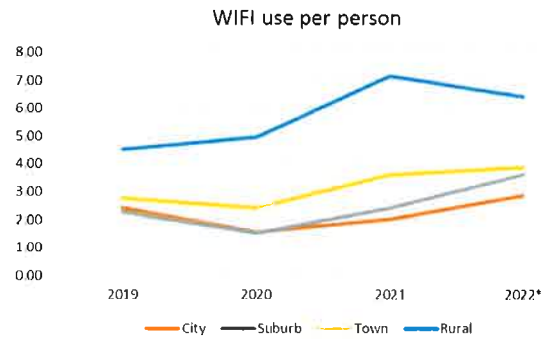


Internet Access



*2022 is preliminary

Wi-Fi Use per Person, by Locale



Hypothesis: Internet Access

The pandemic exposed weakness in broadband accessibility across the entire state. Lack of affordability in more urban areas are driving library usage up, while accessibility in rural areas because of broadband expansion is driving rural use down.

Thank You from Your Library Services Team!

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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	10,868	2,686	4,764	18,318	14.13%
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	112,025	29,209	40,350	181,584	-11.81%
AVG	17,721	10,606	14,414	17,159	11,203	2,921	4,035	18,158	5.83%

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	292	552	59	903	23.53%
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	2,926	5,096	347	8,369	-14.58%
AVG	2,149	2,149	1,073	816	293	510	35	837	2.51%

Stoughton Public Library Statistics
for October 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	8,374	4.64%
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	81,392	-14.88%
AVG	9,413	4,551	8,492	7,968	8,139	2.15%

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	5,161	14.21%
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	50,709	-15.72%
AVG	6,468	3,136	5,430	5,014	5,071	1.14%

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	1,026	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	2,310	3.54%
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	22,444	1.10%
AVG	16,517	4,102	1,266	1,850	2,244	21.32%

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	7,776	1.04%
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	79,837	-3.67%
AVG	10,164	1,980	3,122	6,907	7,984	15.60%

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

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	8,826	65.12%
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	88,629	
AVG	9,956	2,104	4,211	8,279	8,863	

June 2019: the door counter is malfunctioning.

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	4,178	25.01%
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%

Director's Report

November 15, 2023



Library news:

- I chaired the monthly meeting of South Central Library System's Administrative Council on October 19. The main topic of discussion was the creation of an officers nomination committee to select candidates for committee chair and vice-chair. We further discussed the agenda for the next SCLS All Directors meeting, currently scheduled for November 16 at SCLS headquarters in Madison, which will include a tour of the new facility.
- I attended the Wisconsin Library Association's annual conference October 25-27 at the Madison West Marriott in Middleton. The theme of this year's conference was "Don't Stop Believing." In addition to an opening keynote from Nolan Finley and Stephen Henderson of the Civility Project (greatlakescivilityproject.com), I attended the following break-out sessions over the course of the three-day conference:

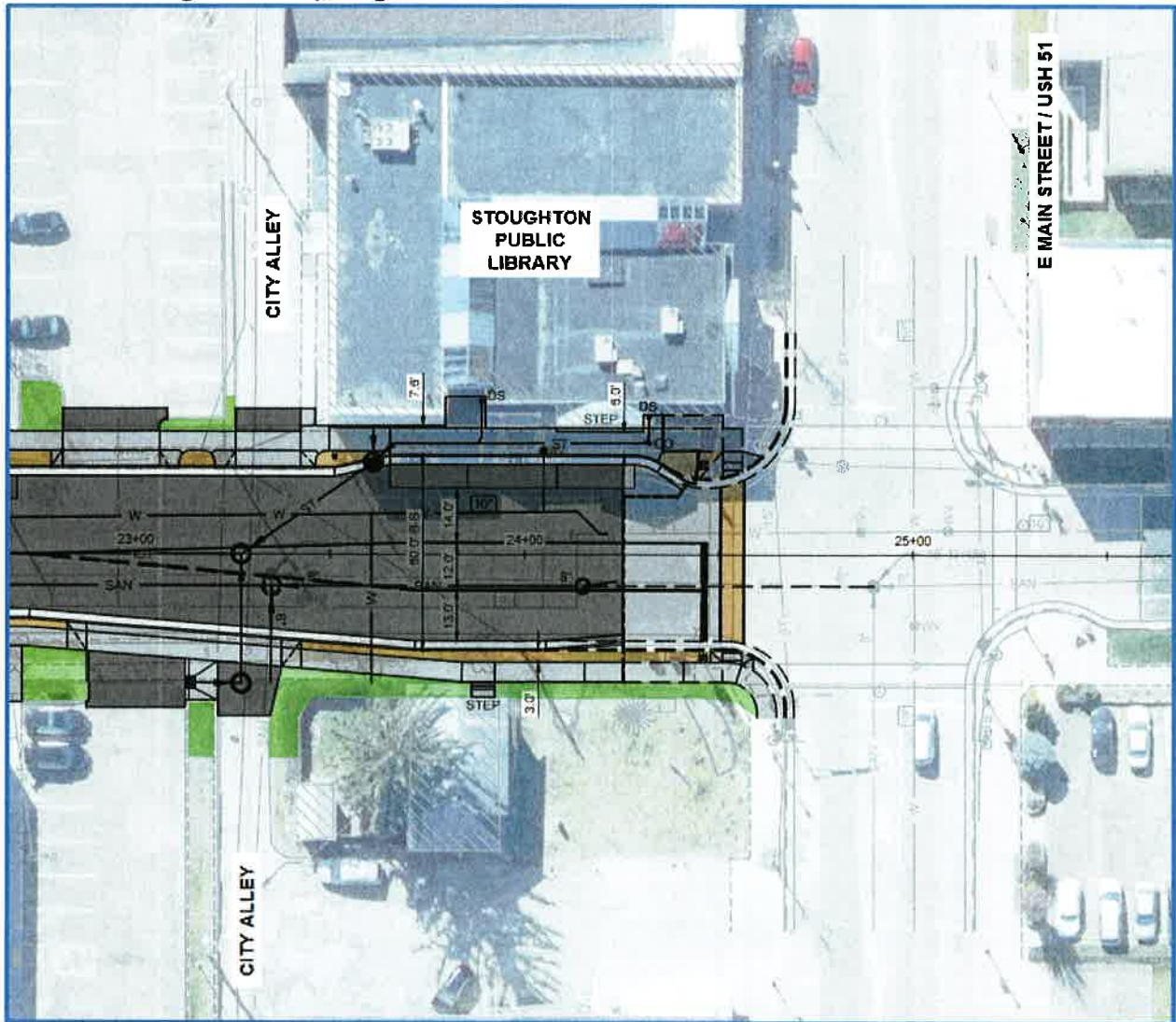


- How to Say the Hard Things: Lessons Learned in Years of Crisis
- Building Library Staff's Capacity for Discussing Inclusivity, Diversity, Equity, and Access
- Considering A Renovation or New Building? Behind the Scenes Prep Before the Design
- What Do the Numbers Say? Trends and Reflections from the Annual Report
- Graphic Design Crash Course
- Creating Pathways to Community Resources
- Growing a Circulating STEM Kit Collection

I also reviewed resumes for WLA's Career Center and met with participants in-person to share feedback.

- On October 30 I met with Planning Director Rodney Scheel and Public Works Director Brett Hebert to discuss the construction on Fourth Street scheduled to take place in summer of 2024. This project will add a left turn lane on the 300 block of Fourth St. onto Main St, directly in front of the library. Unfortunately, this will involve removing the three parking spaces on the east side of Fourth Street, directly across the street from the

library's main entrance. The three spots on the west side of the street, directly in front of the library, will be retained. These spots are heavily used by library patrons picking up holds and dropping off returns, as well as by patrons with limited mobility. I also attended an open house on November 9 that featured a presentation from the engineering firm responsible for the project. There will be another pre-construction meeting in the spring of 2024.



- We learned late last month that the Friends of the Stoughton Public Library have been awarded a \$10,000 grant by the Stoughton Area Community Foundation. This money will help fund Hoopla, the digital library service we launched in May of this year. Hoopla continues to grow in popularity, and along with the increased use comes a greater cost to the library.
- I attended the City Council meeting on November 7 at which the Council passed the mayor's operating budget. Included in this budget is a transfer

of \$742,679 to the library from the city's general fund. I will review the library's final operating budget at our meeting this month.

- On November 9 I attended the bi-monthly Dane County Library Directors meeting at Madison Public Library's Pinney Branch. ReThinking Libraries, the consulting firm hired to examine county reimbursements, presented their recommendations for adjustments to the formulas. I will provide an update on their recommendations at the meeting. We also discussed 2024 plans for Beyond the Page, the endowment that funds humanities programs at Dane County public libraries. Dane County Library Service Director Tracy Herold reported that the new county library standards, which our Board approved on September 20, will be considered by the county's Board of Supervisors at their meeting on November 16.
- Starting November 9, we will be hosting a traveling exhibit from the Wisconsin Historical Society called "We Will Always Be Here: Wisconsin's LGBTQ+ Historymakers." The ten-panel exhibit explores the stories of Wisconsin's LGBTQ+ historymakers through profiles of eight individuals across a wide spectrum of identities who have helped to empower others to make a positive change in the world. It will be on display on the library's mezzanine and second floor through December 7.

WE WILL ALWAYS BE HERE: WISCONSIN'S LGBTQ+ HISTORYMAKERS



Stoughton Area Community Foundation Fund Report

The report for the period Sep 30 – Oct 27 shows a decrease in value of \$632.28 to the account because of market conditions. The overall value of the account as of Oct 27 is \$23,489.36.

Youth Services (from Mary Ostrander)

- Library Assistant Anna Hayward attended our first Friday Family Fun Yoga session at Stoughton Yoga on October 20. We had a fantastic turnout, and Anna plans to attend again this month and the next with her son.
- Sandhill 1st graders visited the library on October 26 and 27. Mary and Erin provided them with a story time and tour on the 26th. Diane provided both the tour and story time on the 27th when Mary was out sick.
- Anna planned and implemented scavenger hunts in the children's area, which are very popular. It is a great way for kids to learn more about what is available at the library.
- Library Assistant Diane Fossum has always been a superhero, but this was especially true on October 27. Mary was out sick that day, so Diane pulled together some fun crafts as a last-minute alternative to the Costume Dance Party originally scheduled for that day. Huge shout out to Diane!
- It was another stellar year for Stoughton's Downtown Trick-or-Treat! On October 28, about 250 trick-or-treaters visited the library with their families and picked out a book to take home.
- Diane, Anna, and Mary are working on weeding the children's non-fiction to make sure all the books are up to date.
- 50 more VOX books were added to the collection this month. (VOX books are picture books paired with audio narration that allow children to hear a story read aloud. The books have a small internal speaker so they can be shared, and they also have a headphone jack so a child can listen to the book solo.) Two more front-facing book corrals were purchased to store the collection, which is up to about 250 items.
- Story Times will start up again on November 13th. Many families have said they are looking forward to it.
- Mary attended Fall Fest at Heartland Farm Sanctuary on Saturday, November 11.
- Mary will bring giveaway books to the high school on November 13. The high school media specialist is organizing how to give the books away.
- The always popular Stuffed Animal Sleepover will take place November 15-16.
- Indoor Play Group will resume on November 17 and meet about twice a month through March.
- Magnolia Gardens, Skaalen's memory care facility, has an art display up in the Children's Area for the month of November.
- Anna is doing an awesome job with daycare outreach!

Tech Services & Technology News (from Sarah Bukrey)

- Sarah dealt with a myriad of computer issues this past month including: working with Total Business Solutions to get the public wireless printing functioning again; public laptops that wouldn't log in; a hardware failure on two computers, one in the Circulation Department and one in Children's; and the installation of patron computers, including one new station on the second floor.
- Sarah and Amy spent time organizing craft supplies in the Carnegie room and also doing some craft planning for 2024. The November Craft Club was **Costume Jewelry assemblages** using a large donation of supplies from the April Craft Swap. Special thanks to Guest artist Brenda Schultz who shared her journey with this craft and some inspirational finished projects.
- Sarah, Jim and Robin met with Envisionware to plan the installation timeline for the new self-checkout stations.



- With help from Cindy Weber at SCLS, we determined the settings and configurations for the new machines, which should be arriving next month.
- On November 8, Sarah attended two virtual meetings: a regular meeting of South Central Library System's Collection Maintenance Subcommittee, and a meeting with Library Assistant Amy Hynek and the Rock River coalition about a 2024 rain barrel program.
 - Sarah, Zi Wei and the volunteers are busy with the end-of-year orders, linking and processing items. Several large orders using gift money have been arriving. There were 674 items added in October.

Circulation Services (from Robin Behringer)

- On October 24, Robin joined Jim and Sarah Bukrey for a virtual meeting with a representative from Envisionware to discuss the installation of our new self-check machines, currently scheduled for early December.
- The Circulation Team met on October 24. Topics discussed included a new set of guidelines for processing damaged materials. The Shelves met on October 25. They invited Teen Services Library Assistant Cynthia as the guest speaker for this month's inter-department connection.
- Robin virtually attended the Circulation Services Subcommittee meeting on November 14. Topics discussed included RFID tagging, refund policies, and patron registration.
- Robin began training new Substitute Kate H. on the circulation desk. Kate is a quick learner and has already been approved to work the desk during non-opening shifts. She is scheduled for additional opening training soon.
- Robin met with Deputy Fire Chief Mark Miller from the Stoughton Fire Department to revise the library's fire and evacuation guidelines. Fire alarm testing is being scheduled to allow staff to hear how loud the alarms are and to understand how communication is affected during an emergency.

Adult & Teen Services (from Amanda Bosky)

- On October 19, St. Ann school was without electricity but their 4K teacher needed to host parent-teacher conferences. The library served as the emergency backup location, with families visiting Meeting Room 2 on the top floor and using toys from the play area to keep their children occupied while they had their conferences.
- We received a lovely compliment for our Local History volunteers, Eloise and Lesley, after they completed an in-depth request about the ownership history of a railroad spur in town. Eloise and Lesley, as well as all our wonderful volunteers, are a vital part of our library.
- Adult Services Librarian Amanda Bosky and Circulation Services Supervisor Robin Behringer are already hard at work on the 2024 state park pass partnership program. Since we easily gave away 80 passes this year, we purchased 100 passes for next year and plan to start promoting and giving them out in the Spring.
- Over the past month, Teen Services Assistant Cynthia Schlegel wrote 11 college recommendation letters for past teen program attendees.
- Cynthia's recent teen programs have included: Stitches handicrafts (with Children's Librarian Mary Ostrander and other library staff); Creepy

Cupcake Decorating; and Game Day. During the Halloween cupcake program, Cynthia went above and beyond by dressing up as Taylor Swift and giving away friendship bracelets to the teens.

- On October 24, local actor **Jessica Michna portrayed Goode Rebekah Nurse** in an informative one-woman show about this tragic figure from the Salem Witch Trials. 35 people attended, including two direct descendants of Rebekah Nurse.
- Live attendance of our online Library Speaker Consortium author talks increases each month. On November 1, 16 people tuned in to watch actor John Stamos discuss his new memoir.
- On November 3, Adult Services staff plus volunteers Eloise and Lesley attended a **field trip to the Naeseth Norwegian American Genealogical Library in Madison**. We enjoyed learning more about this unique collection and how best to help our patrons get started exploring their Norwegian roots.
- On November 4, **reptile expert Josh Kapfer** gave a passionate presentation about reptile and amphibian conservation in our state. 34 people attended and asked many questions. Kapfer grew up in Stoughton—during the presentation, his mother proudly announced that he attended story time here at the library when he was 4 years old.



Looking Back from *The Stoughton Hub*

November 11, 1919

Interesting Exhibit of War Souvenirs

Many Are Attracted to City Library by Display in Memory of Armistice Day

No formal celebration in this city marked the first anniversary of the cessation of hostilities between the principal participants in the world war. Our commemoration of the close of one of the greatest tragedies in the history of man, was confined to the blowing of the whistles at the wagon factories and the condensery at eleven o'clock this forenoon, the shrieking of the siren on the fire truck as it made a trip forth and back on Main street, a display of flags here and there, and an exhibit of war relics at the city library.

The exhibit, made through the efforts of City Librarian Ananda Drotning, is exceedingly interesting, and already during the forenoon drew a goodly number of people to the library. Some of the teachers took their grades down to see the relics, and the display will doubtless prove quite an attraction until it comes to a close next Friday.



**Stoughton Public Library Board of Trustees
Finance Committee
Monday, October 16, 6:30 PM**

****Please Note: This was a virtual meeting held via Zoom.**

MINUTES

Present: Sharon Meilahn Bartlett, Erin Meinholz

Also present: Library Director Jim Ramsey

Absent: Teri LeSage

1. Meeting called to order by consensus at 6:32 PM
2. **Review of Agenda** – Reviewed and accepted by consensus.
3. **Election of committee chair for 2023-2024 *** - Consensus was to table the election of a new committee chair until a future meeting so that LeSage could participate in the discussion.
4. **Review/Approval of minutes from October 12, 2022 Finance Committee meeting (enclosure) *** - MOTION by Meinholz to approve the minutes of the 10/12/22 meeting. SECOND: Meilahn Bartlett. VOTE: 2-0.
5. **Discussion and possible action regarding Stoughton Public Library 2024 Operating Budget (enclosure) *** - Ramsey presented, beginning with the revenue side before moving onto expenditures. He reported that the mayor's budget includes at 4.5% cost-of-living adjustment for all city employees. The amount of the transfer from the General Fund, the city's contribution to the library's budget, is \$761,686, a 3.6% increase over 2023. Overall, the library's total operating budget for 2024 is \$1,068,879, a 6.1% increase over 2023.

Ramsey discussed discrepancies with how library wages are budgeted and his efforts, so far unsuccessful, to resolve them. In years past, library wages had been budgeted as follows:

- SALARY (50110) – The Library Director's salary

EDUCATE, ENRICH, EMPOWER, ENGAGE

- WAGES (50120) – Wages for all staff 20 hours/week or more
- WAGES – PART TIME (50127) – Wages for all staff under 20 hours/week

Currently, \$14,953 has been removed from the WAGES – PART TIME line and added to the WAGES line. The Finance Department's rationale is that this is the increase in wages resulting from our Circulation Supervisor's move from 30 to 40 hours. However, the Circ. Supervisor's wages were never budgeted in WAGES – PART TIME; they have always been included in the WAGES line, along with every other staff member 20 hours/week and above. Ramsey detailed his efforts to correct this issue. He explained that the budget in its current form would lead to the library overspending in WAGES – PART TIME and underspending in WAGES.

Discussion of next steps. Ramsey explained that the committee could choose to take no action or they could recommend the budget to the Board with the contingency that the wage issues need to be resolved. Meinholz asked about the timing of the Board's decision at the meeting on 10/18/23 as it relates to the city's overall budget timeline. Ramsey reported that the City Council is set to approve the mayor's budget at the Council meeting on 11/7/23, and that he hopes to have the issue resolved before then.

MOTION by Meilahn Bartlett to recommend the budget for adoption to the Library Board with the contingency that the WAGES/WAGES-PART TIME discrepancy needs to be corrected.
SECOND: Meinholz. VOTE: 2-0.

- 6. Discussion and possible action regarding resolution to restrict Fund 217 fund balance for future library expansion project (enclosure) *** - Ramsey presented, explaining that this resolution was drafted on the advice of City Finance Director Dave Ehlinger to communicate that the fund balance of fund 217 is earmarked for a future library expansion project. He explained that Wisconsin State Statute Chapter 43 gives the library board exclusive control over all moneys collected, donated or appropriated for the library fund. Meilahn Bartlett asked whether language relating to "remodeling" or "building improvements" should be included in the resolution. Discussion ensued and ultimately consensus emerged that the language "including, but not limited to," in the resolution covered other possible scenarios.

MOTION by Meinholz to recommend that the Library Board adopt the resolution. SECOND: Meilahn Bartlett. VOTE: 2-0.

7. Meeting adjourned by consensus at 7:24 PM

*** Indicates possible action item**

Sent to Finance Committee:

Teri LeSage

Sharon Meilahn Bartlett

Erin Meinholz

Cc:

Ken Axe

Elise Balzer

Jean Ligocki

Amy Ketterer

Lora Klitzke

Dayna Verstegen

Siri Vienneau

If you are disabled & in need of assistance, please call 873-6281 prior to this meeting. An expanded meeting may constitute a quorum of the Board.

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	\$417,489	-\$16,155
127	WAGES-PART TIME		\$65,824	\$70,006	\$70,701	\$75,821	\$77,147	\$119,745	\$42,598
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	\$79,254	\$2,304
163-165	EMPLOYEE INSURANCE	includes health, dental, life	\$66,801	\$84,184	\$94,783	\$106,048	\$121,988	\$116,978	-\$5,010
	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	\$21,355	\$355
221	HEAT	2022 actual was \$7,921	\$6,500	\$5,500	\$5,500	\$5,500	\$6,000	\$7,627	\$1,627
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	\$1,049,872	\$42,376



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	\$ 742,679.00
SURPLUS used as carryover	\$10,000			\$ 26,740.00		
	\$858,808	\$888,486	\$908,327	\$948,171	\$1,007,496.00	\$1,049,872.00

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

MATERIALS EXPENDITURES \$84,400

Dane County standards require \$70,621.

2024 DRAFT CALENDAR OF WORK

STOUGHTON PUBLIC LIBRARY



Library staff presentations from: Adult, Youth, Circulation, Teen, and Tech. Services

JANUARY:

- Board In-service: Presentation from Library Staff or Trustee Essential TBD
- Business: Review Board member terms
- Business: Appointment of ad hoc Board Member Recruitment Committee
- Business: Review calendar of work for the coming year
- Business: Library Legislative Day preview
- Planning Committee should meet to collect goals drafted by standing committees.

FEBRUARY:

- Board In-service: Presentation from Library Staff or Trustee Essential TBD
- Business: Approve Stoughton Public Library State of Wisconsin 2023 Annual Report
- Business: Approve statement concerning public library system effectiveness
- Business: Approve Library Board goals for the year
- Business: Appoint ad-hoc Student Trustee nominating committee
- Business: Approve allocation of undesignated gift funds for library booth at Community Expo

MARCH:

- Board In-service: Presentation from Library Staff or Trustee Essential TBD
- Business: Authorization for SCLS to bill adjacent counties for next year
- Business: Appointment by board president of Nominating Committee for Board officers [Do we want to keep this item? We haven't done this for the last several years.]
- **NEW** Distribution of instructions for completing Board self-evaluation survey
- Progress reports from Board Member Recruitment and Student Trustee Nominating ad hoc committees

APRIL:

- Board In-service: Presentation from City Finance Director
- Business: Review previous year's budget
- Business: Discussion of 2025 capital improvement requests
- **NEW** Business: Planning Committee to present results of Board self-evaluation

- Business: Report from ad hoc Board member Recruitment Committee with recommendations [This item may be eliminated]

MAY:

- Board In-service: Presentation from Library Staff or Trustee Essential TBD
- Business: Annual meeting/reorganization
- Nominating committee brings officer nominations to the Board for election (other nominations may also be made) [Again, we haven't done this for several years, so it may be time to discontinue this item]
- Business: Election of Officers
- Nomination and appointment of new Student Trustee
- Discussion of 2024-2025 Committee Assignments

JUNE:

- Board In-service: Presentation from Library Staff or Trustee Essential TBD
- Business: Assignment of Committees by Board President
- Personnel Committee should begin meeting to discuss 2025 personnel requests

JULY:

- Board In-service: Presentation from Library Staff or Trustee Essential TBD
- Business: Presentation of preliminary 2025 budget by Director
- Personnel Committee will meet and recommend 2025 personnel requests to Board.

AUGUST:

- Board In-service: Presentation from Library Staff or Trustee Essential TBD
- Business: Review progress toward 2024 Board Goals
- Personnel Committee to begin Director Evaluation process

SEPTEMBER:

- Board In-service: Presentation from Library Staff or Trustee Essential TBD
- Business: Approve exemption from county library tax and send to Council
- Business: Approve the next year's holiday closings
-

OCTOBER:

- Board In-service: Presentation from Library Staff or Trustee Essential TBD
- Finance Committee will meet to review 2025 operating budget
- Business: Approve 2025 Library Operating Budget.
- **NEW:** Reach out to Katy Mullen at SHS re: students attending Library Legislative Day

NOVEMBER:

- Board In-service: Presentation from Library Staff or Trustee Essential TBD
- Business: Approve 2025 Board Calendar of Work
- Business: Approve location of December Library Board meeting
- Business: Approve expenditures for December Library Board meeting

- Personnel Committee to present results of Director evaluation (Special meeting may be convened)

DECEMBER:

- Board In-service: Team-building activity
- Business: Approve Dane County Library Service Agreement

2023 Library Board Goals from Committees



Planning: By July 2023, the Planning Committee will analyze, document, and share at least one way we have made progress towards meeting each of the goals outlined in the Strategic Plan in order to show the community we have listened to their needs and are taking steps to address them.

Note: The example for each goal will identify which marginalized population has been impacted by the progress and explain how.

If the impact is shown to be negative, the report will identify at least one step to correct that by Dec 31, 2023.

Finance: The finance committee will identify at least two possible sources of revenue using local organizations and city structures by June 2023 in order to advance the library's diversity, equity, and inclusion initiatives. Additionally, the finance committee will draft the potential obligation plan for the existing fund balance as it relates to the library's strategic plan and needs.

Policies: The Policies Committee will return to the established schedule for policy review, based on the date last reviewed, using the lens of equity and inclusion (use the Inclusive Services Assessment and Guide checklist from DPI to evaluate). The committee will review approximately 6-8 policies per year. This will avoid policies becoming outdated and/or waiting until there is a problem to review something.

Measure: Is the committee reviewing things on-time according to the established schedule?

Note: The Committee should avoid discussions about grammar/usage and focus discussions on gestalt of policy during committee meetings.

Note: Assign someone from the committee (Dayna has volunteered this round) to do a "grammar check" prior to committee review.

Personnel: The Personnel committee is submitting a library goal pertaining to staff recognition and appreciation. We suggest that the library director honor a timeline that ensures at least two formal demonstrations of recognition and/or appreciation per year across the entire all-staff body:

1 in the first half of the calendar year, between January 1 and June 30.

1 in the second half of the calendar year, between July 1 and December 31.

This allows for additional opportunities for the library board and the library director to exhibit more unplanned, sporadic demonstrations of recognition and/or appreciation as well, should either or both determine to do so. The personnel committee will work with the Library Director to ensure that funds exist in the budget for this biannual plan.

DCLS AGREEMENT for EXTENSION OF LIBRARY SERVICE

THIS AGREEMENT made and entered into by and between the Dane County Library Board (hereinafter referred to as “the County Library Board”) and **Stoughton Library Board** (hereinafter “the local Library Board”) serving the municipality of Stoughton.

WITNESSETH:

WHEREAS the County Library Board, established by the County Board of Supervisors in accordance with sec. 43.57, Wis. Stats., is required to and does provide services to the residents of those Dane County municipalities which do not operate their own libraries; and

WHEREAS the Local Library Board, a municipal public library legally organized under sec.43.52, Wis. Stats., with a board appointed in compliance with sec 43.54, Wis Stats., is required to and does provide library services only to residents of its parent municipality, which has exempted itself from the county library tax in accordance with sec. 43.64, Wis. Stats.; and

WHEREAS the Local Library Board is able and willing to serve those in Dane County who reside in areas taxed by the county for library service, provided adequate financial arrangements are furnished; and

WHEREAS the County Library Board wishes to arrange for walk-in services for such persons;

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, the County Library Board and the Local Library Board do agree, as authorized by chapter 43 and SEC. 56.30, Wis. Stats., as follows:

1. The Local Library Board agrees to provide all on-site services, programs, collections, and facilities to residents of Dane County on the same basis as residents of its parent municipality; and honor valid borrowers’ cards as issued by the Dane County Library Service or other local participating libraries, issue and mail library cards to local residents based on applications taken at other participating libraries and forwarded to them, and accept applications for such cards, forwarding them to the Dane County Library Service or the appropriate local participating libraries.
2. The Local Library Board agrees to maintain, and provide to the Dane County Library Service accurate service, facility, and financial records, including a copy of the Annual Report filed on or before February 29, 2024 with the Wisconsin Department of Public Instruction, and records of circulation as specified in Wisconsin Statutes Section 43.12(2).
3. The Local Library Board agrees to maintain its status as a member in good standing of the South Central Library System, meeting all requirements under Section 43.15(4)(c) of the Wisconsin Statutes.
4. In exchange for the Local Library Board’s providing services under this agreement to residents of areas taxed by the county for library service, the County Library Board agrees to pay the Local Library Board the sum of \$230,089. This sum represents
 - a. The net payment due after averaging use and cost data from 2018, 2019 and 2022: \$266,370.
 - b. Subtraction of Central Service Costs: \$15,097.
 - i. *Administrative*: \$2,604
 - ii. *Delivery*: \$4,337
 - iii. *Outreach*: \$8,156
 - c. Cross-municipal usage adjustment: -\$21,185.

5. In recognition of the facility expense incurred by the local library in serving non-residents, the county shall make an additional payment of \$53,692.
6. The County Library Board shall make payment by June 30, 2024.
7. This agreement shall be in effect from January 1, 2024 and shall continue in full force and effect until December 31, 2024 unless sooner terminated.

LOCAL LIBRARY BOARD**DANE COUNTY LIBRARY BOARD**

BY:

BY:

President, Library Board

President, Library Board

BY:

BY:

Secretary, Library Board

Director

	Total	Payer	Description
SEC. 4	\$230,089	Dane County	Reimbursement for operation services to County residents
SEC. 5	\$53,692	Dane County	Reimbursement for facility services to County residents
TL Pymt	\$283,780	Dane County	Net payment