



WAUPACA AREA PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, APRIL 26, 2023, 4:30PM

THIS MEETING HAS BEEN RESCHEDULED FROM APRIL 19, 2023 AT 4:30PM
IN-PERSON MEETING CITY COUNCIL CHAMBERS – VIRTUAL OPTION AVAILABLE

Mission Statement: "...committed to offering opportunities for connections, innovation, and engaged learning."

1. ROLL CALL
2. APPROVAL OF AGENDA

OPEN MEETING LAW STATEMENT: This meeting and all other meetings of the Waupaca Area Public Library Board are open to the public. Proper notice has been posted and given to the media, in accordance with Wisconsin State Statutes so that the citizens may be aware of the time, place, and agenda of this meeting.

3. MINUTES FROM MEETING HELD WEDNESDAY, MARCH 15, 2023

ACTION ITEM: APPROVE minutes of MARCH 15, 2023 Meeting

4. MONTHLY BILLS FOR FEBRUARY 2023, **BILLS \$86,301, PERSONNEL \$53,842, Donations Expenditures \$748.60**

ACTION ITEM: APPROVE MARCH 2023 bills, personnel costs, and donation expenditures

5. LIBRARY EXHIBIT ROOM

- A. Exhibit Coordinator's Report
- B. Chart of Visits

6. LIBRARY STATISTICS

- A. Copy Income and Meeting Room Income Reports
- B. Volunteer Hours, Reference Transactions, Library Visits, Internet Use & Curbside Service
- C. Interloan Chart
- D. Circulation Charts
 - a. Circulation & Renewals with Municipality Chart
 - b. Consortium Circulation

7. DEPARTMENT REPORTS

- A. Director's Report
- B. Adult Services Report
- C. Youth Services Report
- D. Teen Services Report

8. COMMITTEE REPORTS

- A. Library Finance Committee
 - a. No Meeting
- B. Library Planning Committee
 - a. No Meeting
- C. Library Policy Committee
 - a. No Meeting
- D. Personnel Committee
 - a. No Meeting

9. OLD BUSINESS

- a. None

10. NEW BUSINESS

- a. Incident Reports
- b. Resolution of Thanks to Lori Chesnut
 - i. **ACTION ITEM: APPROVE** resolution thanking Lori Chesnut for her years of service as a Library Trustee.
- c. Resolution of Thanks to Christine Jaenke
 - i. **ACTION ITEM: APPROVE** resolution thanking Chris Jaenke for her years of service as a Library Trustee.
- d. Resolution of Thanks to Gracieanna Liegl
 - i. **ACTION ITEM: APPROVE** resolution thanking Gracie Liegl for her years of service as a Library Trustee.
- e. Resolution of Thanks to Glenda Rhodes
 - i. **ACTION ITEM: APPROVE** resolution thanking Glenda Rhodes for her years of service as a Library Trustee.

11. ANNOUNCEMENTS & CORRESPONDENCE

- a. OWLS Minutes
- b. Next meeting will be Wednesday, May 17th, 2023 at 4:30 pm in-person in the Council Chambers

12. ADJOURNMENT

PLEASE CALL ERIC BAILEY (715-258-4414) BY 1:00 PM ON MEETING DATE
IF YOU ARE UNABLE TO ATTEND.

THIS MEETING WILL BE LOCATED IN CITY OF WAUPACA COUNCIL CHAMBERS WITH OPTIONS TO
ATTEND PHYSICALLY OR VIRTUALLY VIA VIDEO/TELECONFERENCING.

PLEASE ADVISE THE LIBRARY DIRECTOR IF YOU REQUIRE SPECIAL ACCOMMODATIONS. THE CITY
OF WAUPACA PROVIDES EQUAL OPPORTUNITIES FOR PUBLIC MEETINGS



WAUPACA AREA PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES MEETING MINUTES
WEDNESDAY, MARCH 15, 2023

Mission Statement: "committed to offering opportunities for connections, innovation, and engaged learning."

Meeting was called to order by Julie Eiden at 4:34 pm.

Lori Chesnut, John Turner, Gracie Liegl, John Miller and Julie Eiden were present. Holly Olsen, Chris Jaenke, Glenda Rhodes and Mary Zimmerman were absent. Library Director, Eric Bailey, Children's Librarian, Sue Abrahamson, Exhibit Room Coordinator, and Adult Services Librarian, Patsy Servey were also present.

APPROVAL OF AGENDA

MOTION by J. Miller, SECOND by J. Turner, to approve the agenda. 5 ayes, 0 nays, 4 absent. Motion passed unanimously by voice vote.

The Open Meeting Law Statement was read by Julie Eiden.

Minutes from February 15, 2023 Board Meeting.

MOTION by L. Chesnut, SECOND by G. Liegl to approve the February 15 meeting minutes. 5 ayes, 0 nays, 4 absent. Motion passed unanimously by voice vote.

Monthly bills for February 2023, BILLS \$46,405, PERSONNEL \$35,521 DONATIONS EXPENDITURES \$4,808.

MOTION by L. Chesnut, SECOND by J. Turner to approve the February 2023 bills with personnel costs and donation expenditures. 5 ayes, 0 nays, 4 absent. Motion passed unanimously on a roll call vote.

Library Exhibit Room Report

Exhibit Coordinator's report was given, a chart of visits was included in the packet

Library Statistics

Copy Income **\$522.63**; Meeting Room Income **\$140.00**

Volunteer Hours **2**; Reference Transactions **688**; Library Visits **6,111**; Internet Use: **636** wireless, **422** stations; Curbside service **40**

Interloan Chart: **2,599** items loaned, **2,980** items borrowed

Circulation & Renewals with Municipality Chart showed a total circulation of **11,647**

Consortium Circulation Chart presented

Department Reports

Director's Report, Adult Services Report, Youth Services Report, and Teen Services Report were given.

Committee Reports

Library Finance Committee, Planning Committee, Policy Committee and Personnel Committee did not meet.

Old Business – None

New Business

Incident Report - there were no incidents to report

The 2022 Annual Report was presented by Library Director Eric Bailey.

Announcements & Correspondence

OWLS Meeting minutes from January 2022 were in the packet.

Next meeting will be Wednesday, April 19, 2023, at 4:30pm in-person in the Council Chambers, City Hall, Waupaca.

Adjournment

MOTION by J. Turner, SECOND by J. Miller to adjourn. 5 ayes, 0 nays, 4 absent. Motion passed unanimously by voice vote.

Meeting adjourned at 5:58 pm

Chaired by Julie Eiden, Library Board Member

Minutes taken and compiled by Patsy Servey

CITY OF WAUPACA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2023

FUND 251 - LIBRARY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INTERGOVERNMENTAL REVENUES</u>						
251-43720-000-000	COUNTY AID: LIBRARY WAUPACA CO	.00	.00	408,286.00	(408,286.00)	.00
251-43725-000-000	COUNTY AID: LIBRARY WAUSHARA	.00	.00	14,466.00	(14,466.00)	.00
251-43730-000-000	COUNTY AID: LIBRARY PORTAGE	.00	.00	1,960.00	(1,960.00)	.00
	TOTAL INTERGOVERNMENTAL REVENUES	.00	.00	424,712.00	(424,712.00)	.00
<u>PUBLIC CHARGES FOR SERVICE</u>						
251-46710-000-000	FEES: LIBRARY COPIES	1,430.21	1,430.21	6,000.00	(4,569.79)	23.84
251-46725-000-000	FEES: LIBRARY OVERDUE FEES	95.37	95.37	.00	95.37	.00
251-46730-000-000	FEES: LIBRARY COLLECTION AGCY	(98.20)	(98.20)	100.00	(198.20)	(98.20)
251-46735-000-000	FEES: LIBRARY MATERIAL REPLACE	816.73	816.73	3,500.00	(2,683.27)	23.34
	TOTAL PUBLIC CHARGES FOR SERVICE	2,244.11	2,244.11	9,600.00	(7,355.89)	23.38
<u>MISCELLANEOUS REVENUE</u>						
251-48215-000-000	RENT: MEETING ROOMS	485.00	485.00	500.00	(15.00)	97.00
251-48310-000-000	SALES: SALE OF PROPERTY/EQUIP	.00	.00	100.00	(100.00)	.00
251-48550-000-000	DONATIONS: LIBRARY	12,475.33	12,475.33	42,650.00	(30,174.67)	29.25
	TOTAL MISCELLANEOUS REVENUE	12,960.33	12,960.33	43,250.00	(30,289.67)	29.97
<u>OTHER FINANCING SOURCES</u>						
251-49210-000-000	TRANSFER FROM GENERAL FUND	346,554.00	346,554.00	346,554.00	.00	100.00
	TOTAL OTHER FINANCING SOURCES	346,554.00	346,554.00	346,554.00	.00	100.00
	TOTAL FUND REVENUE	361,758.44	361,758.44	824,116.00	(462,357.56)	43.90

CITY OF WAUPACA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2023

FUND 251 - LIBRARY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>LIBRARY - FULL-TIME PERSONNEL</u>						
251-55111-102-000	LIBRARY: WAGES	90,565.44	90,565.44	380,957.00	290,391.56	23.77
251-55111-103-000	LIBRARY: OVERTIME	72.90	72.90	.00	(72.90)	.00
251-55111-118-000	LIBRARY: SOCIAL SECURITY	7,102.83	7,102.83	24,823.00	17,720.17	28.61
251-55111-119-000	LIBRARY: RETIREMENT (R)	7,520.97	7,520.97	23,337.00	15,816.03	32.23
251-55111-121-000	LIBRARY: GRP HLTH INS	16,448.30	16,448.30	70,261.00	53,812.70	23.41
251-55111-122-000	LIBRARY: LIFE INS	362.02	362.02	1,255.40	893.38	28.84
251-55111-123-000	LIBRARY: INC PROTECT	356.46	356.46	1,931.00	1,574.54	18.46
251-55111-124-000	LIBRARY: WORK COMP	.00	.00	1,035.86	1,035.86	.00
251-55111-125-000	LIBRARY: HLTH INS DEDUCTIB	.00	.00	6,000.00	6,000.00	.00
251-55111-130-000	LIBRARY: WELLNESS/EAP PROGRAM	276.50	276.50	748.00	471.50	36.97
	TOTAL LIBRARY - FULL-TIME PERSONNEL	122,705.42	122,705.42	510,348.26	387,642.84	24.04
<u>LIBRARY - PART-TIME PERSONNEL</u>						
251-55112-104-000	LIBRARY: PT WAGES	25,821.79	25,821.79	121,788.00	95,966.21	21.20
251-55112-116-000	LIBRARY: PT RETIRE	824.87	824.87	4,932.00	4,107.13	16.72
251-55112-118-000	LIBRARY: SOCIAL SECURITY	2,076.69	2,076.69	10,362.00	8,285.31	20.04
251-55112-122-000	LIBRARY: LIFE INS	213.24	213.24	600.00	386.76	35.54
	TOTAL LIBRARY - PART-TIME PERSONNEL	28,936.59	28,936.59	137,682.00	108,745.41	21.02
<u>LIBRARY - OPERATIONS</u>						
251-55115-201-000	LIBRARY: TRAVEL	.00	.00	4,000.00	4,000.00	.00
251-55115-207-000	LIBRARY: MAINT OF EQUIP	.00	.00	6,000.00	6,000.00	.00
251-55115-209-000	LIBRARY: INS & BONDING	.00	.00	1,000.00	1,000.00	.00
251-55115-211-000	LIBRARY: CONTRACT SERVICES	564.89	564.89	6,500.00	5,935.11	8.69
251-55115-215-000	LIBRARY: MOVIE LICENSE	300.00	300.00	.00	(300.00)	.00
251-55115-216-000	LIBRARY: POSTAGE	156.16	156.16	1,000.00	843.84	15.62
251-55115-217-000	LIBRARY: MEMBERSHIP & DUES	.00	.00	1,200.00	1,200.00	.00
251-55115-218-000	LIBRARY: OWLS MEMBERSHIP	27,591.00	27,591.00	27,591.00	.00	100.00
251-55115-253-000	LIBRARY: PROMOTIONAL MATERIALS	.00	.00	650.00	650.00	.00
251-55115-282-000	LIBRARY: TECHNOLOGY	(997.54)	(997.54)	11,974.00	12,971.54	(8.33)
251-55115-301-000	LIBRARY: SUPPLIES	1,906.93	1,906.93	7,500.00	5,593.07	25.43
	TOTAL LIBRARY - OPERATIONS	29,521.44	29,521.44	67,415.00	37,893.56	43.79

CITY OF WAUPACA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2023

FUND 251 - LIBRARY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>LIBRARY - DONATION EXPENSES</u>						
251-55120-104-000	LIBRARY: DONATIONS PT WAGES	2,589.15	2,589.15	8,000.00	5,410.85	32.36
251-55120-118-000	LIBRARY: DONATIONS SOCIAL SEC	210.74	210.74	650.00	439.26	32.42
251-55120-250-000	LIBRARY: DONATIONS MATERIALS	22.42	22.42	2,000.00	1,977.58	1.12
251-55120-255-000	LIBRARY: DONATIONS PROGRAMS	(147.41)	(147.41)	18,000.00	18,147.41	(.82)
251-55120-282-000	LIBRARY: DONATIONS TECHNOLOGY	600.00	600.00	10,000.00	9,400.00	6.00
251-55120-290-000	LIBRARY: DONATIONS AUDIO VISUA	14.96	14.96	2,000.00	1,985.04	.75
251-55120-301-000	LIBRARY: DONATIONS SUPPLIES	3,363.76	3,363.76	2,000.00	(1,363.76)	168.19
	TOTAL LIBRARY - DONATION EXPENSES	6,653.62	6,653.62	42,650.00	35,996.38	15.60
<u>LIBRARY - PROGRAMS</u>						
251-55125-255-110	LIBRARY: PROGRAMS - ADULT	150.13	150.13	1,500.00	1,349.87	10.01
251-55125-255-210	LIBRARY: PROGRAMS - CHILDREN'S	143.52	143.52	3,000.00	2,856.48	4.78
251-55125-255-310	LIBRARY: PROGRAMS - TEEN	.00	.00	1,000.00	1,000.00	.00
	TOTAL LIBRARY - PROGRAMS	293.65	293.65	5,500.00	5,206.35	5.34
<u>LIBRARY - MATERIALS</u>						
251-55130-250-115	LIBRARY: BOOKS - ADULT	1,552.14	1,552.14	17,000.00	15,447.86	9.13
251-55130-250-120	LIBRARY: BOOKS - ADULT LG PRNT	517.16	517.16	3,420.00	2,902.84	15.12
251-55130-250-215	LIBRARY: BOOKS - CHILDRENS	3,293.86	3,293.86	16,000.00	12,706.14	20.59
251-55130-250-315	LIBRARY: BOOKS - TEEN	10.44	10.44	3,175.00	3,164.56	.33
251-55130-250-410	LIBRARY: BOOKS - MAG & NEWSPAP	2,991.58	2,991.58	4,750.00	1,758.42	62.98
	TOTAL LIBRARY - MATERIALS	8,365.18	8,365.18	44,345.00	35,979.82	18.86
<u>LIBRARY - AUDIO VISUAL</u>						
251-55135-290-125	LIBRARY: A/V - ADULT MOVIES	135.77	135.77	2,500.00	2,364.23	5.43
251-55135-290-130	LIBRARY: A/V - ADULT AUDIO BKS	50.00	50.00	500.00	450.00	10.00
251-55135-290-135	LIBRARY: A/V - ADULT MUSIC	41.16	41.16	750.00	708.84	5.49
251-55135-290-220	LIBRARY: A/V - CHILDRENS MOVIE	4.69	4.69	1,701.00	1,696.31	.28
251-55135-290-225	LIBRARY: A/V - CHILD AUDIO BKS	.00	.00	854.00	854.00	.00
251-55135-290-320	LIBRARY: A/V - TEEN MOVIES	.00	.00	468.00	468.00	.00
251-55135-290-325	LIBRARY: A/V - TEEN AUDIO BKS	(76.20)	(76.20)	.00	76.20	.00
251-55135-290-420	LIBRARY: A/V - VIDEO GAMES	.00	.00	900.00	900.00	.00
251-55135-290-510	LIBRARY: A/V - E-BOOKS/E-RESRC	3,830.52	3,830.52	8,503.00	4,672.48	45.05
	TOTAL LIBRARY - AUDIO VISUAL	3,985.94	3,985.94	16,176.00	12,190.06	24.64
	TOTAL FUND EXPENDITURES	200,461.84	200,461.84	824,116.26	623,654.42	24.32

CITY OF WAUPACA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2023

FUND 251 - LIBRARY FUND

	PERIOD PERIOD	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
NET REVENUES OVER EXPENDITURES	161,296.60	161,296.60	(.26)	161,296.86	100.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-43215-000-000 FEDERAL: LIBRARY GRANTS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unearned .00	
251-43720-000-000 COUNTY AID: LIBRARY WAUPACA CO					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 408,286.00-	Unearned 408,286.00	
251-43725-000-000 COUNTY AID: LIBRARY WAUSHARA					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 14,466.00-	Unearned 14,466.00	
251-43730-000-000 COUNTY AID: LIBRARY PORTAGE					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 1,960.00-	Unearned 1,960.00	
251-43735-000-000 STATE GRANT: LIBRARY YOUTH					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unearned .00	
251-46710-000-000 FEES: LIBRARY COPIES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	946.32-
CR	1217007	COPIES LIBRARY DEPOSIT - LIBRARY 3/1/23		16.54-	
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 3/1/23			
CR	1217177	COPIES LIBRARY DEPOSIT - LIBRARY 3/2/23		28.44-	
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 3/2/23			
CR	1217178	COPIES LIBRARY DEPOSIT - LIBRARY 3/4/23		11.56-	
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 3/4/23			
CR	1217472	COPIES LIBRARY DEPOSIT - LIBRARY 3/6/23		130.24-	
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 3/6/23			
CR	1217742	COPIES LIBRARY DEPOSIT - LIBRARY 3/18/23		149.62-	
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 3/18/23			
CR	1217933	COPIES LIBRARY DEPOSIT - LIBRARY 3/25/23		147.49-	
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 3/25/23			
		03/31/2023 (03/23) Period Totals and Balance	.00 *	483.89- *	1,430.21-
YTD Encumbrance	.00	YTD Actual 1,430.21- Total 1,430.21-	YTD Budget 6,000.00-	Unearned 4,569.79	
251-46715-000-000 FEES: LIBRARY POSTAGE					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unearned .00	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-46720-000-000 FEES: LIBRARY PROGRAMS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unearned .00	
251-46725-000-000 FEES: LIBRARY OVERDUE FEES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	35.61-
CR	1216977	FINES LIBRARY DEPOSIT - LIBRARY 2/28/23 Description: FINES LIBRARY DEPOSIT - LIBRARY 2/28/23		29.76-	
CR	1216977	FINES LIBRARY DEPOSIT - LIBRARY 2/28/23 Description: FINES LIBRARY DEPOSIT - LIBRARY 2/28/23		25.00-	
CR	1217742	FINES LIBRARY DEPOSIT - LIBRARY 3/18/23 Description: FINES LIBRARY DEPOSIT - LIBRARY 3/18/23		5.00-	
		03/31/2023 (03/23) Period Totals and Balance	.00 *	59.76- *	95.37-
YTD Encumbrance	.00	YTD Actual 95.37- Total 95.37-	YTD Budget 95.37-	Unearned .00	95.37-
251-46730-000-000 FEES: LIBRARY COLLECTION AGCY					
		02/28/2023 (02/23) Balance	.00 *	.00 *	98.35
AP	130	UNIQUE MANAGEMENT SERVICES, INC. **VendorNo: 1943 **Inv. No: 6110387 **Desc: COLLECTIONS SERVICES (1) - FEBRUARY **Inv. Date: 3/1/2023	9.85		
CR	1217472	COLLECTIONS - LIBRARY 3/6/23 Description: COLLECTIONS - LIBRARY 3/6/23		10.00-	
		03/31/2023 (03/23) Period Totals and Balance	9.85 *	10.00- *	98.20
YTD Encumbrance	.00	YTD Actual 98.20 Total 98.20	YTD Budget 98.20	Unearned 100.00-	198.20
251-46735-000-000 FEES: LIBRARY MATERIAL REPLACE					
		02/28/2023 (02/23) Balance	.00 *	.00 *	578.66-
AP	47	LIBRARY REFUNDS - ADD REMITTANCES! **VendorNo: 2015625 **Inv. No: ONLINE010520230000044-47 **Desc: RETURNED ITEMS (31389017501842, 31389016715294, 31389020769527, 31389024708935) **Inv. Date: 1/5/2023	54.00		
AP	67	NEW LONDON PUBLIC LIBRARY **VendorNo: 1362 **Inv. No: OWWAU030120230000004 **Desc: LOST BOOK 31389020677944 **Inv. Date: 3/2/2023	14.99		
AP	248	COLEMAN-POUND BRANCH LIBRARY **VendorNo: 2565 **Inv. No: OWWAU030620230000004 **Desc: PAYMENT FOR #38013000370956 **Inv. Date: 3/6/2023	27.00		
CR	1216977	MATERIAL REPL LIB DEPOSIT - LIBRARY 2/28/23 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 2/28/23		23.00-	
CR	1217007	MATERIAL REPL LIB DEPOSIT - LIBRARY 3/1/23 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 3/1/23		32.99-	
CR	1217177	MATERIAL REPL LIB DEPOSIT - LIBRARY 3/2/23 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 3/2/23		7.00-	
CR	1217472	MATERIAL REPL LIB DEPOSIT - LIBRARY 3/6/23 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 3/6/23		33.00-	
CR	1217742	MATERIAL REPL LIB DEPOSIT - LIBRARY 3/18/23 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 3/18/23		23.00-	
CR	1217933	MATERIAL REPL LIB DEPOSIT - LIBRARY 3/25/23 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 3/25/23		215.07-	
		03/31/2023 (03/23) Period Totals and Balance	95.99 *	334.06- *	816.73-
YTD Encumbrance	.00	YTD Actual 816.73- Total 816.73-	YTD Budget 816.73-	Unearned 3,500.00-	2,683.27

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-48215-000-000 RENT: MEETING ROOMS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	250.00-
CR	1217007	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3/1/23		100.00-	
		Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3/1/23			
CR	1217472	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3/6/23		85.00-	
		Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3/6/23			
CR	1217933	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3/25/23		50.00-	
		Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3/25/23			
		03/31/2023 (03/23) Period Totals and Balance	.00 *	235.00- *	485.00-
YTD Encumbrance	.00	YTD Actual	485.00- Total	485.00- YTD Budget	500.00- Unearned
251-48310-000-000 SALES: SALE OF PROPERTY/EQUIP					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	100.00- Unearned
251-48451-000-000 INSURANCE CLAIMS LIBRARY					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned
251-48510-000-000 MISC REV: REBATES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned
251-48550-000-000 DONATIONS: LIBRARY					
		02/28/2023 (02/23) Balance	.00 *	.00 *	7,013.79-
CR	1216977	DONATION- - LIBRARY 2/28/23		2,788.00-	
		Description: DONATION- - LIBRARY 2/28/23			
CR	1217472	DONATION- - LIBRARY 3/6/23		60.00-	
		Description: DONATION- - LIBRARY 3/6/23			
CR	1217742	DONATION- - LIBRARY 3/18/23		103.56-	
		Description: DONATION- - LIBRARY 3/18/23			
CR	1217742	DONATION- - LIBRARY 3/18/23		22.42-	
		Description: DONATION- - LIBRARY 3/18/23			
CR	1217742	DONATION- - LIBRARY 3/18/23		14.96-	
		Description: DONATION- - LIBRARY 3/18/23			
CR	1217742	DONATION- - LIBRARY 3/18/23		1,353.60-	
		Description: DONATION- - LIBRARY 3/18/23			
CR	1217742	DONATION- - LIBRARY 3/18/23		600.00-	
		Description: DONATION- - LIBRARY 3/18/23			
CR	1217742	DONATION- - LIBRARY 3/18/23		212.76-	
		Description: DONATION- - LIBRARY 3/18/23			
CR	1217742	DONATION- - LIBRARY 3/18/23		201.24-	
		Description: DONATION- - LIBRARY 3/18/23			
CR	1217933	DONATION- - LIBRARY 3/25/23		105.00-	
		Description: DONATION- - LIBRARY 3/25/23			
		03/31/2023 (03/23) Period Totals and Balance	.00 *	5,461.54- *	12,475.33-
YTD Encumbrance	.00	YTD Actual	12,475.33- Total	12,475.33- YTD Budget	42,650.00- Unearned

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-48550-000-000 DONATIONS: LIBRARY (continued)					
251-48900-000-000 OTHER: REVENUE MISCELLANEOUS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
251-49210-000-000 TRANSFER FROM GENERAL FUND					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
JE	5	2022 TAX LEVY ALLOCATION - LIBRARY FUND		346,554.00-	
		03/31/2023 (03/23) Period Totals and Balance	.00 *	346,554.00- *	346,554.00-
YTD Encumbrance	.00	YTD Actual	346,554.00-	Total	346,554.00-
		YTD Budget	346,554.00-	Unearned	.00
251-49300-000-000 FUND BALANCES APPLIED					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
251-55111-101-000 LIBRARY: SALARIES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
251-55111-102-000 LIBRARY: WAGES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	52,468.85
JE	1	REALLOCATE PAYROLL PATSY SERVEY TO LIBRARY FUND	7,118.65		
PC	95	PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	16,237.94		
PC	177	PAYROLL TRANS FOR 3/26/2023 PAY PERIOD	14,740.00		
		03/31/2023 (03/23) Period Totals and Balance	38,096.59 *	.00 *	90,565.44
YTD Encumbrance	.00	YTD Actual	90,565.44	Total	90,565.44
		YTD Budget	380,957.00	Unexpended	290,391.56
251-55111-103-000 LIBRARY: OVERTIME					
		02/28/2023 (02/23) Balance	.00 *	.00 *	72.90
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	72.90
YTD Encumbrance	.00	YTD Actual	72.90	Total	72.90
		YTD Budget	.00	Unexpended	72.90-
251-55111-105-000 LIBRARY: CALL-IN PAY					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
251-55111-106-000 LIBRARY: HOLIDAY PAY					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55111-107-000 LIBRARY: SICK PAY					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
251-55111-108-000 LIBRARY: VACATION PAY					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
251-55111-109-000 LIBRARY: FUNERAL LEAVE					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
251-55111-118-000 LIBRARY: SOCIAL SECURITY					
		02/28/2023 (02/23) Balance	.00 *	.00 *	4,172.09
JE	1	REALLOCATE PAYROLL PATSY SERVEY TO LIBRARY FUND	595.46		
PB	152	PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	1,207.67		
PB	337	PAYROLL TRANS FOR 3/26/2023 PAY PERIOD	1,127.61		
		03/31/2023 (03/23) Period Totals and Balance	2,930.74 *	.00 *	7,102.83
YTD Encumbrance	.00	YTD Actual 7,102.83 Total 7,102.83	YTD Budget 24,823.00	Unexpended 17,720.17	
251-55111-119-000 LIBRARY: RETIREMENT (R)					
		02/28/2023 (02/23) Balance	.00 *	.00 *	5,215.66
PB	150	PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	1,208.53		
PB	336	PAYROLL TRANS FOR 3/26/2023 PAY PERIOD	1,096.78		
		03/31/2023 (03/23) Period Totals and Balance	2,305.31 *	.00 *	7,520.97
YTD Encumbrance	.00	YTD Actual 7,520.97 Total 7,520.97	YTD Budget 23,337.00	Unexpended 15,816.03	
251-55111-121-000 LIBRARY: GRP HLTH INS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	13,575.36
PB	148	PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	2,664.60		
PC	97	PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	208.34		
		03/31/2023 (03/23) Period Totals and Balance	2,872.94 *	.00 *	16,448.30
YTD Encumbrance	.00	YTD Actual 16,448.30 Total 16,448.30	YTD Budget 70,261.00	Unexpended 53,812.70	
251-55111-122-000 LIBRARY: LIFE INS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	254.34
JE	1	REALLOCATE PAYROLL PATSY SERVEY TO LIBRARY FUND	43.80		
PB	149	PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	63.88		
		03/31/2023 (03/23) Period Totals and Balance	107.68 *	.00 *	362.02
YTD Encumbrance	.00	YTD Actual 362.02 Total 362.02	YTD Budget 1,255.40	Unexpended 893.38	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55111-123-000 LIBRARY: INC PROTECT					
		02/28/2023 (02/23) Balance	.00 *	.00 *	257.90
JE		1 REALLOCATE PAYROLL PATSY SERVEY TO LIBRARY FUND	36.97		
PB		151 PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	61.59		
		03/31/2023 (03/23) Period Totals and Balance	98.56 *	.00 *	356.46
YTD Encumbrance	.00	YTD Actual 356.46 Total 356.46	YTD Budget 1,931.00	Unexpended 1,574.54	
251-55111-124-000 LIBRARY: WORK COMP					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 1,035.86	Unexpended 1,035.86	
251-55111-125-000 LIBRARY: HLTH INS DEDUCTIB					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 6,000.00	Unexpended 6,000.00	
251-55111-126-000 LIBRARY: DEF COMP HLTH					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
251-55111-129-000 LIBRARY: UNEMPLOYMENT					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
251-55111-130-000 LIBRARY: WELLNESS/EAP PROGRAM					
		02/28/2023 (02/23) Balance	.00 *	.00 *	276.50
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	276.50
YTD Encumbrance	.00	YTD Actual 276.50 Total 276.50	YTD Budget 748.00	Unexpended 471.50	
251-55112-104-000 LIBRARY: PT WAGES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	16,960.55
JE		3 LIBRARY: PT WAGES	571.10		
		PAYROLL RECLASS WRS CASELLE GLITCH			
PC		96 PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	4,249.92		
PC		178 PAYROLL TRANS FOR 3/26/2023 PAY PERIOD	4,040.22		
		03/31/2023 (03/23) Period Totals and Balance	8,861.24 *	.00 *	25,821.79
YTD Encumbrance	.00	YTD Actual 25,821.79 Total 25,821.79	YTD Budget 121,788.00	Unexpended 95,966.21	
251-55112-110-000 LIBRARY: PTO					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55112-116-000 LIBRARY: PT RETIRE					
		02/28/2023 (02/23) Balance	.00 *	.00 *	611.56
PB	156	PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	114.52		
PB	340	PAYROLL TRANS FOR 3/26/2023 PAY PERIOD	98.79		
		03/31/2023 (03/23) Period Totals and Balance	213.31 *	.00 *	824.87
YTD Encumbrance	.00	YTD Actual 824.87 Total 824.87	YTD Budget 4,932.00	Unexpended 4,107.13	
251-55112-118-000 LIBRARY: SOCIAL SECURITY					
		02/28/2023 (02/23) Balance	.00 *	.00 *	1,450.17
PB	153	PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	317.42		
PB	338	PAYROLL TRANS FOR 3/26/2023 PAY PERIOD	309.10		
		03/31/2023 (03/23) Period Totals and Balance	626.52 *	.00 *	2,076.69
YTD Encumbrance	.00	YTD Actual 2,076.69 Total 2,076.69	YTD Budget 10,362.00	Unexpended 8,285.31	
251-55112-122-000 LIBRARY: LIFE INS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	178.66
PB	154	PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	34.58		
		03/31/2023 (03/23) Period Totals and Balance	34.58 *	.00 *	213.24
YTD Encumbrance	.00	YTD Actual 213.24 Total 213.24	YTD Budget 600.00	Unexpended 386.76	
251-55112-123-000 LIBRARY: INC PROTECT					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
251-55115-201-000 LIBRARY: TRAVEL					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 4,000.00	Unexpended 4,000.00	
251-55115-206-000 LIBRARY: TELEPHONE					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
251-55115-207-000 LIBRARY: MAINT OF EQUIP					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 6,000.00	Unexpended 6,000.00	
251-55115-209-000 LIBRARY: INS & BONDING					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 1,000.00	Unexpended 1,000.00	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55115-211-000 LIBRARY: CONTRACT SERVICES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	241.16
AP	13	OFFICE TECHNOLOGY GROUP	115.15		
		**VendorNo: 1406 **Inv. No: 282538-1 **Desc: LIBRARY COPIER MAINTENANCE **Inv. Date: 2/20/2023			
AP	122	OFFICE TECHNOLOGY GROUP	208.58		
		**VendorNo: 1406 **Inv. No: 5024084588 **Desc: OFFICE COPIER LEASE AGRMT - LIBRARY **Inv. Date: 2/25/2023			
		03/31/2023 (03/23) Period Totals and Balance	323.73 *	.00 *	564.89
YTD Encumbrance	.00	YTD Actual	564.89	Total	564.89
		YTD Budget	6,500.00	Unexpended	5,935.11
251-55115-215-000 LIBRARY: MOVIE LICENSE					
		02/28/2023 (02/23) Balance	.00 *	.00 *	300.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	300.00
YTD Encumbrance	.00	YTD Actual	300.00	Total	300.00
		YTD Budget	.00	Unexpended	300.00-
251-55115-216-000 LIBRARY: POSTAGE					
		02/28/2023 (02/23) Balance	.00 *	.00 *	78.29
JE	2	LIBRARY	77.87		
		03/31/2023 (03/23) Period Totals and Balance	77.87 *	.00 *	156.16
YTD Encumbrance	.00	YTD Actual	156.16	Total	156.16
		YTD Budget	1,000.00	Unexpended	843.84
251-55115-217-000 LIBRARY: MEMBERSHIP & DUES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	1,200.00	Unexpended	1,200.00
251-55115-218-000 LIBRARY: OWLS MEMBERSHIP					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
AP	124	OUTAGAMIE WAUPACA LIBRARY	27,591.00		
		**VendorNo: 1427 **Inv. No: 4137 **Desc: ANNUAL OWLSNET MEMBERSHIP FEE **Inv. Date: 3/7/2023			
		03/31/2023 (03/23) Period Totals and Balance	27,591.00 *	.00 *	27,591.00
YTD Encumbrance	.00	YTD Actual	27,591.00	Total	27,591.00
		YTD Budget	27,591.00	Unexpended	.00
251-55115-253-000 LIBRARY: PROMOTIONAL MATERIALS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	650.00	Unexpended	650.00
251-55115-282-000 LIBRARY: TECHNOLOGY					
		02/28/2023 (02/23) Balance	.00 *	.00 *	997.54-
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	997.54-
YTD Encumbrance	.00	YTD Actual	997.54-	Total	997.54-
		YTD Budget	11,974.00	Unexpended	12,971.54

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55115-301-000 LIBRARY: SUPPLIES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	794.26
AP	39	BIBLIOTHECA LLC	1,020.96		
		**VendorNo: 2485 **Inv. No: US62498 **Desc: RFID TAGS AND FREIGHT (2 ROLLS OF 2000) **Inv. Date: 2/15/2023			
AP	123	OUTAGAMIE WAUPACA LIBRARY	91.71		
		**VendorNo: 1427 **Inv. No: 4110 **Desc: ITEM BARCODES (1,000) **Inv. Date: 2/22/2023			
		03/31/2023 (03/23) Period Totals and Balance	1,112.67 *	.00 *	1,906.93
YTD Encumbrance	.00	YTD Actual 1,906.93 Total 1,906.93	YTD Budget 7,500.00	Unexpended 5,593.07	
251-55115-320-000 LIBRARY: BUILDING EXPENSES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
251-55120-104-000 LIBRARY: DONATIONS PT WAGES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	1,893.75
PC	98	PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	347.70		
PC	179	PAYROLL TRANS FOR 3/26/2023 PAY PERIOD	347.70		
		03/31/2023 (03/23) Period Totals and Balance	695.40 *	.00 *	2,589.15
YTD Encumbrance	.00	YTD Actual 2,589.15 Total 2,589.15	YTD Budget 8,000.00	Unexpended 5,410.85	
251-55120-118-000 LIBRARY: DONATIONS SOCIAL SEC					
		02/28/2023 (02/23) Balance	.00 *	.00 *	157.54
PB	155	PAYROLL TRANS FOR 3/12/2023 PAY PERIOD	26.60		
PB	339	PAYROLL TRANS FOR 3/26/2023 PAY PERIOD	26.60		
		03/31/2023 (03/23) Period Totals and Balance	53.20 *	.00 *	210.74
YTD Encumbrance	.00	YTD Actual 210.74 Total 210.74	YTD Budget 650.00	Unexpended 439.26	
251-55120-250-000 LIBRARY: DONATIONS MATERIALS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	22.42
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	22.42
YTD Encumbrance	.00	YTD Actual 22.42 Total 22.42	YTD Budget 2,000.00	Unexpended 1,977.58	
251-55120-255-000 LIBRARY: DONATIONS PROGRAMS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	147.41-
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	147.41-
YTD Encumbrance	.00	YTD Actual 147.41- Total 147.41-	YTD Budget 18,000.00	Unexpended 18,147.41	
251-55120-282-000 LIBRARY: DONATIONS TECHNOLOGY					
		02/28/2023 (02/23) Balance	.00 *	.00 *	600.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	600.00
YTD Encumbrance	.00	YTD Actual 600.00 Total 600.00	YTD Budget 10,000.00	Unexpended 9,400.00	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55120-290-000 LIBRARY: DONATIONS AUDIO VISUA					
		02/28/2023 (02/23) Balance	.00 *	.00 *	14.96
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	14.96
YTD Encumbrance	.00	YTD Actual	14.96	Total	14.96
YTD Budget	2,000.00	Unexpended	1,985.04		
251-55120-301-000 LIBRARY: DONATIONS SUPPLIES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	3,363.76
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	3,363.76
YTD Encumbrance	.00	YTD Actual	3,363.76	Total	3,363.76
YTD Budget	2,000.00	Unexpended	1,363.76-		
251-55125-255-000 LIBRARY: PROGRAMS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
YTD Budget	.00	Unexpended	.00		
251-55125-255-110 LIBRARY: PROGRAMS - ADULT					
		02/28/2023 (02/23) Balance	.00 *	.00 *	150.13
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	150.13
YTD Encumbrance	.00	YTD Actual	150.13	Total	150.13
YTD Budget	1,500.00	Unexpended	1,349.87		
251-55125-255-210 LIBRARY: PROGRAMS - CHILDREN'S					
		02/28/2023 (02/23) Balance	.00 *	.00 *	143.52
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	143.52
YTD Encumbrance	.00	YTD Actual	143.52	Total	143.52
YTD Budget	3,000.00	Unexpended	2,856.48		
251-55125-255-310 LIBRARY: PROGRAMS - TEEN					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
YTD Budget	1,000.00	Unexpended	1,000.00		
251-55130-250-000 LIBRARY: BOOKS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
YTD Budget	.00	Unexpended	.00		
251-55130-250-115 LIBRARY: BOOKS - ADULT					
		02/28/2023 (02/23) Balance	.00 *	.00 *	1,358.10
AP	119	MARIS ASSOCIATES	194.04		
		**VendorNo: 1173 **Inv. No: 92 **Desc: ADULT NONFICTION **Inv. Date: 1/31/2023			
		03/31/2023 (03/23) Period Totals and Balance	194.04 *	.00 *	1,552.14
YTD Encumbrance	.00	YTD Actual	1,552.14	Total	1,552.14
YTD Budget	17,000.00	Unexpended	15,447.86		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55130-250-120 LIBRARY: BOOKS - ADULT LG PRNT					
	02/28/2023 (02/23)	Balance	.00 *	.00 *	517.16
	03/31/2023 (03/23)	Period Totals and Balance	.00 *	.00 *	517.16
YTD Encumbrance	.00	YTD Actual	517.16	Total	517.16
		YTD Budget	3,420.00	Unexpended	2,902.84
251-55130-250-215 LIBRARY: BOOKS - CHILDRENS					
	02/28/2023 (02/23)	Balance	.00 *	.00 *	3,293.86
	03/31/2023 (03/23)	Period Totals and Balance	.00 *	.00 *	3,293.86
YTD Encumbrance	.00	YTD Actual	3,293.86	Total	3,293.86
		YTD Budget	16,000.00	Unexpended	12,706.14
251-55130-250-315 LIBRARY: BOOKS - TEEN					
	02/28/2023 (02/23)	Balance	.00 *	.00 *	10.44
	03/31/2023 (03/23)	Period Totals and Balance	.00 *	.00 *	10.44
YTD Encumbrance	.00	YTD Actual	10.44	Total	10.44
		YTD Budget	3,175.00	Unexpended	3,164.56
251-55130-250-410 LIBRARY: BOOKS - MAG & NEWSPAP					
	02/28/2023 (02/23)	Balance	.00 *	.00 *	2,991.58
	03/31/2023 (03/23)	Period Totals and Balance	.00 *	.00 *	2,991.58
YTD Encumbrance	.00	YTD Actual	2,991.58	Total	2,991.58
		YTD Budget	4,750.00	Unexpended	1,758.42
251-55130-250-610 LIBRARY: BOOKS - MATERIAL REPL					
	02/28/2023 (02/23)	Balance	.00 *	.00 *	.00
	03/31/2023 (03/23)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
251-55135-290-000 LIBRARY: AUDIO/VISUAL					
	02/28/2023 (02/23)	Balance	.00 *	.00 *	.00
	03/31/2023 (03/23)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
251-55135-290-125 LIBRARY: A/V - ADULT MOVIES					
	02/28/2023 (02/23)	Balance	.00 *	.00 *	135.77
	03/31/2023 (03/23)	Period Totals and Balance	.00 *	.00 *	135.77
YTD Encumbrance	.00	YTD Actual	135.77	Total	135.77
		YTD Budget	2,500.00	Unexpended	2,364.23
251-55135-290-130 LIBRARY: A/V - ADULT AUDIO BKS					
	02/28/2023 (02/23)	Balance	.00 *	.00 *	50.00
	03/31/2023 (03/23)	Period Totals and Balance	.00 *	.00 *	50.00
YTD Encumbrance	.00	YTD Actual	50.00	Total	50.00
		YTD Budget	500.00	Unexpended	450.00
251-55135-290-135 LIBRARY: A/V - ADULT MUSIC					
	02/28/2023 (02/23)	Balance	.00 *	.00 *	41.16
	03/31/2023 (03/23)	Period Totals and Balance	.00 *	.00 *	41.16
YTD Encumbrance	.00	YTD Actual	41.16	Total	41.16
		YTD Budget	750.00	Unexpended	708.84

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55135-290-220 LIBRARY: A/V - CHILDRENS MOVIE					
		02/28/2023 (02/23) Balance	.00 *	.00 *	4.69
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	4.69
YTD Encumbrance	.00	YTD Actual 4.69 Total 4.69	YTD Budget 1,701.00	Unexpended 1,696.31	
251-55135-290-225 LIBRARY: A/V - CHILD AUDIO BKS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 854.00	Unexpended 854.00	
251-55135-290-230 LIBRARY: A/V - CHILDRENS MUSIC					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
251-55135-290-320 LIBRARY: A/V - TEEN MOVIES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 468.00	Unexpended 468.00	
251-55135-290-325 LIBRARY: A/V - TEEN AUDIO BKS					
		02/28/2023 (02/23) Balance	.00 *	.00 *	76.20-
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	76.20-
YTD Encumbrance	.00	YTD Actual 76.20- Total 76.20-	YTD Budget .00	Unexpended 76.20	
251-55135-290-420 LIBRARY: A/V - VIDEO GAMES					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 900.00	Unexpended 900.00	
251-55135-290-510 LIBRARY: A/V - E-BOOKS/E-RESRC					
		02/28/2023 (02/23) Balance	.00 *	.00 *	3,830.52
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	3,830.52
YTD Encumbrance	.00	YTD Actual 3,830.52 Total 3,830.52	YTD Budget 8,503.00	Unexpended 4,672.48	
251-55135-290-610 LIBRARY: A/V - MATERIAL REPL					
		02/28/2023 (02/23) Balance	.00 *	.00 *	.00
		03/31/2023 (03/23) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
Number of transactions: 67 Number of accounts: 86			Debit	Credit	Proof
Grand Totals:			86,301.22	353,138.25-	266,837.03-

Exhibit Room Report

Respectfully Submitted by Liz Kneer, Exhibit Room Coordinator

Exhibit Room Agenda April 2023

Our Exhibit Room Committee met on April 4 at 11a, after we installed the Waupaca Rotary exhibit. We discussed programming ideas for our summer exhibits and added an exhibit on quilts to our calendar.

Progress continues on our Exhibit Room remodel project. The furniture arrived and looks great! We removed all the old, wood tables and chairs; we are temporarily holding on to our old couch and chairs to see if we have a use for them, otherwise we will sell them. The rail system also arrived and was installed in time for our Rotary exhibit. We are working through the typical 'remodeling pains' to figure out how to handle the transition where the rail meets the carpet on the walls but came up with a good solution to use wood trim to cover the gap. There is definitely an under construction look to our space right now, but signage explains our project. Jake, our new facilities superintendent, along with Roger from the city, have been wonderful to work with on this project; they installed the rail system, helped with furniture delivery and removal, and have been flexible and patient throughout the entire process. Our library staff has been a huge help moving items, answering questions and putting up with the traffic and noise from the renovation. We are still on track to have everything completed in time for the Summer Learning Program exhibit in June.

ON EXHIBIT:

Youth Art Month (February 13, 2023-March 31, 2023)

Youth Art Month (YAM) was taken down on April 4, and all artwork was packed up and returned to the School District of Waupaca art teachers. This exhibit was a huge success and speaks to the importance of collaborative efforts that draw new visitors to our library. 2584 people visited the exhibit in March, with a total of 3831 visitors for the exhibit. Looking back at visits from 2018 and 2019, this exceeds previous YAM exhibit attendance by over 1500.

Again this year we provided an online exhibit in addition to the in person exhibit: <https://lizkneer.wixsite.com/yam2023> Only 34 visitors, primarily from Wisconsin, but some from Illinois, Virginia, Georgia and Indiana. One interesting insight was to see that most visitors accessed the online exhibit through our library website. This website takes quite a bit of time to put together, so with low numbers this year, we will discuss if it is worth the time investment, especially since we are seeing such great numbers for in person visits.



Programs in conjunction with Youth Art Month were also hugely successful. Our fantastic partners at the Waupaca Arts Hub provided drop-in art programming after the Children's Department 10a storytime every Wednesday during the exhibit. Conversations are already in the works on how we can continue this important enrichment programming for young patrons and their caregivers. In total, 579 people attended programs during Youth Art Month.

The 2023 Community Art Project, 'Woven All Together', has moved upstairs, but we filled two panels while it was in the Exhibit Room! We appreciate this collaboration with the Waupaca Community Arts Board-look for our addition to the project at Arts on the Square in August.

UPCOMING EXHIBIT:

30 Years of Waupaca Rotary: 30 Years & Just Getting Started (April 10, 2023-May 26, 2023)

Rotary has deep roots in Waupaca, and we are excited to help them highlight their contributions to our community (and the world!) with an exhibit celebrating their 30th anniversary. Rotarians helped install the exhibit alongside our Exhibit Room Committee members; the exhibit opened on April 10.

Rotary will host a private reception for their members on April 26 from 5.30-7.30p in the Exhibit Room. They will serve appetizers and drinks; the permit has been approved by the City of Waupaca for this. We are always mindful that we are adjacent to the Children's Department (especially for receptions where alcohol is served) so we will have signage and online marketing explaining that the space is closed to the public for the evening.

Rotary will also host a series of Wednesday evenings in the Exhibit Room to highlight committees and projects.

Summer Learning Program Exhibit: All Together Now/Citizen Science (June 3, 2023-August 5, 2023)

We have started meeting internally to discuss ideas and programs for the Summer Learning Program-this summer will be jam packed with wonderful opportunities for us to connect with our community in our building as well out and about in Waupaca.

Our exhibit to kick off the summer will be twofold: prairies and solar energy. Both lend themselves extremely well to citizen science and hands-on activities that we can provide through programming and kits.

Hidden Prairie is traveling to us from the University of Nebraska State Museum-we will be the first location to host the exhibit! Chris Helzer, The Nature Conservancy's Director of Science in Nebraska, put together an amazing collection of his photographs that tell the story of one square meter of prairie over a year. This exhibit will have high quality, hands on pieces that will engage our younger visitors while educating all that stop in.

<https://museum.unl.edu/exhibits/exhibits/hidden-prairie.html>

<https://prairieecologist.com/2021/10/18/you-guys-i-have-a-museum-exhibit/>

The City of Waupaca applied for a grant to put solar panels on our City Hall/Library building, and asked that the Exhibit Room host an exhibit to educate our community on the project as part of the submission. The application was successful and panels will be installed this summer. I am working with Midwest Renewable Energy Association (MREA) and Northwinds Solar on pieces that will explain the solar process. Northwinds Solar is excited to provide programming to further educate our visitors on the system that is being installed.

2023 Schedule

- *Women*: December 10-January 28
- *Youth Art Month*: February 13-March 31
- *Waupaca Rotary: 30 Years & Just Getting Started*: April 10-May 26
- *Waupaca Solar Energy/Waupaca Prairie/Citizen Science (Summer Learning Program)*: June 3-August 5
- *Drake Hokanson photography*-August 12-October 21
- *Waupaca History 101 (digitized historic collection)*-October 28-December 9
- *Black History Month*: December 16-February

2024 Schedule

- *Black History Month*: December 16-February
- *Youth Art Month*: February 3-March 30
- *Ecuadorian Art (Manuel & Paulina)*: April/May
- *Summer Learning Program: Art*: June/July/August
- *Creative Power Collection/ WorkLife* (Artists with disabilities/Employment inclusion): Late August/September
- *Typewriters*-October/November
- *Quilts*-December/January



MARCH 2023 EXHIBIT ROOM VISITS

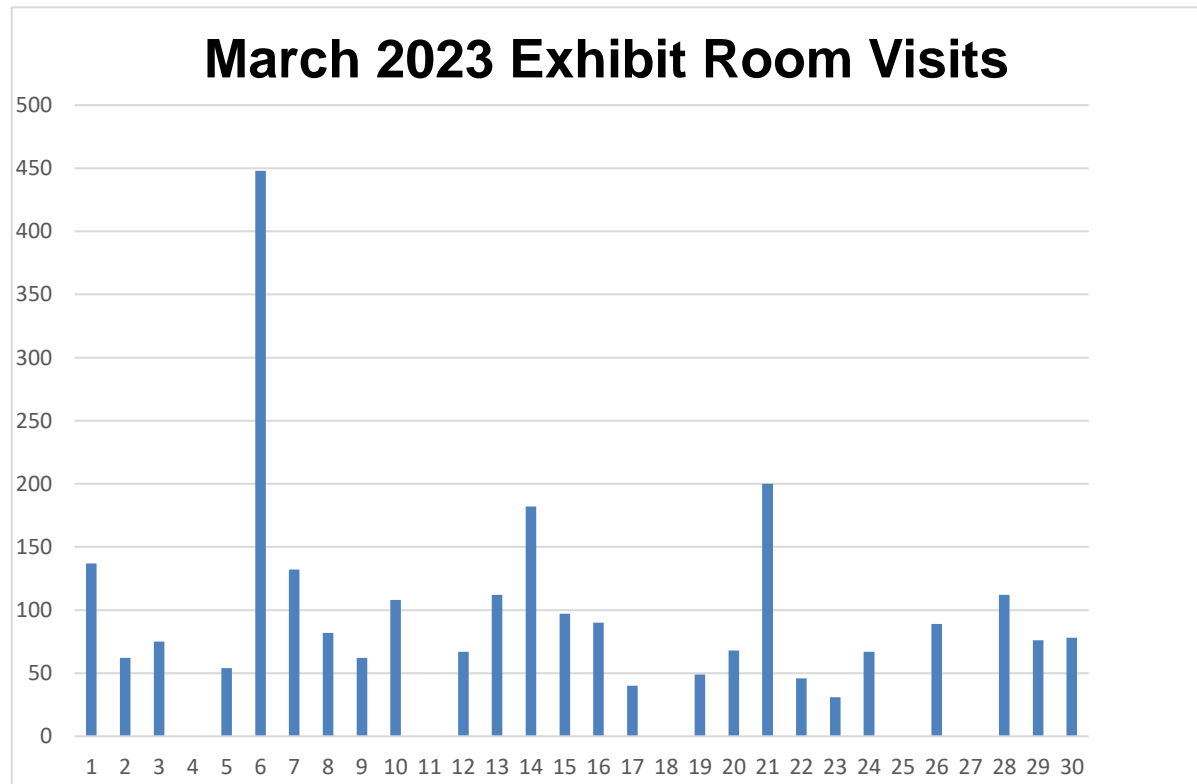
03/1/2023	Wednesday	56
03/2/2023	Thursday	137
03/3/2023	Friday	62
03/4/2023	Saturday	75
03/5/2023	Sunday	closed
03/6/2023	Monday	54
03/7/2023	Tuesday	448
03/8/2023	Wednesday	132
03/9/2023	Thursday	82
03/10/2023	Friday	62
03/11/2023	Saturday	108
03/12/2023	Sunday	closed
03/13/2023	Monday	67
03/14/2023	Tuesday	112
03/15/2023	Wednesday	182
03/16/2023	Thursday	97
03/17/2023	Friday	90
03/18/2023	Saturday	40
03/19/2023	Sunday	closed
03/20/2023	Monday	49
03/21/2023	Tuesday	68
03/22/2023	Wednesday	200
03/23/2023	Thursday	46
03/24/2023	Friday	31
03/25/2023	Saturday	67
03/26/2023	Sunday	closed
03/27/2023	Monday	89
03/28/2023	Tuesday	-
03/29/2023	Wednesday	112
03/30/2023	Thursday	76
03/31/2023	Friday	78
TOTAL		2564

NOTE: Count is taken each morning as door is unlocked. Two counts are subtracted for employee going in once in the morning to unlock/count and once in the afternoon to lock up.

Youth Art Month (February) = 1267

Youth Art Month (March) = 2564

Youth Art Month TOTAL = 3831



2023 Overdue Fees												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$0.05	\$25.00	\$5.00										\$30.05
2023 Running Total												
\$0.05	\$25.05	\$30.05	\$0.00	\$42.34	\$42.44	\$45.74	\$45.74	\$49.72	\$50.53	\$50.53	\$50.53	\$30.05
2022 Running Total												
\$38.99	\$57.94	\$73.19	\$73.79	\$96.95	\$107.10	\$107.10	\$107.22	\$114.19	\$116.29	\$116.29	\$116.29	\$116.29
2023 Copy Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$411.13	\$522.63	\$583.04										\$1,516.80
2022 Copy Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$269.21	\$520.91	\$767.83	\$456.17	\$476.71	\$609.97	\$427.05	\$557.49	\$554.96	\$376.07	\$371.22	\$385.50	\$5,773.09
2023 Meeting Room Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$110.00	\$140.00	\$255.00										\$505.00
2022 Meeting Room Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$0.00	\$0.00	\$0.00	\$50.00	\$110.00	\$125.00	\$370.00	\$156.80	\$80.90	\$75.00	\$120.00	\$60.00	\$1,147.70
2023 Material Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$257.90	\$480.71	\$314.06										\$1,052.67
-\$56.45	-\$71.00	-\$41.99										-\$169.44
\$201.45	\$409.71	\$272.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$883.23
2022 Material Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$95.00	\$131.94	\$134.92	\$138.27	\$165.94	\$237.77	\$433.36	\$177.12	\$140.05	\$351.90	\$211.13	\$111.12	\$2,328.52
2023 Donation Box												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$93.53	\$111.22	\$51.12										\$255.87
2022 Donation Box												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$21.19	\$73.70	\$23.55	\$90.48	\$31.54	\$55.31	\$94.28	\$31.21	\$76.63	\$13.68	\$34.07	\$21.87	\$567.51
					2023 WAIVED							
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total
\$34.10	\$ 14.55	\$ 436.10										\$484.75
					2022 WAIVED							
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total
\$192.65	\$ 3,709.30	\$ 2,089.40	\$ 53.15	\$ 75.22	\$ 464.30	\$ 53.50	\$ 65.40	\$ 52.65	\$ 264.60	\$ 14.60	\$ 6.40	\$7,041.17

2023 Reference Transactions

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	888	688	804										2,380
2022	718	712	822	599	593	740	711	844	764	640	611	512	8,266
2019	1,051	938	1,252	1,040	1,046	837	1,021	1,242	1,030	1,084	896	764	12,201

2023 Library Visits

Visits	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	6,152	6,111	8,152										20,415
2022	3,854	4,690	6,028	5,168	5,163	6,641	6,903	7,312	5,528	6,643	5,727	5,315	68,972
2019	9,026	8,275	10,259	9,983	9,136	10,737	12,868	11,052	9,279	10,439	8,349	7,737	117,140

2023 Internet Use

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023 wireless	585	636	783										2,004
2023 stations	488	422	584										1,494
2022 wireless	441	443	493	516	576	731	813	925	757	1,036	660	565	7,956
2022 stations	350	519	623	508	409	504	484	594	452	500	478	329	5,750
2019 wireless	1,193	1,117	1,322	1,209	1,550	1,837	2,009	1,768	1,499	1,368	1,236	1,122	17,230
2019 stations	1,192	1,100	1,337	1,171	1,262	1,404	1,656	1,597	1,218	1,435	1,158	1,003	15,533

2023 Curbside Pick-ups

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	60	40	44										144
2022	174	128	105	82	54	61	53	57	56	39	48	46	903
2021	1,412	1,355	488	252	183	116	90	88	63	837	181	178	5,243

2023 Volunteer Hours

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	4.5	2	2.5										9
2022	11	14	25	25	26	26	19	28	18	13.5	11.5	6	223
2021					20	32	45	54.75	41.25	0	14	10	217

Mar 2023 Interlibrary Lender/Borrower Statistics

Library	Code	YTD				YTD			
		Items Loaned	Items Borrowed	Net	Ratio	Items Loaned	Items Borrowed	Net	Ratio
Algoma	NKALG	1,739	1,193	546	1.46	4,761	3,150	1,611	1.51
Appleton	OOAPL	10,108	11,698	(1,590)	0.86	28,257	30,356	(2,099)	0.93
Baileys Harbor	NDBAI	823	437	386	1.88	2,141	1,299	842	1.65
Birnamwood	NSBIR	736	239	497	3.08	2,065	660	1,405	3.13
Black Creek	OOBCL	2,086	1,080	1,006	1.93	5,508	2,740	2,768	2.01
Bonduel	NSBON	422	874	(452)	0.48	1,020	2,319	(1,299)	0.44
Clintonville	OWCPL	2,901	1,170	1,731	2.48	7,719	3,063	4,656	2.52
Coleman	NMCOL	600	876	(276)	0.68	1,554	2,315	(761)	0.67
Crivitz	NMCRI	690	1,721	(1,031)	0.40	1,777	4,533	(2,756)	0.39
Egg Harbor	NDEGG	585	431	154	1.36	1,730	1,286	444	1.35
Ephraim	NDEPH	336	86	250	3.91	910	273	637	3.33
Fish Creek	NDFIS	328	434	(106)	0.76	895	1,197	(302)	0.75
Florence	NFFLO	531	435	96	1.22	1,462	1,233	229	1.19
Forestville	NDFOR	591	305	286	1.94	1,548	995	553	1.56
Fremont	OWFPL	835	458	377	1.82	2,391	1,356	1,035	1.76
Gillett	NOGIL	586	289	297	2.03	1,622	803	819	2.02
Goodman	NMGOO	97	297	(200)	0.33	270	749	(479)	0.36
Green Earth	NBON2	137	-	137	#DIV/0!	343	16	327	21.44
Hortonville	OOHPL	1,370	2,681	(1,311)	0.51	3,918	7,096	(3,178)	0.55
Iola	OWIVL	1,225	1,225	-	1.00	3,342	3,132	210	1.07
Kaukauna	OOKAU	2,372	3,340	(968)	0.71	6,522	9,222	(2,700)	0.71
Kewaunee	NKKEW	1,860	1,386	474	1.34	4,838	3,481	1,357	1.39
Kimberly	OOKIM	3,447	3,082	365	1.12	9,170	8,554	616	1.07
Lakewood	NOLAK	935	1,184	(249)	0.79	2,557	2,976	(419)	0.86
Lena	NOLEN	491	310	181	1.58	1,350	833	517	1.62
Little Chute	OOLIT	2,153	3,975	(1,822)	0.54	5,683	10,917	(5,234)	0.52
Manawa	OWMAN	929	842	87	1.10	2,726	2,853	(127)	0.96
Marinette	NMMRT	1,579	1,604	(25)	0.98	4,097	4,463	(366)	0.92
Marion	OWMAR	1,308	1,015	293	1.29	3,448	2,635	813	1.31
Mattoon	NSMAT	94	71	23	1.32	274	200	74	1.37
New London	OWNLP	1,787	1,553	234	1.15	4,587	4,455	132	1.03
NFLS	NFLS	-	17	(17)	0.00	-	37	(37)	0.00
Niagara	NMNIA	420	585	(165)	0.72	1,166	1,586	(420)	0.74
Oconto	NOOCO	1,081	805	276	1.34	2,832	2,116	716	1.34
Oconto Falls	NOOCF	1,300	844	456	1.54	3,701	2,232	1,469	1.66
Oneida	NBONE	650	136	514	4.78	1,728	269	1,459	6.42
OWLS	OWLS	6	16	(10)	0.38	13	22	(9)	0.59
Peshtigo	NMPES	365	552	(187)	0.66	944	1,545	(601)	0.61
Scandinavia	OWSCA	527	465	62	1.13	1,361	1,196	165	1.14
Seymour	OOSEY	1,726	1,563	163	1.10	4,853	4,285	568	1.13
Shawano	NSSHA	2,387	2,321	66	1.03	6,423	6,285	138	1.02
Shiocton	OOSHI	510	443	67	1.15	1,322	1,286	36	1.03
Sister Bay	NDSIS	1,069	1,130	(61)	0.95	3,104	3,204	(100)	0.97
Sturgeon Bay	NDSTR	2,624	2,636	(12)	1.00	7,289	7,256	33	1.00
Suring	NOSUR	599	651	(52)	0.92	1,497	1,795	(298)	0.83
Tigerton	NSTIG	227	396	(169)	0.57	664	1,320	(656)	0.50

Washington Island	NDWSH	355	310	45	1.15	856	883	(27)	0.97
Waupaca	OWWAU	3,183	3,400	(217)	0.94	8,453	9,710	(1,257)	0.87
Wausaukee	NMWAS	454	773	(319)	0.59	1,209	1,943	(734)	0.62
Weyauwega	OWWEY	1,001	710	291	1.41	2,794	2,179	615	1.28
Wittenberg	NSWIT	203	324	(121)	0.63	517	902	(385)	0.57
TOTAL		62,368	62,368	-	1.00	169,211	169,211	-	1.00

Loaned by	Borrowed by			Borrowed by		
NFLS libraries	NFLS libraries	OWLS libraries	Total	NFLS libraries	OWLS libraries	Total
	13,784	11,110	24,894	37,257	29,887	67,144
	9,852	27,622	37,474	26,875	75,192	102,067
Total	23,636	38,732	62,368	64,132	105,079	169,211

Net = Number of items loaned less number of items borrowed

Ratio = Number of items loaned for every item borrowed

Circulation Statistics 2023

Circulation Statistics 2023													
Waupaca 2023 Circulation													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D Total
2023 Downloads - ebooks	1,087	1,074	1,089										3,250
2022 Downloads - ebooks	1,294	1,051	1,140	1,083	972	928	1,048	1,045	952	934	896	897	12,240
2023 Downloads - Audio	1,126	1,077	1,199										3,402
2022 Downloads - Audio	947	825	958	925	1,000	938	959	1,016	993	1,018	1,035	995	11,609
2023 Downloads - Magazine	63	62	50										175
2022 Downloads - Magazine	54	66	65	73	46	44	40	51	54	36	56	48	633
2023 Downloads - Hoopla	259	246	278										783
2022 Downloads - Hoopla	100	97	97	126	122	140	137	136	161	199	204	191	1,710
Physical Items	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D Total
Renewals	2,277	2,402	2,897										7,576
Checkouts	9,898	9,245	11,439										30,582
Total Circulation w/renewals	12,175	11,647	14,336	0	0	0	0	0	0	0	0	0	38,158
2022 Totals	12,291	11,452	13,899	11,856	11,550	13,708	12,677	13,443	11,688	11,801	11,534	10,391	146,290
2021 Totals	9,022	9,378	13,370	12,438	10,886	15,065	14,457	14,620	12,541	10,378	11,388	11,245	144,788
2020 Totals	18,596	17,976	12,425	921	2,912	5,571	9,156	10,240	11,342	10,039	8,772	9,033	116,983
2019 Totals	20,220	18,209	19,553	19,132	17,879	18,950	22,417	19,669	18,082	20,765	18,075	16,330	229,281

Circ by Municipality						
Town/City/County	January	2023	February	2023	March	2023
Dayton	1,691	14%	1,499	13%	1,808	13%
Farmington	2,277	19%	2,133	18%	2,651	18%
Lind	386	3%	350	3%	489	3%
Waupaca (Town)	682	6%	869	7%	1,045	7%
Town Total	5,036	41%	4,851	42%	5,993	42%
Waupaca (City)	4,295	35%	3,974	34%	4,659	32%
Waushara County	357	3%	498	4%	509	4%
Portage County	995	8%	891	8%	1,033	7%
Other	1,492	12%	1,433	12%	2,142	15%
Total	12,175		11,647		14,336	

Monthly/YTD Circs and Renewals - March 2023

<u>Agency</u>	Current Month			YTD		
	<u>Circs</u>	<u>Renewals</u>	<u>Total</u>	<u>Circs</u>	<u>Renewals</u>	<u>Total</u>
Algoma	3,150	664	3,814	8,123	1,695	9,818
Appleton	47,134	13,435	60,569	126,288	36,516	162,804
Black Creek	2,739	850	3,589	7,385	2,182	9,567
Clintonville	4,280	672	4,952	11,397	1,826	13,223
Door Cty - Baileys Harbor	942	172	1,114	2,673	540	3,213
Door Cty - Egg Harbor	925	166	1,091	2,826	613	3,439
Door Cty - Ephraim	183	65	248	661	183	844
Door Cty - Fish Creek	609	99	708	1,612	345	1,957
Door Cty - Forestville	680	222	902	1,966	659	2,625
Door Cty - Sister Bay	2,672	676	3,348	7,923	2,055	9,978
Door Cty - Sturgeon Bay	8,074	1,819	9,893	21,634	4,921	26,555
Door Cty - Washington Island	827	216	1,043	2,151	502	2,653
Florence	1,012	135	1,147	2,582	426	3,008
Fremont	1,200	265	1,465	3,571	889	4,460
Gillett	567	150	717	1,681	393	2,074
Hortonville	5,553	1,651	7,204	14,291	4,479	18,770
Iola	2,028	549	2,577	5,634	1,530	7,164
Kaukauna	10,075	2,062	12,137	26,699	6,026	32,725
Kewaunee	2,903	953	3,856	8,091	2,467	10,558
Kimberly	8,519	2,430	10,949	24,889	6,954	31,843
Lakewood	2,653	597	3,250	7,219	1,711	8,930
Lena	673	124	797	1,732	339	2,071
Little Chute	10,253	2,938	13,191	27,011	7,616	34,627
Manawa	1,956	538	2,494	5,915	1,569	7,484
Marinette Cty - Coleman	1,928	412	2,340	4,709	1,257	5,966
Marinette Cty - Crivitz	2,847	677	3,524	6,858	1,849	8,707
Marinette Cty - Goodman	294	67	361	715	187	902
Marinette Cty - Marinette	4,149	971	5,120	11,405	2,632	14,037
Marinette Cty - Niagara	879	231	1,110	2,524	747	3,271
Marinette Cty - Peshtigo	1,167	245	1,412	3,079	722	3,801
Marinette Cty - Wausaukee	1,565	369	1,934	4,029	885	4,914
Marion	2,544	530	3,074	6,460	1,756	8,216
New London	4,733	825	5,558	12,288	2,324	14,612
Oconto	2,680	699	3,379	7,318	1,741	9,059
Oconto Falls	3,126	591	3,717	8,579	1,632	10,211
Oneida Tribal - Green Earth	23	0	23	63	13	76
Oneida Tribal - Oneida	423	67	490	744	139	883
Scandinavia	537	165	702	1,392	429	1,821
Seymour	2,824	965	3,789	8,350	2,620	10,970
Shawano Cty - Birnamwood	2,160	95	2,255	6,959	352	7,311
Shawano Cty - Bonduel	1,040	438	1,478	2,825	1,012	3,837
Shawano Cty - Mattoon	130	13	143	377	77	454
Shawano Cty - Shawano	8,597	1,624	10,221	24,103	4,841	28,944
Shawano Cty - Tigerton	642	194	836	2,262	464	2,726
Shawano Cty - Wittenberg	532	130	662	1,430	389	1,819

Monthly/YTD Circs and Renewals - March 2023

Shiocton	627	120	747	1,891	319	2,210
Suring	1,494	304	1,798	4,354	749	5,103
Waupaca	11,439	2,897	14,336	30,582	7,576	38,158
Weyauwega	1,636	720	2,356	4,834	1,906	6,740
Total	177,623	44,797	222,420	482,084	123,054	605,138

Posted 4/3/23

April 2023 Director's Report

Community Read

The Waupaca Area Public Library has selected *Braiding Sweetgrass* by Robin Wall Kimmerer for this summer's Community Read. Copies of the book will be arriving shortly thanks to a donation from the Foundation. Focused on Native American ecological wisdom and human relationships to the environment during a time of change, the book fits well with our summer reading club theme of All Together Now.

Review of Plexiglass

For several years the Library has had plexiglass barriers in place at service points in the building. At this time they have likely fulfilled their purpose and we are in the final stages in discussing taking them down and putting them in storage.

Resuming Counting

As we work in 2023 on improving our funding situation, one of the tasks is to ensure that we are counting for circulation everything that we are permitted to count. This adds to circulation, which is one of two variables that impact funding from the County. With the changeover from Sierra to CARL, we had paused counting circulation on adult puzzles and materials loaned to assisted living facilities. We have resumed counting these non-cataloged items.

Hiring Update

We have received some, though not many, applications for the Library Assistant job opening. Management team will be discussing applications on Monday, April 17th and setting up interviews.

Return of Staff Member

Former staff member Alayna Kroll will be rejoining us for the summer, working as a Teen Assistant helping with service and programming for Teens, as well as filling in with Adult and Youth Services as needed. Alayna was with us last summer and we're fortunate to have her returning.

Hoopla

Hoopla continues to be a successful addition to our collections, hitting a new highest total monthly usage again in March. We have had many requests to increase the number of total monthly downloads available, however standard usage is already pushing the limits of what we have budgeted. Additional support for Hoopla will be something to consider when preparing the 2024 budget.

Respectfully submitted,

Eric Scott Bailey

Adult Services Report
March 2023

Adult Programs- Molly

March Programs

- **Wednesday, March 1** Lunch and Learn: Waupaca County Dive Team presenter Deputy Lange 14 attendees
- **Thursday, March 2** First Thursday Film: 11 attendees
- **Thursday, March 16** Insight Nights: Memory and False Beliefs -With Dr. Ivan Wayne: 7 attendees
- **Friday, March 17** House Plant Exchange: 18 attendees
- **Saturday, March 18** Book Club-Bear Town hosted by Joni Radley: 7 attendees
- **Passive Programming**
 - Week 1-2 of March: Jar Luminaries: 15 created
 - Week 3-4 of March: Mind Strengthening Puzzles
 - Week 5 of March: Watercolor Bookmarks: 12 painted

April Programs

- **Wednesday, April 5** Lunch and Learn: Waupaca Parks and Recreation Director Laura Colbert: 20 attendees
- **Thursday, April 6** First Thursday Film: 23 attendees
- **Thursday, April 20** Insight Nights: Proactive Accountability -With Dr. Ivan Wayne
- **Friday, April 21** Grow Your Own Tea Garden
- **Saturday, April 15** Dutch House hosted by Liz Kneer
- **Tuesday, April 18** Open Mic Night Poetry Read at Danes Hall
- **Passive Programming**
 - Week 1-2 of April: Blackout Poetry
 - Week 3-4 of April: Adult Coloring Pages

Our 2nd Lunch and Learn with Synergy was a huge success, with our April 5th program attendance at 20 people who came to hear about Waupaca Parks and Rec. Laura Colbert shared information about the facilities and programs they offer, upcoming changes, new programs and more! We'll take a break in Summer, but already have our first fall session speaker booked!

- May 3rd Jacob Gill with Tales for Life Service Dogs
- September 6th Erin Kempfert with Big Brothers/Big Sisters *Newly a Waupaca office!

The First Thursday Film Series saw a change with our first movie hosted by Steve Imm. Jack Rhodes suggested Steve as a good new presenter, and he was well received by the movie attendees. We were able to still include clips of Jack talking about the movie "On Moonlight Bay" that he recorded last year. Attendance rose to 23 this month.

We continue to enjoy programming with Ivan Wayne, seeing more people at the March 16th program: "The Suspect in Question: Memory and False Belief." Laura Jandacek hosts these programs. Upcoming programs with Dr. Wayne include:

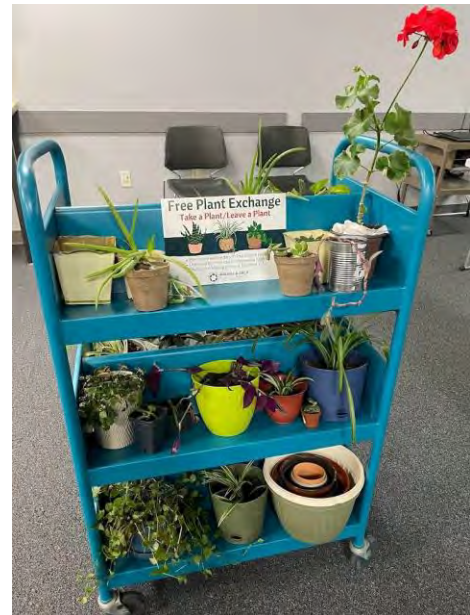
- April 20 We Can All Prevent Forest Fires; Proactive Accountability
- May 18th Fake Is the Wrong Word; The Psychology of Professional Wrestling
- June 15th One Ring to Rule Them All; Psychological Themes of Lord of the Rings

Adult Services Report March 2023

The House Plant Exchange was a huge success with 18 people exchanging plants on that day. We then launched our permanent Free Plant Exchange shelf in the lobby. We are seeing a constant rotation of plants coming and then leaving for new homes. On the tail of successful plant programming we have a 'Grow Your Own Tea Garden' program on April 21st where people will learn to grow plants for their own tea, and learn about harvesting and drying them. We will have a harvest gathering in the fall.

Adult Services - Patsy

Jan Popple and I were able to attend a training day highlighting our current circulation software. We worked together to update all library staff of some of the things we learned and new features that were included in the recent software update.



AT&T has installed a second, new Badgernet network into the building, which was the first step to adding additional bandwidth to our library's internet service capability. This is part of an agreement between the State of Wisconsin and AT&T to provide continued fiber data services through the State's Badgernet Network.

Alex Lisogor and I have completed our US passport acceptance agent training and passed our final exam. This is part of the effort that the Library Director is implementing to increase library revenues. There will be a team of four library staff members that are able to provide this service to our community during regular library hours.

Respectfully submitted by Molly Reinke and Patsy Servey

March 2023 – Children’s Dept. Board Report

OWLS is so good about making learning opportunities available to their members. Friday, March 3, we were all in Little Chute for **Hoot Con** where we spent the day learning from one another and thinking about how we do what we do and for whom we serve. OWLS also made an opportunity available for Paula and Taylor to attend a 2-day **STEM Program Facilitator Training, conducted by MIT**. Both came home with added skills and confidence in STEM programming for tweens and teens.

Paula is participating in a **PBS Kids Education cohort** of 24 Wisconsin librarians. They are meeting regularly to explore ways of using this public television resource to connect with early learning programming. PBS Kids provides each library a \$300 stipend to use in programming at the end of their training.

Jan Rademacher is representing the public library in the new **Children’s Community Garden** (behind old Riverside School/Thedacare) as they plan for their summer planting season. She has arranged for library presence in the garden programming weekly this summer.

We had a most amazing evening when 67 fourth graders portrayed important people from history during their **“Living Wax Museum”** at the library on March 7th. So much creativity and learning shared in such a short amount of time. We estimate over 400 people were here to witness the fun event. I look forward to repeating this collaboration annually.

I was a guest judge for storytelling at the **Waupaca High School Forensic Tournament** on March 18. Mark Otte invited five Waupaca folks to sit in on the final round of competition. While our scores did not affect the outcome of the tourney, our feedback was welcome and we were there to hand out awards at the end of the day.

Special thanks to Laura Reynolds from the Waupaca Arts Hub for bringing preschool art opportunities during Youth Art Month to our story time families. It was such a popular addition that we are already talking about plans to reconnect in the fall.

Work continues on several upcoming projects with tight deadlines to one another:

- Third Grade Environmental Learning Day at ECO Park, set for the Flower Full Moon on Friday, May 5, is a collaboration with area schools and the Park & Rec. We are installing a new Little Free Library at the park and asking students to bring a book to share. Several stations for learning will be set up for classes to rotate through during the day.
- Dream Up Grant work that addresses the childcare crisis in Waupaca will host A Day Without Child Care event at the Waupaca Middle School at 6:00 pm on Monday, May 8th. This event will feature a panel of business representatives who will address the economic impact of the lack of adequate childcare options.
- Our app development work, funded by IMLS grant with Madison Public Library and Skokie Public Library, continues to make progress. We will be presenting this app that is designed to provide librarians with a tool for collecting impact stories, photos and data, at the upcoming ALA Annual Conference in Chicago in late June.

We have finalized more program dates and collaboration aimed at our summer programming and will be looking forward to sharing more information with you next month.

Respectfully submitted,
Sue Abrahamson, Children's Librarian

This email was shared with us:

My mother-in-law is constantly impressed by how involved the public library is within the Waupaca community whether it is storytime at the library or at Sunny Day and school event collaboration with the WLC that I have shared about and even your own events you host all throughout the community and at the library. We love attending your great events. The boys loved the train station and Greg's Speed Shop last summer! Everytime we drive by either place Finn asks if we can go back again? He actually had grandma and grandpa go with him to Greg's Speed Shop this winter one day because he had to show them how cool it was! Finn still talks about Monopoly too! Grandma and grandpa live in Chippewa Falls, which is much larger than Waupaca and said the library is not nearly as involved in the community like here! So thank you! Just had to share that we truly enjoy all of your hard work and are thankful for your dedication to putting on valuable literacy building/learning opportunities! Each week it is fun hearing about how wonderful storytime is, the theme and what the boys had fun making and learning about! Thanks for being such a fabulous community partner and for promoting literacy within our community!

--- Brittany Schnobrich

March 2023 Board Report Teen Department

On March 15th and 16th, Taylor Wilcox attended, with Paula Reedy, attended the Facilitating Creative STEAM Learning Workshop at the Little Chute Library. They, alongside a small group of librarians from Wisconsin met with MIT Media Lab's Public Library Innovation Exchange [PLIX] via Zoom. At this workshop, they learned about how to better facilitate library programs that focus on STEAM skills. A big part of said workshop focused on how to assist a wide variety of learning styles, which, as librarians, we see all the time.

During our Teen Volunteer Agents meeting, we talked about programs that we'd like to see in the Teen Room this summer. They recommended a Hot Ones Challenge (trying different hot sauces), bringing back our Writing Club, playing Dungeons and Dragons, and doing another Teen Cosplay Contest. We are going to work with them to make these programs a reality!

One of the most exciting programs we hosted over Spring Break for our teens was the Peeps Tower Defense. During this program, teens were randomly placed into two teams. They then had to work together to create sturdy "fortresses" out of the supplies provided to them, as well as create functional catapults out of simple supplies like popsicle sticks and rubber bands. They then used their catapults to launch peeps and try to take out each other's fortresses. Afterwards, we reflected on how we could've made stronger structures, or catapults that would be more accurate or even more powerful for the contest. Above all else, the teens who participated had a great time.



Listed below are all of our March events, the staff member who hosted each one, and number of participants that attended.

- March 1st, 4:00 PM - Teen Volunteer Agents, hosted by Taylor Wilcox: 7
- March 8th, 4:00 PM – Anime/Manga Club, hosted by Lilli Resop: 4
- March 13th, 2:30 PM – Sidewalk Pictionary, hosted by Maddie Komp: 4
- March 14th, 2:30 PM – Peeps Tower Defense, hosted by Taylor Wilcox: 8
- March 15th, 2:30 PM Perler Bead Crafts, hosted by Maddie Komp: 8
- March 16th, 2:30 PM – MarioKart Tournament, hosted by Tyler Smidt: 5

Respectfully submitted by Taylor Wilcox, Teen Services Librarian

April 11th, 2023

Resolution of Thanks to Lori Chesnut

Waupaca Area Public Library

WHEREAS, Lori Chesnut was appointed to the Board of Library Trustees in April 2015;
and

WHEREAS, Ms. Chesnut has served since that time as a member of the Library Board;
and

WHEREAS, Ms. Chesnut has lived in the Waupaca area since 1973 and has a great love
for the community; and

WHEREAS, Ms. Chesnut has consistently advocated for the Library at City Council
meetings (and throughout the community) during her time as Council representative on the Library
Board; and

WHEREAS, Ms. Chesnut has always passionately advocated for the health and wellbeing
of youth in the community; and

WHEREAS, Ms. Chesnut has executed her responsibilities as a Trustee with dedication
and heart; and

WHEREAS, Ms. Chesnut's tenure on the Board covered significant change, including the
COVID-19 pandemic and the hiring of a new Library Director; and

WHEREAS, Ms. Lori Chesnut has completed her time as a member of the Library Board
after 8 years of service.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees as follows:

SECTION 1: RECOGNITION AND THANKS

The Board of Trustees hereby recognizes and thanks Lori Chesnut for her years of service
to the City of Waupaca as a Library Trustee.

SECTION 2: NOTIFICATION OF RESOLUTION

The Board hereby directs the Library Director to provide Ms. Chesnut with a signed copy of this resolution.

SECTION 3: EFFECTIVE DATE

This Resolution shall be in full force and effect from and after its passage and approval.

PASSED by the Board of Library Trustees on the 26th day of April, 2023 by a vote of:

YEAS:

NAYS:

ABSENT OR NOT VOTING:

Holly Olsen, President
The Board of Library Trustees of the
Waupaca Area Public Library

ATTEST:

Eric Bailey, Library Director
Waupaca Area Public Library

Resolution of Thanks to Christine Jaenke

Waupaca Area Public Library

WHEREAS, Christine Jaenke was appointed to the Board of Library Trustees in April 2021; and

WHEREAS, Ms. Jaenke has served since that time as a member of the Library Board; and

WHEREAS, Ms. Jaenke has brought enthusiasm for school librarianship and service to youth; and

WHEREAS, Ms. Jaenke has brought her years of experience as a School Library Media Specialist to her time on the Board; and

WHEREAS, Ms. Jaenke's tenure on the Board covered significant change, including the COVID-19 pandemic and the hiring of a new Library Director; and

WHEREAS, Ms. Christine Jaenke has completed her service as a member of the Library Board following her retirement from the Waupaca School District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees as follows:

SECTION 1: RECOGNITION AND THANKS

The Board of Trustees hereby recognizes and thanks Christine Jaenke for two years of service to the City of Waupaca as a Library Trustee.

SECTION 2: NOTIFICATION OF RESOLUTION

The Board hereby directs the Library Director to provide Ms. Jaenke with a signed copy of this resolution.

SECTION 3: EFFECTIVE DATE

This Resolution shall be in full force and effect from and after its passage and approval.

PASSED by the Board of Library Trustees on the 26th day of April, 2023 by a vote of:

YEAS:

NAYS:

ABSENT OR NOT VOTING:

Holly Olsen, President
The Board of Library Trustees of the
Waupaca Area Public Library

ATTEST:

Eric Bailey, Library Director
Waupaca Area Public Library

Resolution of Thanks to Gracieanna Liegl

Waupaca Area Public Library

WHEREAS, Gracieanna Liegl was appointed to the Board of Library Trustees in April 2021; and

WHEREAS, Ms. Liegl has served since that time as a member of the Library Board; and

WHEREAS, Ms. Liegl has faithfully represented the youth of Waupaca as their representative on the Library Board; and

WHEREAS, Ms. Liegl's tenure on the Board covered significant change, including the COVID-19 pandemic and the hiring of a new Library Director; and

WHEREAS, Ms. Liegl grew in ability during her time on the board to become a confident and regular contributor; and

WHEREAS, the Waupaca Area Public Library is proud to have gotten in early on what will certainly be a long and accomplished resume; and

WHEREAS, Ms. Gracieanna Liegl has completed her service as a member of the Library Board and will be departing for college in fall of 2023.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees as follows:

SECTION 1: RECOGNITION AND THANKS

The Board of Trustees hereby recognizes and thanks Gracieanna Liegl for two years of service to the City of Waupaca as a Library Trustee.

SECTION 2: NOTIFICATION OF RESOLUTION

The Board hereby directs the Library Director to provide Ms. Liegl with a signed copy of this resolution.

SECTION 3: EFFECTIVE DATE

This Resolution shall be in full force and effect from and after its passage and approval.

PASSED by the Board of Library Trustees on the 26th day of April, 2023 by a vote of:

YEAS:

NAYS:

ABSENT OR NOT VOTING:

Holly Olsen, President
The Board of Library Trustees of the
Waupaca Area Public Library

ATTEST:

Eric Bailey, Library Director
Waupaca Area Public Library

Resolution of Thanks to Glenda Rhodes

Waupaca Area Public Library

WHEREAS, Glenda Rhodes was appointed to the Board of Library Trustees in February 2014; and

WHEREAS, Ms. Rhodes has served since that time as a member of the Library Board; and

WHEREAS, Ms. Rhodes possesses an unparalleled appreciation of public libraries and their place in the heart of the community; and

WHEREAS, Ms. Rhodes brought many years of experience as an academic Librarian to her time on the Board; and

WHEREAS, Ms. Rhodes' tenure on the Board covered significant change, including the COVID-19 pandemic and the hiring of a new Library Director; and

WHEREAS, Ms. Rhodes insight and wisdom has been of constant help to both her fellow Trustees and the Library staff; and

WHEREAS, Ms. Glenda Rhodes has completed her service as a member of the Library Board after 8 ½ years of service.

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees as follows:

SECTION 1: RECOGNITION AND THANKS

The Board of Trustees hereby recognizes and thanks Glenda Rhodes for her years of service to the City of Waupaca as a Library Trustee.

SECTION 2: NOTIFICATION OF RESOLUTION

The Board hereby directs the Library Director to provide Ms. Rhodes with a signed copy of this resolution.

SECTION 3: EFFECTIVE DATE

This Resolution shall be in full force and effect from and after its passage and approval.

PASSED by the Board of Library Trustees on the 26th day of April, 2023 by a vote of:

YEAS:

NAYS:

ABSENT OR NOT VOTING:

Holly Olsen, President
The Board of Library Trustees of the
Waupaca Area Public Library

ATTEST:

Eric Bailey, Library Director
Waupaca Area Public Library

Outagamie Waupaca Library System
Board of Trustees
February 16th, 2023. Meeting Minutes

The meeting was called to order at 6:00 p.m. by President Frola.

PRESENT: Mitesh Ajmera, Tyler Baeten, Bobbie Buchholtz, Diane Forsythe, Michelle Frola, Peter Gilbert, Mike Hankins, Marilyn Herman, B Looker, Marcia Trentlage, Angela Ver Voort.

EXCUSED: Paul Girod, Lila Malvik-Shower, Cathy Thompson.

OTHERS PRESENT: Wendy Hartman, Bradley Shipps.

Hankins moved, seconded by Forsythe, to approve the agenda as presented. Motion carried.

Gilbert moved, seconded by Ajmera, to accept the January 19th, 2023, meeting minutes as presented. Motion carried.

Forsythe moved, seconded by Trentlage, to accept the January 2023 financial report and file for audit. Motion carried.

Trentlage moved, seconded by Forsythe, to approve the January and February 2023 checks numbered 33025 - 33056 and ACH payment inclusive in the amount of \$137,647.37 and payroll-related expenditures in the amount of \$72,389.55. Motion carried.

DIRECTOR'S REPORT

The director's report was shared in writing prior to the meeting.

BUSINESS

Ver Voort moved, seconded by Herman, to approve the resource sharing exception for Appleton Public Library's Opening Day Collection. Motion carried.

Trustees reviewed the Printing Policy. No changes recommended.

Trustees reviewed Trustee Essentials 20 and 21.

Having completed the agenda, the meeting was adjourned by President Frola at 6:53pm.

Respectfully submitted,

Bradley Shipps
OWLS Director