



WAUPACA AREA PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, JANUARY 21, 2026, 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. PUBLIC INPUT
 - a. Three minutes per speaker on non-agenda items.
4. MINUTES FROM MEETING HELD WEDNESDAY, DECEMBER 17, 2025
 - a. **ACTION ITEM: APPROVE** minutes of DECEMBER 17, 2025 Meeting
5. MONTHLY BILLS FOR DECEMBER 2025, **BILLS \$69,822, PERSONNEL \$46,543, Donations Expenditures \$9,787**
 - a. **ACTION ITEM: APPROVE** DECEMBER 2025 bills, personnel costs, and donation expenditures
6. LIBRARY EXHIBIT ROOM
 - A. Exhibit Coordinator's Report
 - B. Chart of Visits
 - C. 2025 Total Visits
 - D. 2025 Total Programs
7. 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

8. DEPARTMENT REPORTS

- A. Director's Report
- B. Adult Services Report
- E. Youth Services Report
- F. Teen Services Report

9. COMMITTEE REPORTS

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

10. OLD BUSINESS

- a. None

11. NEW BUSINESS

- a. Incident Reports
- b. Compensation for Library Director in 2026 **(possible action)**

12. ANNOUNCEMENTS & CORRESPONDENCE

- a. OWLS Minutes
- b. Next meeting will be Wednesday, February 18, 2026 at 4:30 pm in-person in the Council Chambers

13. 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 DECEMBER 17, 2025, 4:30PM

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

Meeting was called to order by Melanie Peterson at 4:30 pm.

Melanie Peterson, Julie Eiden, Sarah Hanneman, Holly Olsen, John Turner, John Miller, Alton Ross, and Cory Nagel were present. Devon Feldt was absent. Library Director, Eric Bailey, Adult Services Head Jan Popple, and Exhibit Coordinator Liz Kneer were present.

APPROVAL OF AGENDA

MOTION by J. Eiden, SECOND by S. Hanneman to approve the agenda. 8 ayes, 0 nays, 1 absent. Motion passed unanimously by voice vote.

The Open Meeting Law Statement was read by Melanie Peterson.

Public Input: None

Minutes from Wednesday November 19, 2025 Board Meeting.

MOTION by J. Miller, SECOND by A. Ross, to approve the agenda. 8 ayes, 0 nays, 1 absent. Motion passed unanimously by voice vote.

Monthly bills for November 2025, BILLS \$74,184, PERSONNEL \$68,084, DONATIONS EXPENDITURES \$4,237. MOTION by J. Miller, SECOND by C. Nagel to approve the November 2025 Bill, Personnel, donations expenditures. 8 ayes, 0 nays, 1 absent. Motion passed unanimously by Roll Call vote.

Library Statistics

Copy Income **\$633.34**; Meeting Room Income **\$189.07**

Volunteer Hours **139.5**; Reference Transactions **867** Library Visits **7,392**; Internet Use: **782** wireless, **328** stations; Curbside service **6**; Total Library Programs **31**, Total Program Attendance **673**; Study Room Use **64**; Passport Applications **5**

Interloan Chart: **2,727** items loaned, **2,708** items borrowed

Circulation & Renewals with Municipality Chart showed a total circulation of **10,620**.

Consortium Circulation Chart was presented.

Library Exhibit Room Report

Exhibit Coordinator's report was given. A chart of visits was included in the packet.



Department Reports

Director's Report and Adult Services Reports were shared, Youth Services Report and Teen Services Report are included in the packet.

Committee Reports

Finance Committee did not meet.

Planning Committee did not meet.

Library Policy Committee did not meet.

Personnel Committee did not meet.

Old Business – none

New Business

a. Incident Reports

a. Urine soaked computer chair was treated and put back out.

b. Patron angry that staff would not help him with his banking

c. Patron (author) called and asked to have us search all the places that his book is being sold on line.

d. Patron was vocal about burning our music CDs.

Announcements & Correspondence

OWLS Meeting: An OWLS meeting occurred. Included in packet.

Next meeting will be Wednesday, January 21, at 4:30pm in-person in the Council Chambers, City Hall, Waupaca.

Adjournment

MOTION by J. Eiden, SECOND by C. Nagel, to adjourn. 8 ayes, 0 nays, 1 absent. Motion passed unanimously by voice vote.

Meeting adjourned at 4:53 pm.

Chaired by Melanie Peterson, Library Board President

Minutes taken and compiled by Jan Popple

**2025 BALANCE SHEET
LIBRARY FUND**

<u>Acct No</u>	<u>Account Description</u>	Actual		12/31/2025	12/31/2025	Budget	<u>% Expended</u>	<u>% Unexpended</u>
		12/31/2024	Dec-25	CURRENT YTD	YTD	12/31/2025		
		Prior Year	Actual		Estimated	Approved		
		Actual	Actual			2025		
REVENUES								
INTERGOVERNMENTAL								
251-43720-000-000	COUNTY AID: LIBRARY WAUPACA CO	386,684	-	402,774	402,774	402,774	100.00%	0.00%
251-43725-000-000	COUNTY AID: LIBRARY WAUSHARA	17,429	-	18,875	17,869	17,869	105.63%	(5.63%)
251-43727-000-000	COUNTY AID: LIBRARY WINNEBAGO	981	-	1,006	1,006	1,006	100.00%	0.00%
251-43730-000-000	COUNTY AID: LIBRARY PORTAGE CO	3,821	-	4,906	4,906	3,898	125.86%	(25.86%)
	INTERGOVERNMENTAL	408,915	-	427,561	426,555	425,547	100.47%	(0.47%)
PUBLIC CHARGES FOR SERVICE								
251-46710-000-000	FEES: LIBRARY COPIES	6,884	655	8,459	8,644	6,000	140.98%	(40.98%)
251-46725-000-000	FEES: LIBRARY OVERDUE FEES	507	-	282	282	-		
251-46730-000-000	FEES: LIBRARY COLLECTION AGENCY	(303)	(69)	(285)	(276)	100	-285.33%	385.33%
251-46735-000-000	FEES: LIBRARY MATERIAL REPLACE	2,438	180	3,442	3,309	2,500	137.69%	(37.69%)
251-46740-000-000	FEES: PASSPORT	5,160	245	6,141	6,980	7,500	81.88%	18.12%
	PUBLIC CHARGES FOR SERVICE	14,686	1,010	18,039	18,939	16,100	112.04%	(12.04%)
MISCELLANEOUS								
251-48215-000-000	RENT: MEETING ROOMS	1,686	51	1,888	1,944	1,500	125.87%	(25.87%)
251-48310-000-000	SALES: SALE OF PROPERTY/EQUIP	50	-	115	153	100	115.00%	(15.00%)
251-48550-000-000	DONATIONS: LIBRARY	45,865	1,174	34,601	35,148	61,500	56.26%	43.74%
251-49210-000-000	TRANSFER FROM GENERAL FUND	367,522	-	373,035	373,035	373,035	100.00%	0.00%
	MISCELLANEOUS	415,123	1,225	409,639	410,280	436,135	93.92%	6.08%
	TOTAL REVENUES	838,723	2,236	855,239	855,775	877,782	97.43%	2.57%
EXPENDITURES								
251-55111-102-000	LIBRARY: SALARIES	392,078	27,446	381,243	381,243	388,564	98.12%	1.88%
251-55111-103-000	LIBRARY: OVERTIME	307	26	1,391	1,391	-		
251-55111-118-000	LIBRARY: SOCIAL SECURITY	26,126	2,087	29,854	29,854	28,518	104.69%	(4.69%)
251-55111-119-000	LIBRARY: RETIREMENT (R)	27,059	2,184	31,151	31,151	26,882	115.88%	(15.88%)
251-55111-121-000	LIBRARY: GRP HLTH INS	78,950	3,436	87,553	87,553	108,778	80.49%	19.51%
251-55111-122-000	LIBRARY: LIFE INS	1,152	62	1,314	1,314	1,500	87.63%	12.37%
251-55111-123-000	LIBRARY: INC PROTECT	-	-	-	-	2,000	0.00%	100.00%
251-55111-124-000	LIBRARY: WORK COMP	2,690	-	3,459	3,459	3,500	98.82%	1.18%
251-55111-125-000	LIBRARY: HLTH INS DEDUCTIB	-	-	-	6,000	6,000	0.00%	100.00%
251-55111-130-000	LIBRARY: WELLNESS/EAP PROGRAM	240	-	240	320	316	75.95%	24.05%
	LIBRARY: RETIREMENT PAYOUT	-	-	34,625	34,850	39,669	87.29%	12.71%
	LIBRARY FULL-TIME	528,602	35,241	570,829	577,134	605,727	94.24%	5.76%

**2025 BALANCE SHEET
LIBRARY FUND**

<u>Acct No</u>	<u>Account Description</u>	Actual			12/31/2025	Budget	<u>% Expended</u>	<u>% Unexpended</u>
		12/31/2024	Dec-25	12/31/2025		12/31/2025		
		Prior Year	Actual	CURRENT YTD	YTD	Approved		
		<u>Actual</u>	<u>Actual</u>		<u>Estimated</u>	<u>2025</u>		
251-55112-104-000	LIBRARY: PT WAGES	115,017	10,306	122,406	125,918	107,259	114.12%	(14.12%)
251-55112-116-000	LIBRARY: PT RETIRE	3,610	183	2,731	2,835	4,067	67.16%	32.84%
251-55112-118-000	LIBRARY: SOCIAL SECURITY	8,588	782	9,504	9,798	8,205	115.83%	(15.83%)
251-55112-122-000	LIBRARY: LIFE INS	632	31	665	600	550	120.94%	(20.94%)
	LIBRARY: PART-TIME	127,847	11,302	135,306	139,151	120,081	112.68%	(12.68%)
251-55115-201-000	LIBRARY: TRAINING	2,879	1,879	2,703	2,703	2,000	135.14%	(35.14%)
251-55115-207-000	LIBRARY: MAINT OF EQUIP	6,809	-	7,014	7,014	6,809	103.00%	(3.00%)
251-55115-209-000	LIBRARY: INS & BONDING	2,100	-	2,220	2,220	2,100	105.71%	(5.71%)
251-55115-211-000	LIBRARY: CONTRACT SERVICES	2,717	227	5,474	5,474	4,000	136.84%	(36.84%)
251-55115-215-000	LIBRARY: MOVIE LICENSE	440	-	455	455	-		
251-55115-216-000	LIBRARY: POSTAGE	1,928	182	1,747	1,747	2,000	87.33%	12.68%
251-55115-217-000	LIBRARY: MEMBERSHIP & DUES	762	194	580	580	1,200	48.31%	51.69%
251-55115-218-000	LIBRARY: OWLS MEMBERSHIP	27,648	-	27,783	27,783	27,783	100.00%	0.00%
251-55115-253-000	LIBRARY: PROMOTIONAL MATERIALS	553	18	739	739	650	113.68%	(13.68%)
251-55115-282-000	LIBRARY: TECHNOLOGY	11,829	83	6,249	6,249	5,267	118.64%	(18.64%)
251-55115-301-000	LIBRARY: SUPPLIES	10,850	1,861	7,541	7,541	10,000	75.41%	24.59%
	LIBRARY: OPERATING EXPENSES	68,514	4,442	62,502	62,502	61,809	101.12%	(1.12%)
251-55120-104-000	LIBRARY: DONATIONS PT WAGES	18,428	1,528	19,868	19,359	19,000	104.57%	(4.57%)
251-55120-118-000	LIBRARY: DONATIONS SOCIAL SECURITY	1,383	117	1,520	1,481	1,500	101.32%	(1.32%)
251-55120-250-000	LIBRARY: DONATIONS MATERIALS	5,686	598	3,399	2,337	8,000	42.49%	57.51%
251-55120-255-000	LIBRARY: DONATIONS PROGRAMS	13,725	3,883	10,489	7,496	18,000	58.27%	41.73%
251-55120-282-000	LIBRARY: DONATIONS TECHNOLOGY	119	1,896	3,495	-	5,000	69.90%	30.10%
251-55120-290-000	LIBRARY: DONATIONS AUDIO VISUA	25	-	90	-	2,000	4.52%	95.48%
251-55120-301-000	LIBRARY: DONATIONS SUPPLIES	4,226	1,765	8,445	4,475	8,000	105.56%	(5.56%)
	LIBRARY: DONATION EXPENSES	43,592	9,787	47,306	35,148	61,500	76.92%	23.08%
251-55125-255-110	LIBRARY: PROGRAMS - ADULT	1,529	217	1,408	1,408	1,500	93.87%	6.13%
251-55125-255-210	LIBRARY: PROGRAMS - CHILDREN'S	3,040	951	2,770	2,770	3,000	92.33%	7.67%
251-55125-255-310	LIBRARY: PROGRAMS - TEEN	934	120	936	936	1,000	93.63%	6.38%
	LIBRARY: PROGRAMS	5,504	1,288	5,114	5,114	5,500	92.98%	7.02%

**2025 BALANCE SHEET
LIBRARY FUND**

<u>Acct No</u>	<u>Account Description</u>	Actual			12/31/2025	Budget	<u>% Expended</u>	<u>% Unexpended</u>
		12/31/2024	Dec-25	12/31/2025		12/31/2025		
		Prior Year	Actual	CURRENT YTD	YTD	Approved		
		<u>Actual</u>	<u>Actual</u>		<u>Estimated</u>	<u>2025</u>		
251-55130-250-115	LIBRARY: BOOKS - ADULT	16,132	1,005	13,361	13,361	17,000	78.60%	21.40%
251-55130-250-120	LIBRARY: BOOKS - ADULT LG PRNT	3,523	867	2,985	2,985	3,000	99.49%	0.51%
251-55130-250-215	LIBRARY: BOOKS - CHILDRENS	14,221	1,481	16,036	16,036	16,000	100.23%	(0.23%)
251-55130-250-315	LIBRARY: BOOKS - TEEN	3,174	862	2,607	2,607	3,175	82.12%	17.88%
251-55130-250-410	LIBRARY: BOOKS - MAG & NEWSPAP	4,520	138	4,543	4,543	4,600	98.77%	1.23%
	LIBRARY: BOOKS	41,570	4,354	39,533	39,533	43,775	90.31%	9.69%
251-55135-290-125	LIBRARY: A/V - ADULT MOVIES	2,655	495	1,983	2,500	2,300	86.21%	13.79%
251-55135-290-130	LIBRARY: A/V - ADULT AUDIO BKS	-	830	1,054	1,054	1,000	105.45%	(5.45%)
251-55135-290-135	LIBRARY: A/V - ADULT MUSIC	667	68	379	379	600	63.11%	36.89%
251-55135-290-220	LIBRARY: A/V - CHILDRENS MOVIE	1,208	445	1,086	1,086	1,200	90.52%	9.48%
251-55135-290-225	LIBRARY: A/V - CHILD AUDIO BKS	854	-	854	854	854	100.00%	0.00%
251-55135-290-420	LIBRARY: A/V - VIDEO GAMES	964	571	894	894	900	99.29%	0.71%
251-55135-290-510	LIBRARY: A/V - E-BOOKS/E-RESRC	10,235	1,000	13,235	13,235	12,235	108.17%	(8.17%)
	LIBRARY: A/V	16,584	3,409	19,485	20,002	19,089	102.07%	(2.07%)
	TOTAL EXPENDITURES	832,213	69,822	880,076	878,585	917,481	95.92%	4.08%
	REVENUES OVER(UNDER) EXPENDITURES	6,511			(22,810)	(39,699)		
	BEGINNING FUND BALANCE	57,874			57,874			
	ENDING FUND BALANCE	57,874			35,064			

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-43215-000-000 FEDERAL: LIBRARY GRANTS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	402,774.00-
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	402,774.00-
YTD Encumbrance	.00	YTD Actual 402,774.00- Total 402,774.00-	YTD Budget 402,774.00-	Unearned .00	
251-43725-000-000 COUNTY AID: LIBRARY WAUSHARA					
		10/31/2025 (10/25) Balance	.00 *	.00 *	18,875.00-
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	18,875.00-
YTD Encumbrance	.00	YTD Actual 18,875.00- Total 18,875.00-	YTD Budget 17,869.00-	Unearned 1,006.00-	
251-43726-000-000 COUNTY AID: LIBRARY WINNEBAGO					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unearned .00	
251-43727-000-000 COUNTY AID: LIBRARY WINNEBAGO					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 1,006.00-	Unearned 1,006.00	
251-43730-000-000 COUNTY AID: LIBRARY PORTAGE					
		10/31/2025 (10/25) Balance	.00 *	.00 *	4,906.00-
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	4,906.00-
YTD Encumbrance	.00	YTD Actual 4,906.00- Total 4,906.00-	YTD Budget 3,898.00-	Unearned 1,008.00-	
251-43735-000-000 STATE GRANT: LIBRARY YOUTH					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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
251-46710-000-000 FEES: LIBRARY COPIES					
		10/31/2025 (10/25) Balance	.00 *	.00 *	7,127.06-
CR	1000024501	COPIES LIBRARY DEPOSIT - LIBRARY 11.1.25 Description: COPIES LIBRARY DEPOSIT - LIBRARY 11.1.25		125.12-	
CR	1000024526	COPIES LIBRARY DEPOSIT - LIBRARY 11.8.25 Description: COPIES LIBRARY DEPOSIT - LIBRARY 11.8.25		165.78-	
CR	1000024548	COPIES LIBRARY DEPOSIT - LIBRARY 11.15.25 Description: COPIES LIBRARY DEPOSIT - LIBRARY 11.15.25		175.17-	
CR	1000024560	COPIES LIBRARY DEPOSIT - LIBRARY 11.22.25 Description: COPIES LIBRARY DEPOSIT - LIBRARY 11.22.25		210.81-	
		11/30/2025 (11/25) Period Totals and Balance	.00 *	676.88- *	7,803.94-
CR	1000024577	COPIES LIBRARY DEPOSIT - LIBRARY 11.29.25 Description: COPIES LIBRARY DEPOSIT - LIBRARY 11.29.25		62.13-	
CR	1000024597	COPIES LIBRARY DEPOSIT - LIBRARY 12.6.25 Description: COPIES LIBRARY DEPOSIT - LIBRARY 12.6.25		210.58-	
CR	1000024619	COPIES LIBRARY DEPOSIT - LIBRARY 12.13.25 Description: COPIES LIBRARY DEPOSIT - LIBRARY 12.13.25		110.28-	
CR	1000024643	COPIES LIBRARY DEPOSIT - LIBRARY 12.20.25 Description: COPIES LIBRARY DEPOSIT - LIBRARY 12.20.25		141.52-	
CR	1000024643	COPIES LIBRARY DEPOSIT - LIBRARY 12.27.25 Description: COPIES LIBRARY DEPOSIT - LIBRARY 12.27.25		130.05-	
		12/31/2025 (12/25) Period Totals and Balance	.00 *	654.56- *	8,458.50-
YTD Encumbrance	.00	YTD Actual 8,458.50- Total 8,458.50- YTD Budget 6,000.00- Unearned 2,458.50-			
251-46715-000-000 FEES: LIBRARY POSTAGE					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00 YTD Budget .00 Unearned .00			
251-46720-000-000 FEES: LIBRARY PROGRAMS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	282.36-
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	282.36-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-46725-000-000 FEES: LIBRARY OVERDUE FEES (continued)					
YTD Encumbrance	.00	YTD Actual	282.36- Total	282.36- YTD Budget	.00 Unearned 282.36-
251-46730-000-000 FEES: LIBRARY COLLECTION AGCY					
		10/31/2025 (10/25) Balance	.00 *	.00 *	246.38
CR	1000024548	COLLECTIONS - LIBRARY 11.15.25 Description: COLLECTIONS - LIBRARY 11.15.25		20.00-	
CR	1000024560	COLLECTIONS - LIBRARY 11.22.25 Description: COLLECTIONS - LIBRARY 11.22.25		10.00-	
		11/30/2025 (11/25) Period Totals and Balance	.00 *	30.00- *	216.38
AP	36	UNIQUE MANAGEMENT SERVICES, INC. **VendorNo: 1943 **Inv. No: 6146279 **Desc: COLLECTION AGENCY (5) - OCT 2025 **Inv. Date: 11/01/25	49.25		
AP	78	UNIQUE MANAGEMENT SERVICES, INC. **VendorNo: 1943 **Inv. No: 6147443 **Desc: COLLECTION AGENCY (2) - NOV 2025 **Inv. Date: 12/01/25	19.70		
		12/31/2025 (12/25) Period Totals and Balance	68.95 *	.00 *	285.33
YTD Encumbrance	.00	YTD Actual	285.33 Total	285.33 YTD Budget	100.00- Unearned 385.33
251-46735-000-000 FEES: LIBRARY MATERIAL REPLACE					
		10/31/2025 (10/25) Balance	.00 *	.00 *	2,932.58-
AP	22	STURM MEMORIAL LIBRARY **VendorNo: 2307 **Inv. No: OWWAU10202025000001 **Desc: #31389024800278 PD IN WAUPACA **Inv. Date: 10/20/25	20.00		
AP	42	CLINTONVILLE PUBLIC LIBRARY **VendorNo: 391 **Inv. No: OWWAU10282025000002 **Desc: #31389025192170 DAMAGED BOOK **Inv. Date: 10/29/25	22.00		
AP	149	KAUKAUNA PUBLIC LIBRARY **VendorNo: 1002 **Inv. No: OWWAU11182025000002 **Desc: LOST AVIDEO 31389027733831 **Inv. Date: 11/19/25	9.99		
AP	331	CLINTONVILLE PUBLIC LIBRARY **VendorNo: 391 **Inv. No: OWWAU11182025000002 **Desc: LOST CVIDEO 31389022601256 **Inv. Date: 11/19/25	8.74		
CR	1000024501	MATERIAL REPL LIB DEPOSIT - LIBRARY 11.1.25 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 11.1.25		151.00-	
CR	1000024526	MATERIAL REPL LIB DEPOSIT - LIBRARY 11.8.25 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 11.8.25		64.00-	
CR	1000024548	MATERIAL REPL LIB DEPOSIT - LIBRARY 11.15.25 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 11.15.25		12.00-	
CR	1000024560	MATERIAL REPL LIB DEPOSIT - LIBRARY 11.22.25 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 11.22.25		163.60-	
		11/30/2025 (11/25) Period Totals and Balance	60.73 *	390.60- *	3,262.45-
AP	1	APPLETON PUBLIC LIBRARY	26.00		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance	
251-46735-000-000 FEES: LIBRARY MATERIAL REPLACE (continued)						
		**VendorNo: 102 **Inv. No: OWWAU11252025000003 **Desc: LOST BOOKS 31110006622534 & 31110006665806 **Inv. Date: 11/25/25				
CR	1000024577	MATERIAL REPL LIB DEPOSIT - LIBRARY 11.29.25		36.00-		
		Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 11.29.25				
CR	1000024597	MATERIAL REPL LIB DEPOSIT - LIBRARY 12.6.25		19.49-		
		Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 12.6.25				
CR	1000024643	MATERIAL REPL LIB DEPOSIT - LIBRARY 12.20.25		8.00-		
		Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 12.20.25				
CR	1000024643	MATERIAL REPL LIB DEPOSIT - LIBRARY 12.27.25		142.43-		
		Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 12.27.25				
		12/31/2025 (12/25) Period Totals and Balance	26.00 *	205.92- *	3,442.37-	
YTD Encumbrance	.00	YTD Actual	3,442.37- Total	3,442.37- YTD Budget	2,500.00- Unearned	942.37-
251-46740-000-000 FEES: LIBRARY PASSPORT						
		10/31/2025 (10/25) Balance	.00 *	.00 *	5,546.76-	
CR	1000024501	PASSPORT - LIBRARY 11.1.25		105.00-		
		Description: PASSPORT - LIBRARY 11.1.25				
CR	1000024526	PASSPORT - LIBRARY 11.8.25		140.00-		
		Description: PASSPORT - LIBRARY 11.8.25				
CR	1000024560	PASSPORT - LIBRARY 11.22.25		33.94-		
		Description: PASSPORT - LIBRARY 11.22.25				
		11/30/2025 (11/25) Period Totals and Balance	.00 *	278.94- *	5,825.70-	
CR	1000024577	PASSPORT - LIBRARY 11.29.25		35.00-		
		Description: PASSPORT - LIBRARY 11.29.25				
CR	1000024597	PASSPORT - LIBRARY 12.6.25		35.00-		
		Description: PASSPORT - LIBRARY 12.6.25				
CR	1000024619	PASSPORT - LIBRARY 12.13.25		70.00-		
		Description: PASSPORT - LIBRARY 12.13.25				
CR	1000024643	PASSPORT - LIBRARY 12.20.25		140.00-		
		Description: PASSPORT - LIBRARY 12.20.25				
CR	1000024643	PASSPORT - LIBRARY 12.27.25		35.00-		
		Description: PASSPORT - LIBRARY 12.27.25				
		12/31/2025 (12/25) Period Totals and Balance	.00 *	315.00- *	6,140.70-	
YTD Encumbrance	.00	YTD Actual	6,140.70- Total	6,140.70- YTD Budget	7,500.00- Unearned	1,359.30
251-48215-000-000 RENT: MEETING ROOMS						
		10/31/2025 (10/25) Balance	.00 *	.00 *	1,597.73-	

Journal	Reference Number	Payee or Description				Debit Amount		Credit Amount	Balance
251-48215-000-000 RENT: MEETING ROOMS (continued)									
CR	1000024501	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 11.1.25						50.00-	
		Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 11.1.25							
CR	1000024548	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 11.15.25						60.00-	
		Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 11.15.25							
CR	1000024560	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 11.22.25						129.07-	
		Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 11.22.25							
		11/30/2025 (11/25) Period Totals and Balance				.00 *		239.07- *	1,836.80-
CR	1000024619	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 12.13.25						51.20-	
		Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 12.13.25							
		12/31/2025 (12/25) Period Totals and Balance				.00 *		51.20- *	1,888.00-
YTD Encumbrance	.00	YTD Actual	1,888.00-	Total	1,888.00-	YTD Budget	1,500.00-	Unearned	388.00-
251-48310-000-000 SALES: SALE OF PROPERTY/EQUIP									
		10/31/2025 (10/25) Balance				.00 *		.00 *	115.00-
		12/31/2025 (12/25) Period Totals and Balance				.00 *		.00 *	115.00-
YTD Encumbrance	.00	YTD Actual	115.00-	Total	115.00-	YTD Budget	100.00-	Unearned	15.00-
251-48451-000-000 INSURANCE CLAIMS LIBRARY									
		10/31/2025 (10/25) Balance				.00 *		.00 *	.00
		12/31/2025 (12/25) Period Totals and Balance				.00 *		.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00	YTD Budget	.00	Unearned	.00
251-48510-000-000 MISC REV: REBATES									
		10/31/2025 (10/25) Balance				.00 *		.00 *	.00
		12/31/2025 (12/25) Period Totals and Balance				.00 *		.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00	YTD Budget	.00	Unearned	.00
251-48550-000-000 DONATIONS: LIBRARY									
		10/31/2025 (10/25) Balance				.00 *		.00 *	11,949.89-
CR	1000024501	DONATION- - LIBRARY 11.1.25						294.64-	
		Description: DONATION- - LIBRARY 11.1.25							
CR	1000024526	DONATION- - LIBRARY 11.8.25						3,407.05-	
		Description: DONATION- - LIBRARY 11.8.25							
CR	1000024548	DONATION- - LIBRARY 11.15.25						17,752.18-	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-48550-000-000 DONATIONS: LIBRARY (continued)					
		Description: DONATION- - LIBRARY 11.15.25			
CR	1000024560	DONATION- - LIBRARY 11.22.25		23.00-	
		Description: DONATION- - LIBRARY 11.22.25			
		11/30/2025 (11/25) Period Totals and Balance	.00 *	21,476.87- *	33,426.76-
AP	382	US BANK	139.93		
		**VendorNo: 1950 **Inv. No: 12/15/25-JPOPPLE **Desc: VOL LUNCH FEST FOODS 218530 **Inv. Date: 12/09/25			
CR	1000024577	DONATION- - LIBRARY 11.29.25		445.57-	
		Description: DONATION- - LIBRARY 11.29.25			
CR	1000024597	DONATION- - LIBRARY 12.6.25		300.00-	
		Description: DONATION- - LIBRARY 12.6.25			
CR	1000024619	DONATION- - LIBRARY 12.13.25		21.85-	
		Description: DONATION- - LIBRARY 12.13.25			
CR	1000024643	DONATION- - LIBRARY 12.27.25		547.13-	
		Description: DONATION- - LIBRARY 12.27.25			
		12/31/2025 (12/25) Period Totals and Balance	139.93 *	1,314.55- *	34,601.38-
YTD Encumbrance	.00	YTD Actual 34,601.38- Total 34,601.38- YTD Budget	61,500.00- Unearned	26,898.62	
251-48900-000-000 OTHER: REVENUE MISCELLANEOUS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	373,035.00-
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	373,035.00-
YTD Encumbrance	.00	YTD Actual 373,035.00- Total 373,035.00- YTD Budget	373,035.00- Unearned	.00	
251-49300-000-000 FUND BALANCES APPLIED					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55111-101-000 LIBRARY: SALARIES (continued)					
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	347,926.51
PB	135	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	50.00		
PB	597	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	50.00		
PC	20	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	13,711.21		
PC	135	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	13,711.20		
PC	263	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	13,682.60		
		11/30/2025 (11/25) Period Totals and Balance	41,205.01 *	.00 *	389,131.52
PC	21	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	13,734.09		
PC	139	PAYROLL TRANS FOR 12/28/2025 PAY PERIOD	13,711.23		
		12/31/2025 (12/25) Period Totals and Balance	27,445.32 *	.00 *	416,576.84
YTD Encumbrance	.00	YTD Actual 416,576.84 Total 416,576.84	YTD Budget 388,564.00	Unexpended 28,012.84-	
251-55111-103-000 LIBRARY: OVERTIME					
		10/31/2025 (10/25) Balance	.00 *	.00 *	1,189.40
PC	21	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	39.65		
PC	200	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	34.34		
PC	264	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	101.37		
		11/30/2025 (11/25) Period Totals and Balance	175.36 *	.00 *	1,364.76
PC	87	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	17.17		
PC	182	PAYROLL TRANS FOR 12/28/2025 PAY PERIOD	8.58		
		12/31/2025 (12/25) Period Totals and Balance	25.75 *	.00 *	1,390.51
YTD Encumbrance	.00	YTD Actual 1,390.51 Total 1,390.51	YTD Budget .00	Unexpended 1,390.51-	
251-55111-105-000 LIBRARY: CALL-IN PAY					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55111-106-000 LIBRARY: HOLIDAY PAY (continued)					
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00 YTD Budget .00	Unexpended .00		
251-55111-107-000 LIBRARY: SICK PAY					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	24,652.81
PB	22	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	1,037.44		
PB	247	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	1,037.03		
PB	471	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	1,039.96		
		11/30/2025 (11/25) Period Totals and Balance	3,114.43 *	.00 *	27,767.24
PB	22	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	1,037.46		
PB	227	PAYROLL TRANS FOR 12/28/2025 PAY PERIOD	1,049.57		
		12/31/2025 (12/25) Period Totals and Balance	2,087.03 *	.00 *	29,854.27
YTD Encumbrance	.00	YTD Actual 29,854.27 Total 29,854.27 YTD Budget 28,518.00	Unexpended 1,336.27-		
251-55111-119-000 LIBRARY: RETIREMENT (R)					
		10/31/2025 (10/25) Balance	.00 *	.00 *	25,620.30
PB	21	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	1,114.82		
PB	246	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	1,114.46		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55111-119-000 LIBRARY: RETIREMENT (R) (continued)					
PB	470	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	1,117.13		
		11/30/2025 (11/25) Period Totals and Balance	3,346.41 *	.00 *	28,966.71
PB	21	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	1,114.85		
PB	226	PAYROLL TRANS FOR 12/28/2025 PAY PERIOD	1,069.23		
		12/31/2025 (12/25) Period Totals and Balance	2,184.08 *	.00 *	31,150.79
YTD Encumbrance	.00	YTD Actual	31,150.79	Total	31,150.79
		YTD Budget	26,882.00	Unexpended	4,268.79-
251-55111-121-000 LIBRARY: GRP HLTH INS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	73,807.78
PB	132	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	3,019.61		
PB	357	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	3,019.61		
PB	594	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	3,019.61		
PC	22	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	416.68		
PC	136	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	416.68		
PC	265	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	416.68		
		11/30/2025 (11/25) Period Totals and Balance	10,308.87 *	.00 *	84,116.65
PB	126	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	3,019.61		
PC	22	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	416.68		
		12/31/2025 (12/25) Period Totals and Balance	3,436.29 *	.00 *	87,552.94
YTD Encumbrance	.00	YTD Actual	87,552.94	Total	87,552.94
		YTD Budget	108,778.00	Unexpended	21,225.06
251-55111-122-000 LIBRARY: LIFE INS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	1,066.20
PB	133	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	62.05		
PB	358	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	62.05		
PB	595	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	62.05		
		11/30/2025 (11/25) Period Totals and Balance	186.15 *	.00 *	1,252.35
PB	127	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	62.05		
		12/31/2025 (12/25) Period Totals and Balance	62.05 *	.00 *	1,314.40
YTD Encumbrance	.00	YTD Actual	1,314.40	Total	1,314.40
		YTD Budget	1,500.00	Unexpended	185.60
251-55111-123-000 LIBRARY: INC PROTECT					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	2,000.00	Unexpended	2,000.00
251-55111-124-000 LIBRARY: WORK COMP					
		10/31/2025 (10/25) Balance	.00 *	.00 *	3,458.65

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55111-124-000 LIBRARY: WORK COMP (continued)					
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	3,458.65
YTD Encumbrance	.00	YTD Actual 3,458.65 Total 3,458.65 YTD Budget 3,500.00 Unexpended 41.35			
251-55111-125-000 LIBRARY: HLTH INS DEDUCTIB					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	240.00
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	240.00
YTD Encumbrance	.00	YTD Actual 240.00 Total 240.00 YTD Budget 316.00 Unexpended 76.00			
251-55112-104-000 LIBRARY: PT WAGES					
		10/31/2025 (10/25) Balance	.00 *	.00 *	96,042.68
PC	75	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	5,648.01		
PC	198	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	5,755.78		
PC	319	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	4,653.90		
		11/30/2025 (11/25) Period Totals and Balance	16,057.69 *	.00 *	112,100.37
PC	85	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	5,654.64		
PC	180	PAYROLL TRANS FOR 12/28/2025 PAY PERIOD	4,650.66		
		12/31/2025 (12/25) Period Totals and Balance	10,305.30 *	.00 *	122,405.67
YTD Encumbrance	.00	YTD Actual 122,405.67 Total 122,405.67 YTD Budget 107,259.00 Unexpended 15,146.67-			
251-55112-110-000 LIBRARY: PTO					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55112-110-000 LIBRARY: PTO (continued)					
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
251-55112-116-000 LIBRARY: PT RETIRE					
		10/31/2025 (10/25) Balance	.00 *	.00 *	2,267.84
PB	138	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	108.23		
PB	362	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	95.40		
PB	600	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	76.58		
		11/30/2025 (11/25) Period Totals and Balance	280.21 *	.00 *	2,548.05
PB	131	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	95.77		
PB	286	PAYROLL TRANS FOR 12/28/2025 PAY PERIOD	87.60		
		12/31/2025 (12/25) Period Totals and Balance	183.37 *	.00 *	2,731.42
YTD Encumbrance	.00	YTD Actual 2,731.42 Total 2,731.42	YTD Budget 4,067.00	Unexpended 1,335.58	
251-55112-118-000 LIBRARY: SOCIAL SECURITY					
		10/31/2025 (10/25) Balance	.00 *	.00 *	7,515.38
PB	134	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	424.98		
PB	359	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	433.18		
PB	596	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	348.89		
		11/30/2025 (11/25) Period Totals and Balance	1,207.05 *	.00 *	8,722.43
PB	128	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	425.47		
PB	284	PAYROLL TRANS FOR 12/28/2025 PAY PERIOD	355.80		
		12/31/2025 (12/25) Period Totals and Balance	781.27 *	.00 *	9,503.70
YTD Encumbrance	.00	YTD Actual 9,503.70 Total 9,503.70	YTD Budget 8,205.00	Unexpended 1,298.70-	
251-55112-122-000 LIBRARY: LIFE INS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	541.47
PB	137	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	30.93		
PB	361	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	30.93		
PB	599	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	30.93		
		11/30/2025 (11/25) Period Totals and Balance	92.79 *	.00 *	634.26
PB	130	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	30.93		
		12/31/2025 (12/25) Period Totals and Balance	30.93 *	.00 *	665.19
YTD Encumbrance	.00	YTD Actual 665.19 Total 665.19	YTD Budget 550.00	Unexpended 115.19-	
251-55112-123-000 LIBRARY: INC PROTECT					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55112-123-000 LIBRARY: INC PROTECT (continued)					
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	1,910.48
AP	419	US BANK	495.00		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: 2025 WLA CONFERENCE **Inv. Date: 11/09/25			
AP	610	US BANK	141.00		
		**VendorNo: 1950 **Inv. No: 11/15/25-MREINKE **Desc: TRAINING **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	636.00 *	.00 *	2,546.48
AP	45	BAUMGART, SIMON	156.39		
		**VendorNo: 2813 **Inv. No: 11.24.25 **Desc: TRAVEL EXPENSE - POLAR VR WORKSHOP (MADISON) **Inv. Date: 11/24/25			
		12/31/2025 (12/25) Period Totals and Balance	156.39 *	.00 *	2,702.87
YTD Encumbrance	.00	YTD Actual 2,702.87 Total 2,702.87	YTD Budget 2,000.00	Unexpended 702.87-	
251-55115-206-000 LIBRARY: TELEPHONE					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	7,013.54
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	7,013.54
YTD Encumbrance	.00	YTD Actual 7,013.54 Total 7,013.54	YTD Budget 6,809.00	Unexpended 204.54-	
251-55115-209-000 LIBRARY: INS & BONDING					
		10/31/2025 (10/25) Balance	.00 *	.00 *	2,220.00
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	2,220.00
YTD Encumbrance	.00	YTD Actual 2,220.00 Total 2,220.00	YTD Budget 2,100.00	Unexpended 120.00-	
251-55115-211-000 LIBRARY: CONTRACT SERVICES					
		10/31/2025 (10/25) Balance	.00 *	.00 *	4,088.64
AP	21	WiLS	997.50		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55115-211-000 LIBRARY: CONTRACT SERVICES (continued)					
		**VendorNo: 2181 **Inv. No: WIL030 **Desc: 25-26 STRATEGIC PLANNING COHORT **Inv. Date: 10/31/25			
AP	353	OFFICE TECHNOLOGY GROUP	160.91		
		**VendorNo: 1406 **Inv. No: 324830 **Desc: LIBRARY COPIER MAINTENANCE **Inv. Date: 11/18/25			
		11/30/2025 (11/25) Period Totals and Balance	1,158.41 *	.00 *	5,247.05
AP	179	OFFICE TECHNOLOGY GROUP	226.47		
		**VendorNo: 1406 **Inv. No: 326134 **Desc: LIBRARY COPIER MAINTENANCE **Inv. Date: 12/18/25			
		12/31/2025 (12/25) Period Totals and Balance	226.47 *	.00 *	5,473.52
YTD Encumbrance	.00	YTD Actual 5,473.52 Total 5,473.52 YTD Budget 4,000.00 Unexpended 1,473.52-			
251-55115-215-000 LIBRARY: MOVIE LICENSE					
		10/31/2025 (10/25) Balance	.00 *	.00 *	454.77
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	454.77
YTD Encumbrance	.00	YTD Actual 454.77 Total 454.77 YTD Budget .00 Unexpended 454.77-			
251-55115-216-000 LIBRARY: POSTAGE					
		10/31/2025 (10/25) Balance	.00 *	.00 *	1,632.15
AP	401	US BANK	8.40		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 11/09/25			
AP	403	US BANK	8.40		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 11/09/25			
AP	405	US BANK	8.40		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 11/09/25			
AP	406	US BANK	8.40		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 11/09/25			
AP	407	US BANK	8.40		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 11/09/25			
AP	415	US BANK	21.95		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: HEARING LOOP RETURN **Inv. Date: 11/09/25			
AP	416	US BANK	8.40		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 11/09/25			
AP	420	US BANK	8.40		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 11/09/25			
AP	422	US BANK	8.40		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	89.15 *	.00 *	1,721.30
AP	306	US BANK	8.40		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55115-216-000 LIBRARY: POSTAGE (continued)					
		**VendorNo: 1950 **Inv. No: 12/15/25-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 12/09/25			
AP	307	US BANK	8.40		
		**VendorNo: 1950 **Inv. No: 12/15/25-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 12/09/25			
AP	310	US BANK	8.40		
		**VendorNo: 1950 **Inv. No: 12/15/25-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	25.20 *	.00 *	1,746.50
YTD Encumbrance	.00	YTD Actual 1,746.50 Total 1,746.50 YTD Budget 2,000.00 Unexpended 253.50			
251-55115-217-000 LIBRARY: MEMBERSHIP & DUES					
		10/31/2025 (10/25) Balance	.00 *	.00 *	579.74
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	579.74
YTD Encumbrance	.00	YTD Actual 579.74 Total 579.74 YTD Budget 1,200.00 Unexpended 620.26			
251-55115-218-000 LIBRARY: OWLS MEMBERSHIP					
		10/31/2025 (10/25) Balance	.00 *	.00 *	27,783.00
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	27,783.00
YTD Encumbrance	.00	YTD Actual 27,783.00 Total 27,783.00 YTD Budget 27,783.00 Unexpended .00			
251-55115-253-000 LIBRARY: PROMOTIONAL MATERIALS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	720.91
AP	6	OUTAGAMIE WAUPACA LIBRARY	18.00		
		**VendorNo: 1427 **Inv. No: 4710 **Desc: HOOPLA BROCHURE **Inv. Date: 11/25/25			
		12/31/2025 (12/25) Period Totals and Balance	18.00 *	.00 *	738.91
YTD Encumbrance	.00	YTD Actual 738.91 Total 738.91 YTD Budget 650.00 Unexpended 88.91-			
251-55115-282-000 LIBRARY: TECHNOLOGY					
		10/31/2025 (10/25) Balance	.00 *	.00 *	5,868.18
AP	325	DRS SOUND INC	336.00		
		**VendorNo: 2927 **Inv. No: 10.14.25 **Desc: DRS SOUND - HEARING LOOP REPAIR **Inv. Date: 10/14/25			
		11/30/2025 (11/25) Period Totals and Balance	336.00 *	.00 *	6,204.18
AP	457	US BANK	14.89		
		**VendorNo: 1950 **Inv. No: 12/15/25-MREINKE **Desc: TECHNOLOGY **Inv. Date: 12/09/25			
AP	523	US BANK	29.54		
		**VendorNo: 1950 **Inv. No: 12/15/25-SBAUMGART **Desc: ReusablePLADissacant **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	44.43 *	.00 *	6,248.61

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55115-282-000 LIBRARY: TECHNOLOGY (continued)					
YTD Encumbrance	.00	YTD Actual 6,248.61 Total 6,248.61	YTD Budget 5,267.00	Unexpended 981.61-	
251-55115-301-000 LIBRARY: SUPPLIES					
		10/31/2025 (10/25) Balance	.00 *	.00 *	6,148.78
AP	592	US BANK	10.90		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: LIBRARYSUPPLIES8961012 **Inv. Date: 11/09/25			
AP	594	US BANK	32.67		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: LIBRARYSUPPLIES3370621 **Inv. Date: 11/09/25			
AP	598	US BANK	21.96		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: LIBRARYSUPPLIES7205806 **Inv. Date: 11/09/25			
AP	599	US BANK	55.24		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: LIBRARYSUPPLIES9933199294 **Inv. Date: 11/09/25			
AP	600	US BANK	11.75		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: LIBRARYSUPPLIES8810613 **Inv. Date: 11/09/25			
AP	601	US BANK	130.55		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: LIBRARYSUPPLIES526076 **Inv. Date: 11/09/25			
AP	603	US BANK	27.15		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: LIBRARYSUPPLIES6134632 **Inv. Date: 11/09/25			
AP	605	US BANK	172.38		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: LIBRARYSUPPLIES5289043700 **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	462.60 *	.00 *	6,611.38
AP	4	OFFICE OUTFITTERS	19.99		
		**VendorNo: 1405 **Inv. No: 526425 **Desc: STAFF NAME TAG **Inv. Date: 10/16/25			
AP	5	OFFICE OUTFITTERS	389.00		
		**VendorNo: 1405 **Inv. No: 527302 **Desc: LOGOED WINDOW ENVELOPES **Inv. Date: 11/10/25			
AP	439	US BANK	31.44		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: LIBRARYSUPPLIES3033814 **Inv. Date: 12/09/25			
AP	443	US BANK	190.59		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: LIBRARYSUPPLIES16563 **Inv. Date: 12/09/25			
AP	451	US BANK	22.99		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: LIBRARYSUPPLIES4383460 **Inv. Date: 12/09/25			
AP	452	US BANK	11.24		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: LIBRARYSUPPLIES5738644 **Inv. Date: 12/09/25			
AP	127	OUTAGAMIE WAUPACA LIBRARY	76.50		
		**VendorNo: 1427 **Inv. No: 4725 **Desc: RECEIPT PAPER - 1 CASE **Inv. Date: 12/11/25			
AP	141	BIG SHOT PRODUCTIONS LLC	187.50		
		**VendorNo: 213 **Inv. No: #25-3538 **Desc: WALKING BOOK BAGS **Inv. Date: 12/12/25			
		12/31/2025 (12/25) Period Totals and Balance	929.25 *	.00 *	7,540.63

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55115-301-000 LIBRARY: SUPPLIES (continued)					
YTD Encumbrance	.00	YTD Actual	7,540.63	Total	7,540.63
		YTD Budget	10,000.00	Unexpended	2,459.37
251-55115-320-000 LIBRARY: BUILDING EXPENSES					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	16,047.36
PC	76	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	764.16		
PC	199	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	764.16		
PC	320	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	764.16		
		11/30/2025 (11/25) Period Totals and Balance	2,292.48 *	.00 *	18,339.84
PC	86	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	764.16		
PC	181	PAYROLL TRANS FOR 12/28/2025 PAY PERIOD	764.16		
		12/31/2025 (12/25) Period Totals and Balance	1,528.32 *	.00 *	19,868.16
YTD Encumbrance	.00	YTD Actual	19,868.16	Total	19,868.16
		YTD Budget	19,000.00	Unexpended	868.16-
251-55120-118-000 LIBRARY: DONATIONS SOCIAL SEC					
		10/31/2025 (10/25) Balance	.00 *	.00 *	1,227.57
PB	136	PAYROLL TRANS FOR 11/2/2025 PAY PERIOD	58.46		
PB	360	PAYROLL TRANS FOR 11/16/2025 PAY PERIOD	58.46		
PB	598	PAYROLL TRANS FOR 11/30/2025 PAY PERIOD	58.46		
		11/30/2025 (11/25) Period Totals and Balance	175.38 *	.00 *	1,402.95
PB	129	PAYROLL TRANS FOR 12/14/2025 PAY PERIOD	58.46		
PB	285	PAYROLL TRANS FOR 12/28/2025 PAY PERIOD	58.46		
		12/31/2025 (12/25) Period Totals and Balance	116.92 *	.00 *	1,519.87
YTD Encumbrance	.00	YTD Actual	1,519.87	Total	1,519.87
		YTD Budget	1,500.00	Unexpended	19.87-
251-55120-250-000 LIBRARY: DONATIONS MATERIALS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	2,894.32
AP	408	US BANK	54.89		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: DONATIONS - AB UPDATE **Inv. Date: 11/09/25			
AP	409	US BANK	12.83		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55120-250-000 LIBRARY: DONATIONS MATERIALS (continued)					
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: DONATIONS - AB UPDATE **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	67.72 *	.00 *	2,962.04
AP	8	OUTAGAMIE WAUPACA LIBRARY	153.00		
		**VendorNo: 1427 **Inv. No: 4710 **Desc: DONATION FLYER **Inv. Date: 11/25/25			
AP	305	US BANK	36.63		
		**VendorNo: 1950 **Inv. No: 12/15/25-EBAILEY **Desc: DONATIONS - AB UPDATE **Inv. Date: 12/09/25			
AP	312	US BANK	10.47		
		**VendorNo: 1950 **Inv. No: 12/15/25-EBAILEY **Desc: DONATIONS - AB UPDATE **Inv. Date: 12/09/25			
AP	314	US BANK	30.99		
		**VendorNo: 1950 **Inv. No: 12/15/25-EBAILEY **Desc: DONATIONS - ACCESSIBILITY **Inv. Date: 12/09/25			
AP	315	US BANK	206.12		
		**VendorNo: 1950 **Inv. No: 12/15/25-EBAILEY **Desc: DONATIONS - ACCESSIBILITY **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	437.21 *	.00 *	3,399.25
YTD Encumbrance .00 YTD Actual 3,399.25 Total 3,399.25 YTD Budget 8,000.00 Unexpended 4,600.75					
251-55120-255-000 LIBRARY: DONATIONS PROGRAMS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	7,529.84
AP	2	OFFICE OUTFITTERS	44.95		
		**VendorNo: 1405 **Inv. No: 526424 **Desc: PLAQUE FOR LUNCH & LEARN DONATION FUNDING **Inv. Date: 10/16/25			
AP	606	US BANK	324.00		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: DONATIONSPROGRAMS526028 **Inv. Date: 11/09/25			
AP	608	US BANK	63.11		
		**VendorNo: 1950 **Inv. No: 11/15/25-MREINKE **Desc: DONATIONS PROGRAM **Inv. Date: 11/09/25			
AP	609	US BANK	275.00		
		**VendorNo: 1950 **Inv. No: 11/15/25-MREINKE **Desc: DONATIONS PROGRAM **Inv. Date: 11/09/25			
AP	659	US BANK	30.96		
		**VendorNo: 1950 **Inv. No: 11/15/25-SBAUMGART **Desc: FoundationTeenPizza **Inv. Date: 11/09/25			
AP	665	US BANK	8.94		
		**VendorNo: 1950 **Inv. No: 11/15/25-SBAUMGART **Desc: NewStorywalkBook **Inv. Date: 11/09/25			
AP	677	US BANK	8.99		
		**VendorNo: 1950 **Inv. No: 11/15/25-TWILCOX **Desc: FOUNDAT-DONATIONS-YAMENHEALTH **Inv. Date: 11/09/25			
AP	681	US BANK	301.97		
		**VendorNo: 1950 **Inv. No: 11/15/25-TWILCOX **Desc: FOUNDAT-DONATIONS-YAMENHEALTH **Inv. Date: 11/09/25			
AP	682	US BANK	145.78		
		**VendorNo: 1950 **Inv. No: 11/15/25-TWILCOX **Desc: FRIENDS-DONATIONS **Inv. Date: 11/09/25			
AP	158	SCHOOL DISTRICT OF WAUPACA	125.00		
		**VendorNo: 1667 **Inv. No: MR111925 **Desc: MADRIGALS SINGING AT LUNCH & LEARN **Inv. Date: 11/19/25			
		11/30/2025 (11/25) Period Totals and Balance	1,328.70 *	.00 *	8,858.54

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55120-255-000 LIBRARY: DONATIONS PROGRAMS (continued)					
AP	13	SCHOLASTIC INC. **VendorNo: 1665 **Inv. No: 75259520 **Desc: FOUNDATION UNDESIGNATED DONATION FOR CHILD FIND EVENT **Inv. Date: 09/29/25	47.70		
AP	14	SCHOLASTIC INC. **VendorNo: 1665 **Inv. No: 77195595 **Desc: WINCHESTER BOOKS FOR YULETIDE TRAIL **Inv. Date: 10/22/25	167.00		
AP	332	US BANK **VendorNo: 1950 **Inv. No: 12/15/25-EKNEER **Desc: FOUNDATION-EXHIBIT-PROG-YULETI **Inv. Date: 12/09/25	315.06		
AP	456	US BANK **VendorNo: 1950 **Inv. No: 12/15/25-MREINKE **Desc: DONATIONS PROGRAM **Inv. Date: 12/09/25	32.49		
AP	460	US BANK **VendorNo: 1950 **Inv. No: 12/15/25-MREINKE **Desc: DONATIONS PROGRAM **Inv. Date: 12/09/25	995.10		
AP	461	US BANK **VendorNo: 1950 **Inv. No: 12/15/25-MREINKE **Desc: DONATIONS PROGRAM **Inv. Date: 12/09/25	35.49		
AP	462	US BANK **VendorNo: 1950 **Inv. No: 12/15/25-MREINKE **Desc: DONATIONS PROGRAM **Inv. Date: 12/09/25	25.98		
AP	522	US BANK **VendorNo: 1950 **Inv. No: 12/15/25-SBAUMGART **Desc: BookForStorywalk **Inv. Date: 12/09/25	11.38		
		12/31/2025 (12/25) Period Totals and Balance	1,630.20 *	.00 *	10,488.74
YTD Encumbrance	.00	YTD Actual 10,488.74 Total 10,488.74	YTD Budget 18,000.00	Unexpended 7,511.26	
251-55120-282-000 LIBRARY: DONATIONS TECHNOLOGY					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
AP	326	DRS SOUND INC **VendorNo: 2927 **Inv. No: 11.18.25 **Desc: HEARING LOOP FOR MEETING ROOMS **Inv. Date: 11/18/25	1,599.00		
		11/30/2025 (11/25) Period Totals and Balance	1,599.00 *	.00 *	1,599.00
AP	7	OUTAGAMIE WAUPACA LIBRARY **VendorNo: 1427 **Inv. No: 4710 **Desc: 3 DELL PRO SLIM PUBLIC ADULT INTERNET PCS **Inv. Date: 11/25/25	1,896.00		
		12/31/2025 (12/25) Period Totals and Balance	1,896.00 *	.00 *	3,495.00
YTD Encumbrance	.00	YTD Actual 3,495.00 Total 3,495.00	YTD Budget 5,000.00	Unexpended 1,505.00	
251-55120-290-000 LIBRARY: DONATIONS AUDIO VISUA					
		10/31/2025 (10/25) Balance	.00 *	.00 *	90.39
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	90.39
YTD Encumbrance	.00	YTD Actual 90.39 Total 90.39	YTD Budget 2,000.00	Unexpended 1,909.61	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55120-301-000 LIBRARY: DONATIONS SUPPLIES					
		10/31/2025 (10/25) Balance	.00 *	.00 *	7,004.46
AP	449	US BANK	2.72		
		**VendorNo: 1950 **Inv. No: 11/15/25-EKNEER **Desc: FOUNDATION-SUPPLIES **Inv. Date: 11/09/25			
AP	591	US BANK	23.79		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: DONATIONSSUPPLIES8810613 **Inv. Date: 11/09/25			
AP	593	US BANK	26.99		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: DONATIONSSUPPLIES6333865 **Inv. Date: 11/09/25			
AP	595	US BANK	23.33		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: DONATIONSSUPPLIES982763 **Inv. Date: 11/09/25			
AP	607	US BANK	160.00		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: DONATIONSSUPPLIES14139 **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	236.83 *	.00 *	7,241.29
AP	42	BURNS, MARY	314.07		
		**VendorNo: 2680 **Inv. No: 10.06.25 **Desc: LITTLE FREE PANTRY ITEMS PURCHASED **Inv. Date: 10/06/25			
AP	333	US BANK	26.72		
		**VendorNo: 1950 **Inv. No: 12/15/25-EKNEER **Desc: FOUNDATION-SUPPLIES-WINCHESTER **Inv. Date: 12/09/25			
AP	334	US BANK	198.07		
		**VendorNo: 1950 **Inv. No: 12/15/25-EKNEER **Desc: FOUNDATION-SUPPLIES-MAILING **Inv. Date: 12/09/25			
AP	335	US BANK	156.00		
		**VendorNo: 1950 **Inv. No: 12/15/25-EKNEER **Desc: FOUNDATION-SUPPLIES-MAILING **Inv. Date: 12/09/25			
AP	336	US BANK	89.19		
		**VendorNo: 1950 **Inv. No: 12/15/25-EKNEER **Desc: FOUNDATION-SUPPLIES-WINCHESTER **Inv. Date: 12/09/25			
AP	441	US BANK	10.99		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: DONATIONSSUPPLIES006385 **Inv. Date: 12/09/25			
AP	449	US BANK	400.00		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: DONATIONSSUPPLIES305896 **Inv. Date: 12/09/25			
AP	453	US BANK	8.58		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: DONATIONSSUPPLIES8862625 **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	1,203.62 *	.00 *	8,444.91
YTD Encumbrance	.00	YTD Actual	8,444.91	Total	8,444.91
		YTD Budget	8,000.00	Unexpended	444.91-
251-55125-255-000 LIBRARY: PROGRAMS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	1,200.58

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55125-255-110 LIBRARY: PROGRAMS - ADULT (continued)					
AP	611	US BANK	88.59		
		**VendorNo: 1950 **Inv. No: 11/15/25-MREINKE **Desc: ADULT PROGRAMS **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	88.59 *	.00 *	1,289.17
AP	455	US BANK	51.00		
		**VendorNo: 1950 **Inv. No: 12/15/25-MREINKE **Desc: ADULT PROGRAMS **Inv. Date: 12/09/25			
AP	458	US BANK	19.48		
		**VendorNo: 1950 **Inv. No: 12/15/25-MREINKE **Desc: ADULT PROGRAMS **Inv. Date: 12/09/25			
AP	459	US BANK	48.36		
		**VendorNo: 1950 **Inv. No: 12/15/25-MREINKE **Desc: ADULT PROGRAMS **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	118.84 *	.00 *	1,408.01
YTD Encumbrance	.00	YTD Actual	1,408.01	Total	1,408.01
		YTD Budget	1,500.00	Unexpended	91.99
251-55125-255-210 LIBRARY: PROGRAMS - CHILDREN'S					
		10/31/2025 (10/25) Balance	.00 *	.00 *	1,923.28
AP	616	US BANK	48.98		
		**VendorNo: 1950 **Inv. No: 11/15/25-PREEDY **Desc: CHILDRENS PROGRAMS - HallMain **Inv. Date: 11/09/25			
AP	619	US BANK	17.94		
		**VendorNo: 1950 **Inv. No: 11/15/25-PREEDY **Desc: CHILDRENS PROGRAMS **Inv. Date: 11/09/25			
AP	658	US BANK	20.45		
		**VendorNo: 1950 **Inv. No: 11/15/25-SBAUMGART **Desc: DogmanPizzaPartyEmergencyPizza **Inv. Date: 11/09/25			
AP	660	US BANK	16.99		
		**VendorNo: 1950 **Inv. No: 11/15/25-SBAUMGART **Desc: DogmanPopcornMovie **Inv. Date: 11/09/25			
AP	662	US BANK	5.31		
		**VendorNo: 1950 **Inv. No: 11/15/25-SBAUMGART **Desc: CraftSticksforWedActivity **Inv. Date: 11/09/25			
AP	663	US BANK	20.45		
		**VendorNo: 1950 **Inv. No: 11/15/25-SBAUMGART **Desc: DogmanPizzaParty **Inv. Date: 11/09/25			
AP	664	US BANK	96.81		
		**VendorNo: 1950 **Inv. No: 11/15/25-SBAUMGART **Desc: CSLPstoreNextSummerSupplies **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	226.93 *	.00 *	2,150.21
AP	309	US BANK	56.95		
		**VendorNo: 1950 **Inv. No: 12/15/25-EBAILEY **Desc: EARLY LITERACY CALENDARS **Inv. Date: 12/09/25			
AP	470	US BANK		19.99-	
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS PROGRAMS Yule Movie **Inv. Date: 12/09/25			
AP	473	US BANK	51.98		
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS PROGRAMS Yule Movie **Inv. Date: 12/09/25			
AP	476	US BANK	113.34		
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS PROGRAMS Yule Wheel **Inv. Date: 12/09/25			
AP	479	US BANK	58.27		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55125-255-210 LIBRARY: PROGRAMS - CHILDREN'S (continued)					
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS PROGRAMS Yule Movie **Inv. Date: 12/09/25			
AP	480	US BANK	27.95		
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS PROGRAMS -Yule Movie **Inv. Date: 12/09/25			
AP	519	US BANK	80.14		
		**VendorNo: 1950 **Inv. No: 12/15/25-SBAUMGART **Desc: PizzaForFilmingEvent **Inv. Date: 12/09/25			
AP	520	US BANK	23.96		
		**VendorNo: 1950 **Inv. No: 12/15/25-SBAUMGART **Desc: PopcornForYuletideMovie **Inv. Date: 12/09/25			
AP	521	US BANK	3.67		
		**VendorNo: 1950 **Inv. No: 12/15/25-SBAUMGART **Desc: GFVegOptionFilmingFood **Inv. Date: 12/09/25			
AP	524	US BANK	164.51		
		**VendorNo: 1950 **Inv. No: 12/15/25-SBAUMGART **Desc: LEGOKitsForContests **Inv. Date: 12/09/25			
AP	526	US BANK	58.92		
		**VendorNo: 1950 **Inv. No: 12/15/25-SBAUMGART **Desc: HotGlueGunsForCrafts **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	639.69 *	19.99- *	2,769.91
YTD Encumbrance	.00	YTD Actual 2,769.91 Total 2,769.91 YTD Budget 3,000.00 Unexpended 230.09			
251-55125-255-310 LIBRARY: PROGRAMS - TEEN					
		10/31/2025 (10/25) Balance	.00 *	.00 *	870.10
AP	679	US BANK	20.02		
		**VendorNo: 1950 **Inv. No: 11/15/25-TWILCOX **Desc: PROGRAMS-TEEN **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	20.02 *	.00 *	890.12
AP	543	US BANK	20.00		
		**VendorNo: 1950 **Inv. No: 12/15/25-TWILCOX **Desc: PROGRAMS-TEEN **Inv. Date: 12/09/25			
AP	549	US BANK	26.13		
		**VendorNo: 1950 **Inv. No: 12/15/25-TWILCOX **Desc: PROGRAMS-TEEN **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	46.13 *	.00 *	936.25
YTD Encumbrance	.00	YTD Actual 936.25 Total 936.25 YTD Budget 1,000.00 Unexpended 63.75			
251-55130-250-000 LIBRARY: BOOKS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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
251-55130-250-115 LIBRARY: BOOKS - ADULT					
		10/31/2025 (10/25) Balance	.00 *	.00 *	13,165.76
AP	402	US BANK	15.59		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: ADULT BOOKS - NONFICTION **Inv. Date: 11/09/25			
AP	404	US BANK	17.60		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: ADULT BOOKS - NONFICTION **Inv. Date: 11/09/25			
AP	410	US BANK	15.40		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: ADULT BOOKS - NONFICTION **Inv. Date: 11/09/25			
AP	411	US BANK	10.99		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: ADULT BOOKS - NONFICTION **Inv. Date: 11/09/25			
AP	412	US BANK	19.25		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: ADULT BOOKS - NONFICTION **Inv. Date: 11/09/25			
AP	413	US BANK	14.97		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: ADULT BOOKS - NONFICTION **Inv. Date: 11/09/25			
AP	414	US BANK	16.49		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: ADULT BOOKS - NONFICTION **Inv. Date: 11/09/25			
AP	417	US BANK	15.95		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: ADULT BOOKS - NONFICTION **Inv. Date: 11/09/25			
AP	418	US BANK	19.25		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: ADULT BOOKS - NONFICTION **Inv. Date: 11/09/25			
AP	421	US BANK	11.39		
		**VendorNo: 1950 **Inv. No: 11/15/25-EBAILEY **Desc: ADULT BOOKS - FICTION **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	156.88 *	.00 *	13,322.64
AP	308	US BANK	24.87		
		**VendorNo: 1950 **Inv. No: 12/15/25-EBAILEY **Desc: ADULT BOOKS - FICTION **Inv. Date: 12/09/25			
AP	311	US BANK	6.61		
		**VendorNo: 1950 **Inv. No: 12/15/25-EBAILEY **Desc: ADULT BOOKS - FICTION **Inv. Date: 12/09/25			
AP	313	US BANK	7.09		
		**VendorNo: 1950 **Inv. No: 12/15/25-EBAILEY **Desc: ADULT BOOKS - FICTION **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	38.57 *	.00 *	13,361.21
YTD Encumbrance	.00	YTD Actual 13,361.21 Total 13,361.21 YTD Budget 17,000.00 Unexpended 3,638.79			

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55130-250-120 LIBRARY: BOOKS - ADULT LG PRNT					
		10/31/2025 (10/25) Balance	.00 *	.00 *	1,748.53
AP	46	GALE CENGAGE LEARNING	24.80		
		**VendorNo: 683 **Inv. No: 999101551954 **Desc: LARGE PRINT **Inv. Date: 10/03/25			
AP	47	GALE CENGAGE LEARNING	27.20		
		**VendorNo: 683 **Inv. No: 999101552977 **Desc: LARGE PRINT **Inv. Date: 10/03/25			
AP	48	GALE CENGAGE LEARNING	219.93		
		**VendorNo: 683 **Inv. No: 999101554304 **Desc: LARGE PRINT **Inv. Date: 10/03/25			
AP	49	GALE CENGAGE LEARNING	22.39		
		**VendorNo: 683 **Inv. No: 999101563294 **Desc: LARGE PRINT **Inv. Date: 10/06/25			
AP	50	GALE CENGAGE LEARNING	48.80		
		**VendorNo: 683 **Inv. No: 999101579303 **Desc: LARGE PRINT **Inv. Date: 10/09/25			
AP	51	GALE CENGAGE LEARNING	26.39		
		**VendorNo: 683 **Inv. No: 999101595344 **Desc: LARGE PRINT **Inv. Date: 10/14/25			
AP	590	US BANK	123.59		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: ADULTLRGPRINT2208715 **Inv. Date: 11/09/25			
AP	604	US BANK	441.05		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: ADULTLRGPRINT999101597367 **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	934.15 *	.00 *	2,682.68
AP	163	GALE CENGAGE LEARNING	24.80		
		**VendorNo: 683 **Inv. No: 999101674350 **Desc: LARGE PRINT **Inv. Date: 10/31/25			
AP	164	GALE CENGAGE LEARNING	32.79		
		**VendorNo: 683 **Inv. No: 999101694105 **Desc: LARGE PRINT **Inv. Date: 11/06/25			
AP	165	GALE CENGAGE LEARNING	75.20		
		**VendorNo: 683 **Inv. No: 999101732186 **Desc: LARGE PRINT **Inv. Date: 11/20/25			
AP	256	GALE CENGAGE LEARNING	126.36		
		**VendorNo: 683 **Inv. No: 999101763024 **Desc: LARGE PRINT **Inv. Date: 12/04/25			
AP	445	US BANK	19.99		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: ADULTLRGPRINT5738644 **Inv. Date: 12/09/25			
AP	450	US BANK		31.44-	
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: ADULTLRGPRINT999101704649 **Inv. Date: 12/09/25			
AP	257	GALE CENGAGE LEARNING	54.40		
		**VendorNo: 683 **Inv. No: 999101776085 **Desc: LARGE PRINT **Inv. Date: 12/10/25			
		12/31/2025 (12/25) Period Totals and Balance	333.54 *	31.44- *	2,984.78
YTD Encumbrance	.00	YTD Actual	2,984.78	Total	2,984.78
		YTD Budget	3,000.00	Unexpended	15.22
251-55130-250-215 LIBRARY: BOOKS - CHILDRENS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	14,754.91
AP	657	US BANK	19.82		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55130-250-215 LIBRARY: BOOKS - CHILDRENS (continued)					
		**VendorNo: 1950 **Inv. No: 11/15/25-SBAUMGART **Desc: AmazonReplacementBackordered **Inv. Date: 11/09/25			
AP	661	US BANK	903.37		
		**VendorNo: 1950 **Inv. No: 11/15/25-SBAUMGART **Desc: OctoberBooksNoBAT **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	923.19 *	.00 *	15,678.10
AP	525	US BANK	358.21		
		**VendorNo: 1950 **Inv. No: 12/15/25-SBAUMGART **Desc: NovBookOrder **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	358.21 *	.00 *	16,036.31
YTD Encumbrance	.00	YTD Actual	16,036.31	Total	16,036.31
		YTD Budget	16,000.00	Unexpended	36.31-
251-55130-250-315 LIBRARY: BOOKS - TEEN					
		10/31/2025 (10/25) Balance	.00 *	.00 *	1,795.54
AP	678	US BANK	254.17		
		**VendorNo: 1950 **Inv. No: 11/15/25-TWILCOX **Desc: BOOKS-TEEN **Inv. Date: 11/09/25			
AP	680	US BANK	453.51		
		**VendorNo: 1950 **Inv. No: 11/15/25-TWILCOX **Desc: BOOKS-TEEN **Inv. Date: 11/09/25			
AP	683	US BANK	7.19		
		**VendorNo: 1950 **Inv. No: 11/15/25-TWILCOX **Desc: BOOKS-TEEN **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	714.87 *	.00 *	2,510.41
AP	544	US BANK	14.30		
		**VendorNo: 1950 **Inv. No: 12/15/25-TWILCOX **Desc: BOOKS-TEEN **Inv. Date: 12/09/25			
AP	545	US BANK	14.38		
		**VendorNo: 1950 **Inv. No: 12/15/25-TWILCOX **Desc: BOOKS-TEEN **Inv. Date: 12/09/25			
AP	547	US BANK	40.17		
		**VendorNo: 1950 **Inv. No: 12/15/25-TWILCOX **Desc: BOOKS-TEEN **Inv. Date: 12/09/25			
AP	550	US BANK	14.38		
		**VendorNo: 1950 **Inv. No: 12/15/25-TWILCOX **Desc: BOOKS-TEEN **Inv. Date: 12/09/25			
AP	551	US BANK	13.74		
		**VendorNo: 1950 **Inv. No: 12/15/25-TWILCOX **Desc: BOOKS-TEEN **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	96.97 *	.00 *	2,607.38
YTD Encumbrance	.00	YTD Actual	2,607.38	Total	2,607.38
		YTD Budget	3,175.00	Unexpended	567.62
251-55130-250-410 LIBRARY: BOOKS - MAG & NEWSPAP					
		10/31/2025 (10/25) Balance	.00 *	.00 *	4,543.40
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	4,543.40
YTD Encumbrance	.00	YTD Actual	4,543.40	Total	4,543.40
		YTD Budget	4,600.00	Unexpended	56.60
251-55130-250-610 LIBRARY: BOOKS - MATERIAL REPL					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55130-250-610 LIBRARY: BOOKS - MATERIAL REPL (continued)					
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	1,664.89
AP	516	US BANK	12.96		
		**VendorNo: 1950 **Inv. No: 11/15/25-JPOPPLE **Desc: ADULT MOVIES 4865025 **Inv. Date: 11/09/25			
AP	517	US BANK	145.05		
		**VendorNo: 1950 **Inv. No: 11/15/25-JPOPPLE **Desc: ADULT MOVIES 3629042 **Inv. Date: 11/09/25			
AP	518	US BANK	60.90		
		**VendorNo: 1950 **Inv. No: 11/15/25-JPOPPLE **Desc: ADULT MOVIES 7163450 **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	218.91 *	.00 *	1,883.80
AP	384	US BANK	99.09		
		**VendorNo: 1950 **Inv. No: 12/15/25-JPOPPLE **Desc: ADULT MOVIES 1821064 **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	99.09 *	.00 *	1,982.89
YTD Encumbrance	.00	YTD Actual 1,982.89 Total 1,982.89	YTD Budget 2,300.00	Unexpended 317.11	
251-55135-290-130 LIBRARY: A/V - ADULT AUDIO BKS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	224.27
AP	596	US BANK	29.50		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: ADULTAUDIOBOOKS2687442 **Inv. Date: 11/09/25			
AP	597	US BANK	433.92		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: ADULTAUDIOBOOKS9553865 **Inv. Date: 11/09/25			
AP	602	US BANK	30.95		
		**VendorNo: 1950 **Inv. No: 11/15/25-LJANDACEK **Desc: ADULTAUDIOBOOKS0392260 **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	494.37 *	.00 *	718.64
AP	438	US BANK		29.50-	
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: ADULTAUDIOBOOKS2687442 **Inv. Date: 12/09/25			
AP	440	US BANK	20.96		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: ADULTAUDIOBOOKS7124258 **Inv. Date: 12/09/25			
AP	442	US BANK		112.94-	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55135-290-130 LIBRARY: A/V - ADULT AUDIO BKS (continued)					
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: ADULTAUDIOBOOKS9553865 **Inv. Date: 12/09/25			
AP	444	US BANK	34.99		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: ADULTAUDIOBOOKS4383460 **Inv. Date: 12/09/25			
AP	446	US BANK	144.69		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: ADULTAUDIOBOOKS2663427 **Inv. Date: 12/09/25			
AP	447	US BANK	83.84		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: ADULTAUDIOBOOKS900125349 **Inv. Date: 12/09/25			
AP	448	US BANK	193.79		
		**VendorNo: 1950 **Inv. No: 12/15/25-LJANDACEK **Desc: ADULTAUDIOBOOKS7753838 **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	478.27 *	142.44- *	1,054.47
YTD Encumbrance	.00	YTD Actual	1,054.47	Total	1,054.47
		YTD Budget	1,000.00	Unexpended	54.47-
251-55135-290-135 LIBRARY: A/V - ADULT MUSIC					
		10/31/2025 (10/25) Balance	.00 *	.00 *	324.93
AP	519	US BANK	10.99		
		**VendorNo: 1950 **Inv. No: 11/15/25-JPOPPLE **Desc: ADULT MUSIC 4799459 **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	10.99 *	.00 *	335.92
AP	381	US BANK	12.97		
		**VendorNo: 1950 **Inv. No: 12/15/25-JPOPPLE **Desc: ADULT MUSIC 6158664 **Inv. Date: 12/09/25			
AP	383	US BANK	29.77		
		**VendorNo: 1950 **Inv. No: 12/15/25-JPOPPLE **Desc: ADULT MUSIC 6158664 **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	42.74 *	.00 *	378.66
YTD Encumbrance	.00	YTD Actual	378.66	Total	378.66
		YTD Budget	600.00	Unexpended	221.34
251-55135-290-220 LIBRARY: A/V - CHILDRENS MOVIE					
		10/31/2025 (10/25) Balance	.00 *	.00 *	797.72
AP	617	US BANK	15.87		
		**VendorNo: 1950 **Inv. No: 11/15/25-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 11/09/25			
AP	618	US BANK	16.99		
		**VendorNo: 1950 **Inv. No: 11/15/25-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	32.86 *	.00 *	830.58
AP	469	US BANK	39.92		
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 12/09/25			
AP	471	US BANK	46.79		
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 12/09/25			
AP	472	US BANK	32.35		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55135-290-220 LIBRARY: A/V - CHILDRENS MOVIE (continued)					
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 12/09/25			
AP	474	US BANK	8.77		
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 12/09/25			
AP	475	US BANK	21.83		
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 12/09/25			
AP	477	US BANK	35.90		
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 12/09/25			
AP	478	US BANK	16.99		
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 12/09/25			
AP	481	US BANK	53.14		
		**VendorNo: 1950 **Inv. No: 12/15/25-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	255.69 *	.00 *	1,086.27
YTD Encumbrance	.00	YTD Actual	1,086.27	Total	1,086.27
		YTD Budget	1,200.00	Unexpended	113.73
251-55135-290-225 LIBRARY: A/V - CHILD AUDIO BKS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	854.00
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	854.00
YTD Encumbrance	.00	YTD Actual	854.00	Total	854.00
		YTD Budget	854.00	Unexpended	.00
251-55135-290-230 LIBRARY: A/V - CHILDRENS MUSIC					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) 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					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
251-55135-290-325 LIBRARY: A/V - TEEN AUDIO BKS					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
251-55135-290-420 LIBRARY: A/V - VIDEO GAMES					
		10/31/2025 (10/25) Balance	.00 *	.00 *	576.76

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55135-290-420 LIBRARY: A/V - VIDEO GAMES (continued)					
AP	676	US BANK	59.88		
		**VendorNo: 1950 **Inv. No: 11/15/25-TWILCOX **Desc: VIDEOGAMES **Inv. Date: 11/09/25			
		11/30/2025 (11/25) Period Totals and Balance	59.88 *	.00 *	636.64
AP	546	US BANK	138.00		
		**VendorNo: 1950 **Inv. No: 12/15/25-TWILCOX **Desc: VIDEOGAMES **Inv. Date: 12/09/25			
AP	548	US BANK	118.94		
		**VendorNo: 1950 **Inv. No: 12/15/25-TWILCOX **Desc: VIDEOGAMES **Inv. Date: 12/09/25			
		12/31/2025 (12/25) Period Totals and Balance	256.94 *	.00 *	893.58
YTD Encumbrance	.00	YTD Actual	893.58	Total	893.58
		YTD Budget	900.00	Unexpended	6.42
251-55135-290-510 LIBRARY: A/V - E-BOOKS/E-RESRC					
		10/31/2025 (10/25) Balance	.00 *	.00 *	12,235.00
AP	2	MIDWEST TAPE LLC	1,000.00		
		**VendorNo: 1263 **Inv. No: 2000020367-DEC2025 **Desc: HOOPLA ADVANCE FOR DOWNLOADABLE CONTENT **Inv. Date: 12/01/25			
		12/31/2025 (12/25) Period Totals and Balance	1,000.00 *	.00 *	13,235.00
YTD Encumbrance	.00	YTD Actual	13,235.00	Total	13,235.00
		YTD Budget	12,235.00	Unexpended	1,000.00-
251-55135-290-610 LIBRARY: A/V - MATERIAL REPL					
		10/31/2025 (10/25) Balance	.00 *	.00 *	.00
		12/31/2025 (12/25) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
Number of transactions: 283 Number of accounts: 89			Debit	Credit	Proof
Grand Totals:			147,051.57	25,827.46-	121,224.11

Exhibit Room Report

Respectfully Submitted by Liz Kneer, Exhibit Room Coordinator

Exhibit Room Agenda January 2026

The American Library Association and the Pulitzer Prizes just announced they are partnering for the next traveling exhibit through ALA. Only 20 libraries across the country will be selected, but I am working on the application and getting ideas for programs and collaborations with the School District of Waupaca, City of Waupaca, Winchester Academy of Waupaca, Waupaca Historical Society and our own internal departments.

As you may recall, we had great feedback on the Banned Books exhibit this fall. A librarian patron asked if we will do this exhibit again, and while it won't be in the Exhibit Room, we are looking at ways to have a dispersed exhibit throughout the library and in the shared lobby with city hall to continue the conversation and education on this important topic.

2025 YEAR END REPORT:

It's always fun to look back at the year, and we have had a really successful 2025 in the Exhibit Room. I'm thankful for our community collaborators, our phenomenal Exhibit Room committee volunteers, the amazing support from my fellow library staff, (especially in the Children's Department since they open and close the Exhibit Room each day), and for YOU, our library foundation board, who advocates for the important work we do in the library.

2025 was another great year for the Exhibit Room. We hosted a diverse offering of exhibits and programs and had attendance numbers that exceeded any previous year. Collaborations and relationships were strengthened with community partners, working with over 20 unique partners, on a city, county, state and national level. We created many meaningful connections with our patrons this year:

- We hosted 7 exhibits with a total of 26,266 visitors
- We hosted 2 dispersed exhibits, 1 in the City Hall lobby, 1 on the bandstand
- We provided 26 in-person programs with 3208 in attendance

We continued to have Exhibit Room Committee meetings this year; our volunteers are a huge asset to the library (and me!) providing great ideas and generously donating their time and expertise to install our exhibits.

Throughout 2025, I attended weekly Rotary meetings, served as the club secretary/board member, am a member of the Rotary Youth Exchange Committee and volunteer for club activities including October/Rocktoberfest and Casino Royale. I am on the Waupaca Arts Hub Executive Community, attend monthly board meetings, and sat on the interview committee to hire their new executive director. I attended monthly Women's Information Network (WIN) meetings, an outstanding opportunity to network and spread the word on library events. I helped coordinate the Yuletide Trail with the Waupaca Arts and Cultural Network (WAACN), and gave the library's annual WAACN update at the January city council meeting.

Internally, I attended monthly meetings with our marketing team and worked closely with all departments to create and host programming for all ages.

My priorities for 2026 are to keep looking for new ways to market and get the word out about the Exhibit Room, continue to install high quality exhibits, provide meaningful programs/events that relate to our exhibits, and sustain and encourage field trip attendance for local school districts.

We will start the year with a remaining budget of \$3,425.26 from 2025. At this time, I am not requesting any additional funding for items outside of our general budget.

The 2025 Program Attendance Report, 2025 Monthly Visits Report, 2025 Exhibit Room Show Attendance, 2025 Actual Budget, and Proposed 2026 Exhibit Room Budget are included with this report.

PAST EXHIBIT:

World War I: Lessons & Legacies (October 18-extended to December 13)

World War I: Lessons & Legacies was a great exhibit, and wonderful opportunity to bring local students to the library and Exhibit Room for field trips. In total, 3698 people visited World War I: Lessons and Legacies.

ON EXHIBIT:

Second Life Alchemy (December 13-February 1)

Second Life Alchemy is off to a great start with 727 visitors in December. This exhibit features artwork from Cayla Paukstat, who repurposes old canvases, patches them with discarded books, and paints over them for her own original

artwork. Thanks to our AMAZING Exhibit Room committee volunteers, we were able to install her artwork on Monday, December 13 and reopen the same day.

We are working on scheduling a program with the teen department to have Cayla create recycled artwork with participants. We also have a scavenger hunt alongside the exhibit; visitors can drop off their completed sheet for a chance to win one of Cayla's paintings!

Second Life Alchemy is on display through February 1.

UPCOMING EXHIBIT:

Youth Art Month

Mark your calendars for this ray-of-sunshine exhibit, opening on February 7! This is another wonderful partnership with the School District of Waupaca (this time, art teachers), bringing in lots of new faces, creating opportunities to connect with families in our community. The reception/awards night is scheduled for Monday, February 9 at 6pm. The Library Foundation sponsors the Chamber gift certificates that are awarded to students for Best in Show (\$25), and 1st (\$20), 2nd (\$15) and 3rd (\$10) place for each division, totaling \$160.

MONTHLY ATTENDANCE REPORT:

The attendance chart for December is included with this report.

2025 Schedule

- *Shelter In Knowledge*-December 21, 2024 - February 1, 2025
- *Youth Art Month*: February 8-March 29
- *Waupaca International Cultural Exchange Committee*: April 5 - May 31
- *Marie App Oeuvre (Summer Learning Program: Color Our World/Art)* : June 7-August 2
- ~~*You Can't Read This*~~ - *Censorship Is So 1984. Read for Your Rights. / Banned Books*: August 9-October 11
- *World War I: Lessons & Legacies*: October 18-December 6
- *Second Life Alchemy*: December 13, 2025 -February 1, 2026

2026 Schedule

- *Second Life Alchemy*: December 13-February 1
- *Youth Art Month*: February 7-March 28
- *Gardens/Local Agriculture*: April 4-May 30
- *Summer Learning Program (Unearth a Story/Dinosaurs)* : June 6-August 1
- *WCAB 20th Anniversary*: August 8-October 3
- *Kevin Knopp*: October 10-December 5
- *Quilts*: December 12-January 30

2027 Schedule

- *Quilts*: December 12-January 30
- *Youth Art Month*: February 6-March 27
- *30 Works by 30 Artists*: April 3- May 29
- *Summer Learning Program (Mystery/Detective/Suspense)*: June 5-July 31
- *LGBTQ*: August 7-October 2
- *Women and Water: Mary Burns*: October 9-December 4
- *TBD (Religions)*: December 11-January 29

2028 Schedule

- *TBD (Religions)*: December 11-January 29
- *Youth Art Month*: February 5-March 25/April 1

DECEMBER 2025 EXHIBIT ROOM VISITS

12/1/2025	Monday	46
12/2/2025	Tuesday	42
12/3/2025	Wednesday	102
12/4/2025	Thursday	54
12/5/2025	Friday	58
12/6/2025	Saturday	241
12/7/2025	Sunday	closed
12/8/2025	Monday	46
12/9/2025	Tuesday	45
12/10/2025	Wednesday	42
12/11/2025	Thursday	25
12/12/2025	Friday	98
12/13/2025	Saturday	57
12/14/2025	Sunday	closed
12/15/2025	Monday	19
12/16/2025	Tuesday	23
12/17/2025	Wednesday	96
12/18/2025	Thursday	47
12/19/2025	Friday	80
12/20/2025	Saturday	28
12/21/2025	Sunday	closed
12/22/2025	Monday	46
12/23/2025	Tuesday	54
12/24/2025	Wednesday	closed
12/25/2025	Thursday	closed
12/26/2025	Friday	63
12/27/2025	Saturday	32
12/28/2025	Sunday	closed
12/29/2025	Monday	113
12/30/2025	Tuesday	126
12/31/2025	Wednesday	closed
TOTAL		1583

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.

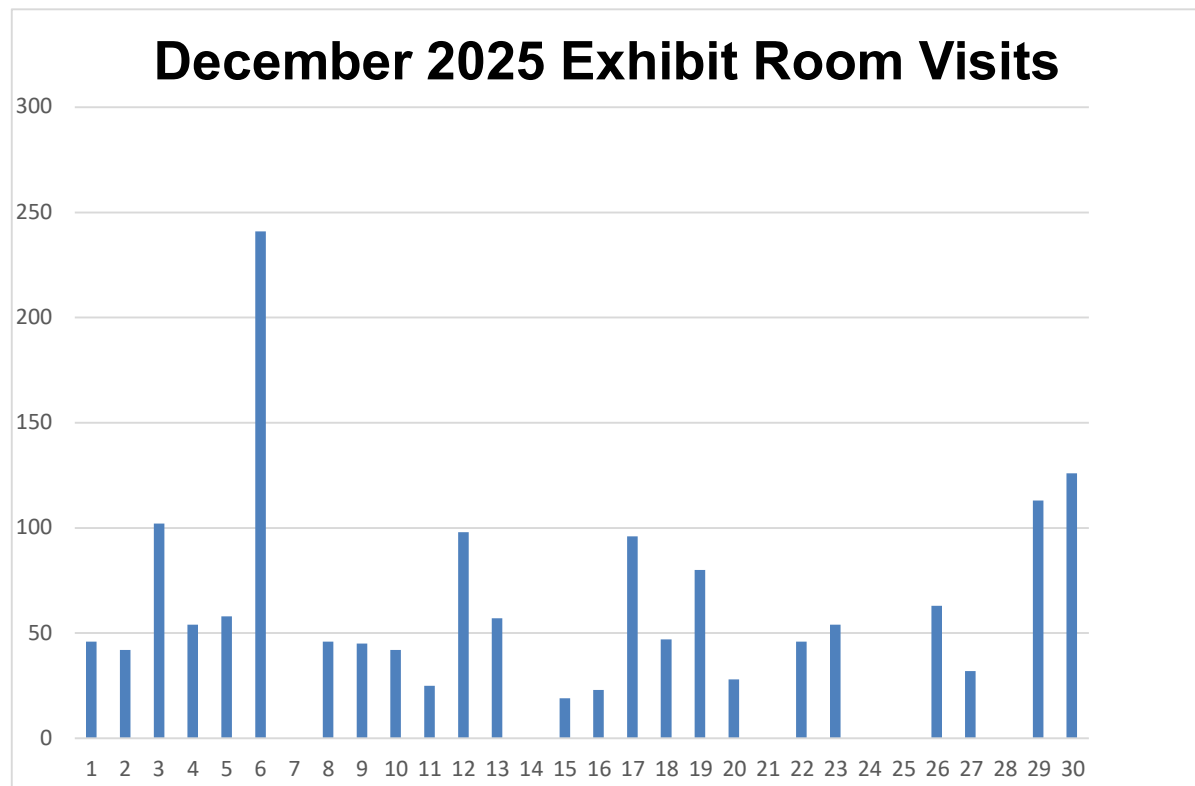
WWI (October) = 1031

WWI (November) = 1811

WWI (December) = 856

WWI TOTAL = 3698

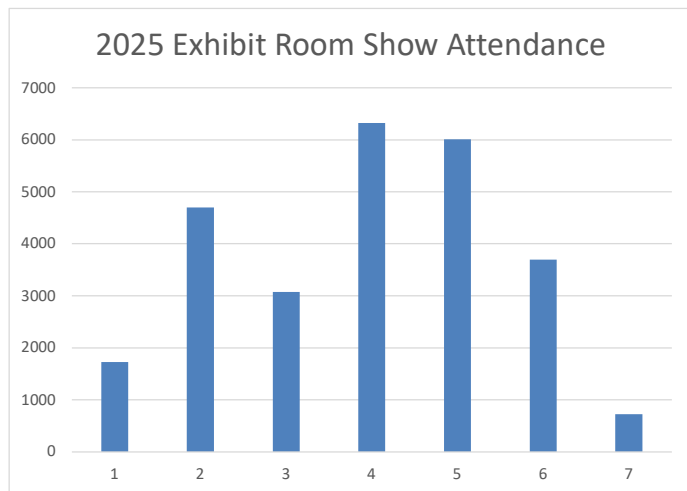
Second Life Alchemy (December) = 727



2025 Waupaca Area Public Library Exhibit Room Show Attendance

Shelter in Knowledge	1728
Youth Art Month	4702
WICEC	3078
Marie App Watercolors	6323
Banned Books	6010
WWI	3698
Second Life Alchemy	727

TOTAL 26266



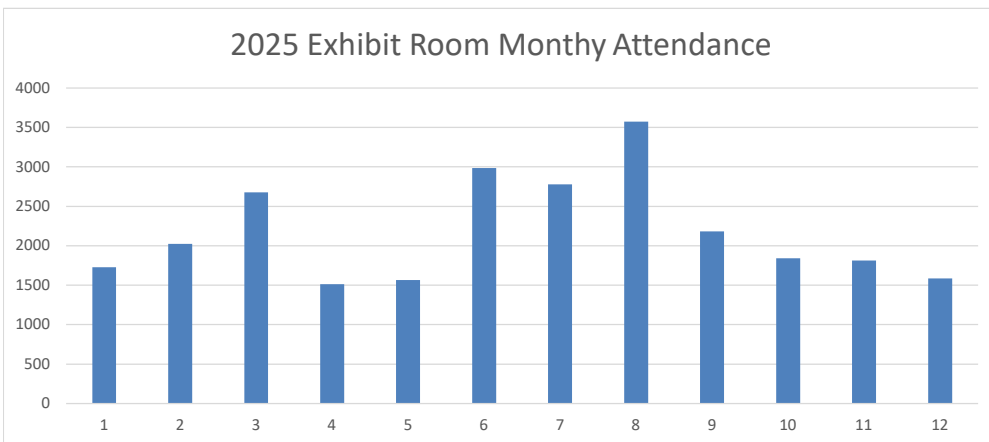
Total Attendance in 2009 = 13,817
 Total Attendance in 2010 = 17,526
 Total Attendance in 2011 = 11,923
 Total Attendance in 2012 = 13,441
 Total Attendance in 2013 = 13,530
 Total Attendance in 2014 = 19,096
 Total Attendance in 2015 = 18,974
 Total Attendance in 2016 = 14,760
 Total Attendance in 2017 = 13,955
 Total Attendance in 2018 = 17,162
 Total Attendance in 2019 = 18,959
 Total Attendance in 2020 = 3611*
 Total Attendance in 2021 = 1579*
 Total Attendance in 2022 = 14,368
 Total Attendance in 2023 = 18,054
 Total Attendance in 2024 = 27,457
 Total Attendance in 2025 = 26,266

*Exhibit Room closed March 2020-August 2021, October 2021 due to Covid-19 restrictions

2025 Waupaca Area Public Library Exhibit Room Total Monthly Attendance

January	1728
February	2022
March	2680
April	1512
May	1566
June	2987
July	2777
August	3575
September	2184
October	1841
November	1811
December	1583

TOTAL 26266

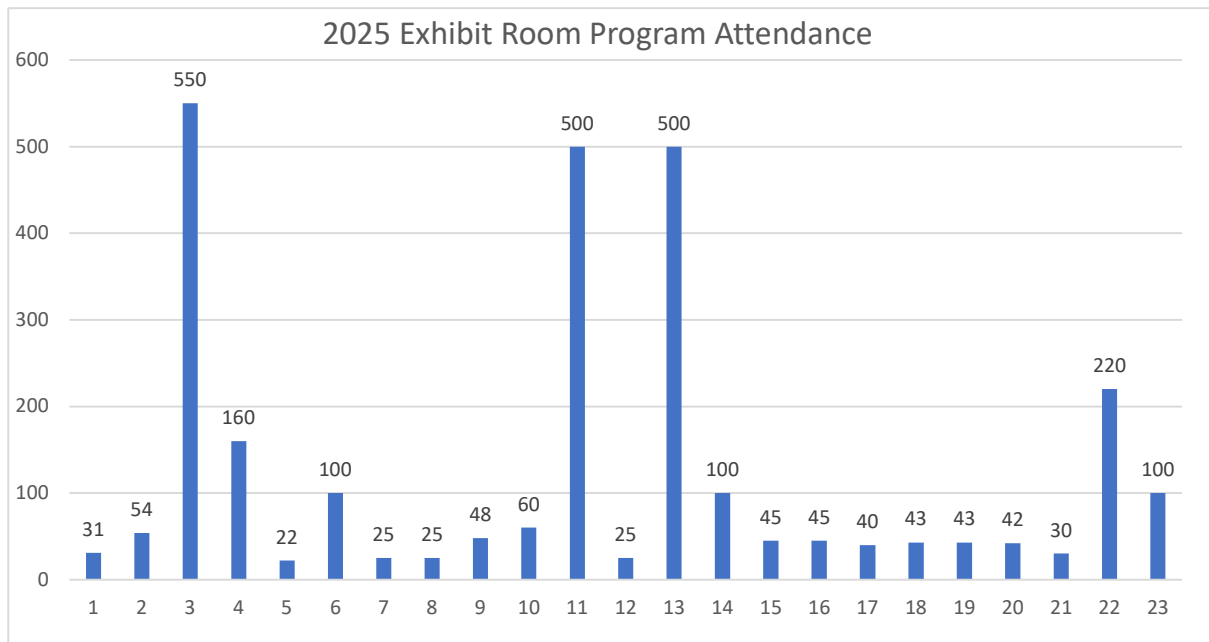


2025 Exhibit Room Programs

<u>Date</u>	<u>Program</u>	<u>Exhibit</u>	<u>Attendance</u>
2/10/2025	Youth Art Month Reception	Youth Art Month	350
2/19/2025	Arts Hub After School Program	Youth Art Month	18
2/24/2025	2nd Grade Field Trip Library Visit	Youth Art Month	32
2/25/2025	2nd Grade Field Trip Library Visit	Youth Art Month	31
2/27/2025	2nd Grade Field Trip Library Visit	Youth Art Month	54
3/6/2025	Ruta Sepetys WHS Presentation	-	550
3/6/2025	Ruta Sepetys Community Presentation	-	160
3/19/2025	Arts Hub After School Program	Youth Art Month	22
3/10/2025	Youth Art Month Bunnie Craft (Passive)	Youth Art Month	100
4/12/2025	City/Library Anniversary Activity	-	25
4/16/2025	All Things Japanese After School Program	WICEC	25
4/28/2025	Carol Kratz Winchester Presentation	WICEC	48
6/2/2025	Waupaca Media Winchester Presentation	-	60
10/1/2025	Ruta Sepetys/Steve Sheinkin 4-6 Grades Presentation	-	500
10/1/2025	Ruta Sepetys/Steve Sheinkin Lunch Discussion	-	25
10/1/2025	Ruta Sepetys/Steve Sheinkin 7-9 Grades Presentation	-	500
10/1/2025	Ruta Sepetys/Steve Sheinkin Community Presentation	-	100
11/3/2025	3rd Grade Field Trip	WWI	45
11/6/2025	3rd Grade Field Trip	WWI	45
11/7/2025	3rd Grade Field Trip	WWI	40
11/11/2025	2nd Grade Field Trip	WWI	43
11/13/2025	2nd Grade Field Trip	WWI	43
11/14/2025	2nd Grade Field Trip	WWI	42
11/24/2025	WHS Field Trip	WWI	30
12/6/2025	Yuletide Trail Activities	-	220
12/6/2025	Gratitude Journals	-	100

TOTAL

3208



2025 Overdue Fees												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$0.40	\$0.00	\$0.00	\$7.46	\$0.00	\$0.00	\$0.00	\$0.00	\$7.35	\$0.00	\$0.00	\$0.00	\$15.21
2025 Running Total												
\$0.40	\$0.40	\$0.40	\$7.86	\$7.86	\$7.86	\$7.86	\$7.86	\$15.21	\$15.21	\$15.21	\$15.21	
2024 Overdue Fees												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$0.00	\$0.00	\$0.20	\$0.00	\$0.00	\$0.00	\$0.10	\$0.00	\$0.00	\$8.20	\$0.00	\$0.00	\$8.50
2024 Running Total												
\$0.00	\$0.00	\$0.20	\$0.20	\$0.20	\$0.20	\$0.30	\$0.30	\$0.30	\$8.50	\$8.50	\$8.50	
\$0.05	\$25.00	\$5.00	\$0.30	\$0.11	\$0.50	\$1.00	\$0.00	\$3.05	\$0.00	\$0.96	\$0.00	\$35.97
2023 Running Total												
\$0.05	\$25.05	\$30.05	\$30.35	\$30.46	\$30.96	\$31.96	\$31.96	\$35.01	\$35.01	\$35.97	\$35.97	\$35.97
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
2025 Copy Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$847.20	\$539.66	\$795.94	\$618.07	\$774.17	\$886.32	\$696.25	\$598.52	\$745.87	\$709.71	\$633.34	\$622.89	\$8,467.94
2024 Copy Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$580.46	\$484.37	\$580.97	\$590.98	\$589.02	\$466.69	\$582.83	\$773.13	\$546.49	\$690.51	\$514.64	\$574.91	\$6,975.00
2023 Copy Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$411.13	\$522.63	\$583.04	\$594.54	\$612.03	\$458.34	\$594.92	\$566.99	\$569.08	\$436.24	\$391.21	\$505.83	\$6,245.98
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
2025 Meeting Room Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$100.00	\$410.00	\$135.00	\$205.00	\$195.00	\$84.59	\$88.81	\$160.00	\$80.00	\$189.33	\$189.07	\$51.20	\$1,888.00
2024 Meeting Room Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$73.00	\$235.00	\$225.00	\$483.00	\$130.00	\$50.00	\$50.00	\$102.50	\$135.00	\$267.50	\$140.00	\$205.00	\$2,096.00
2023 Meeting Room Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$110.00	\$140.00	\$255.00	\$50.00	\$175.00	\$116.05	\$435.00	\$440.00	\$80.00	\$125.00	\$81.00	\$95.00	\$2,102.05
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
2025 Material Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$279.90	\$183.94	\$330.40	\$265.99	\$329.21	\$454.05	\$593.35	\$132.35	\$526.25	\$611.84	\$313.60	\$200.92	\$4,221.80

\$37.25	\$3.60	\$52.10	\$125.45	\$177.40	\$88.20	\$18.50	\$78.55	\$5.30	\$87.55	\$39.00	\$89.10	\$802.00
2024 WAIVED												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total
\$63.00	\$98.09	\$565.00	\$95.20	\$6.35	\$32.70	\$9.75	\$10.30	\$228.35	\$9.30	\$6.90	\$19.45	\$1,144.39
2023 WAIVED												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total
\$34.10	\$ 14.55	\$ 436.10	\$ 184.05	\$ 80.85	\$ 16.70	\$ 21.05	\$ 9.20	\$ 25.20	\$ 51.90	\$ 120.15	\$ 12.55	\$1,006.40
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

Library Usage 2025

Reference Transactions

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	894	892	894	775	1,007	1,286	1,046	997	1,079	1,236	867	821	11,794
2024	1,063	919	1,019	1,325	1,264	1,074	1,067	1,138	921	1,129	915	764	12,598
2019	1,051	938	1,252	1,040	1,046	837	1,021	1,242	1,030	1,084	896	764	12,201

Library Visits

Visits	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	8,075	7,276	8,075	7,981	8,093	10,120	10,076	9,886	7,977	9,175	7,392	7,100	101,226
2024	6,417	7,562	7,835	7,851	7,155	9,451	9,389	9,346	8,057	9,690	8,339	8,042	99,134
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

Internet Use

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025 wireless	737	733	879	838	838	1,095	1,081	1,063	820	1,046	782	734	10,646
2025 stations	458	432	534	488	569	688	637	659	485	645	328	477	6,400
2024 wireless	627	689	746	816	810	966	1,081	1,073	866	1,059	772	798	10,303
2024 stations	448	421	477	507	447	506	513	566	431	524	455	393	5,688
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

Curbside Pick-ups

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	7	10	7	14	10	16	12	8	6	7	6	6	109
2024	23	44	26	23	23	10	15	12	9	7	12	6	210
2023	60	40	44	25	40	44	27	28	27	24	17	20	396

Volunteer Hours

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	98.3	129.3	111.0	154.7	165.75	155.75	151.5	148	129	146	139.5	137.5	1,666
2024	17.75	23.5	47	37.5	47.2	69.25	54.25	86.25	81	103.25	76.45	75	718
2023	4.5	2	2.5	14.25	12.25	20	21	18.25	20.45	21.5	13.75	11.7	163

Adult Programming

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025 programs	10	9	2	9	11	8	7	6	8	9	7	3	89
2025 attendance	94	91	33	128	122	92	63	25	61	75	87	51	922
2024 programs	8	8	10	7	2	10	10	11	9	10	8	4	97
2024 attendance	106	73	119	68	4	126	74	68	91	92	135	61	1,017

Children's Programming

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025 programs	10	17	18	12	11	19	17	8	7	12	14	18	163
2025 attendance	362	592	604	357	529	504	477	162	261	389	552	514	5,303
2024 programs	7	11	12	14	8	11	16	7	5	18	14	9	132
2024 attendance	324	400	528	538	323	212	234	162	210	564	494	196	4,185

General Audience Programming

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025 programs	0	1	5	3	1	4	10	4	0	0	0	2	30
2025 attendance	0	250	506	38	7	197	296	694	0	0	0	320	2,308
2024 programs	1	3	2	7	2	4	2	2	1	1	2	8	35
2024 attendance	47	143	570	1,796	77	139	90	580	42	41	21	415	3,961

Teen Audience Programming

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025 programs	4	7	5	13	15	8	16	7	7	11	10	0	103
2025 attendance	35	38	23	324	668	85	84	42	33	45	34	0	1,411
2024 programs	5	5	3	8	4	9	5	4	4	15	6	4	72
2024 attendance	25	29	17	34	107	70	47	25	23	81	48	743	1,249

Study Room Usage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	93	86	93	78	74	88	101	80	68	85	64	63	973
2024	68	92	78	74	68	78	96	91	104	114	54	68	985
2023			120	71	88	96	100	122	65	93	59	41	855

Passport Applications

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	21	37	9	13	16	14	15	8	10	14	5	8	170
2024	10	24	17	2	15	5	8	11	10	13	11	20	146
2023							0	0	0	0	3	4	7

Notary

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	3	2	2	4	7	3	18	13	7	9	4	11	83
2024	5	6	8	9	7	5	2	4	3	4	6	5	64
2023							6	3	2	3	5	6	25

Little Free Pantry

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025	4,787	3,752	4,631	4,287	4,935	5,559	4,635	4,724	5,721	5,051	5,509	5,225	58,816
2024	2,426	3,711	3,623	3,610	3,870	4,255	3,346	4,347	5,112	6,185	4,041	3,771	48,297
2023		174	198	569	566	824	974	2,107	2,402	4,142	3,809	2,770	18,535

Monthly/YTD Circs and Renewals - December 2025

<u>Agency</u>	<u>Current Month</u>			<u>YTD</u>		
	<u>Circs</u>	<u>Renewals</u>	<u>Total</u>	<u>Circs</u>	<u>Renewals</u>	<u>Total</u>
Algoma	2,006	913	2,919	29,758	8,852	38,610
Appleton	32,337	13,315	45,652	441,710	147,741	589,451
Black Creek	1,363	796	2,159	24,511	8,334	32,845
Clintonville	2,911	906	3,817	41,990	10,857	52,847
Door Cty - Baileys Harbor	921	284	1,205	13,917	3,131	17,048
Door Cty - Egg Harbor	885	311	1,196	13,566	3,277	16,843
Door Cty - Ephraim	271	57	328	3,907	927	4,834
Door Cty - Fish Creek	496	158	654	7,609	1,777	9,386
Door Cty - Forestville	450	195	645	7,279	2,589	9,868
Door Cty - Sister Bay	2,249	670	2,919	33,888	8,538	42,426
Door Cty - Sturgeon Bay	6,940	2,537	9,477	95,073	28,891	123,964
Door Cty - Washington Island	638	129	767	9,429	1,313	10,742
Florence	612	161	773	8,584	1,355	9,939
Fremont	954	479	1,433	15,127	4,584	19,711
Gillett	325	91	416	4,966	1,607	6,573
Hortonville	4,156	1,638	5,794	64,956	19,458	84,414
Iola	1,518	595	2,113	21,153	5,807	26,960
Kaukauna	8,382	2,616	10,998	121,430	33,927	155,357
Kewaunee	2,846	1,099	3,945	37,301	11,617	48,918
Kimberly	9,949	3,433	13,382	142,857	44,040	186,897
Lakewood	1,657	547	2,204	26,003	6,268	32,271
Lena	579	217	796	9,098	2,976	12,074
Little Chute	7,284	2,877	10,161	110,831	37,955	148,786
Manawa	1,223	531	1,754	18,896	5,161	24,057
Marinette Cty - Coleman	642	294	936	8,489	2,594	11,083
Marinette Cty - Crivitz	1,141	597	1,738	23,184	7,172	30,356
Marinette Cty - Goodman	119	63	182	2,363	578	2,941
Marinette Cty - Marinette	2,614	942	3,556	41,418	11,563	52,981
Marinette Cty - Niagara	458	169	627	5,774	2,239	8,013
Marinette Cty - Peshtigo	525	238	763	8,746	2,729	11,475
Marinette Cty - Wausaukee	822	229	1,051	10,837	2,264	13,101
Marion	1,535	555	2,090	23,531	6,335	29,866
New London	3,320	953	4,273	52,340	11,035	63,375
Oconto	1,596	548	2,144	21,134	6,245	27,379
Oconto Falls	2,299	585	2,884	32,911	6,438	39,349
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Seymour	2,144	930	3,074	30,763	11,715	42,478
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Shawano Cty - Mattoon	189	62	251	1,887	537	2,424
Shawano Cty - Shawano	6,864	1,774	8,638	83,526	19,751	103,277
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Shawano Cty - Wittenberg	375	148	523	5,511	1,453	6,964
Shiocton	680	151	831	9,664	1,740	11,404
Suring	951	333	1,284	11,874	3,668	15,542
Waupaca	7,873	2,493	10,366	115,871	29,477	145,348
Weyauwega	1,077	596	1,673	18,185	7,395	25,580
Total	130,002	47,389	177,391	1,856,402	548,282	2,404,684

Posted 1/2/26

Circulation Statistics 2025

Waupaca 2025 Circulation													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D Total
2025 Downloads - ebooks	1,087	952	1,012	850	860	863	852	920	832	837	840	857	10,762
2024 Downloads - ebooks	1,124	980	1,069	993	956	901	997	982	913	827	850	919	11,511
2025 Downloads - Audio	1,294	1,261	1,294	1,197	1,286	1,216	1,080	1,226	1,174	1,369	1,269	1,237	14,903
2024 Downloads - Audio	1,194	1,120	1,158	1,175	1,211	1,167	1,157	1,126	1,057	1,169	1,132	1,124	13,790
2025 Downloads - Magazine	376	326	362	356	345	312	311	325	331	322	320	336	4,022
2024 Downloads - Magazine	324	331	371	113	209	225	197	162	245	249	327	356	3,109
2025 Downloads - Hoopla	462	391	412	377	358	358	416	435	418	431	395	376	4,829
2024 Downloads - Hoopla	351	358	390	408	383	366	377	397	369	393	388	368	4,548
Physical Items	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D Total
Renewals	2,408	2,356	2,526	2,645	2,568	2,329	2,788	2,353	2,392	2,441	2,178	2,493	29,477
Checkouts	10,601	9,693	10,718	9,491	9,396	11,143	11,222	9,263	8,989	9,040	8,442	7,873	115,871
Total Circulation w/renewals	13,009	12,049	13,244	12,136	11,964	13,472	14,010	11,616	11,381	11,481	10,620	10,366	145,348
2024 Totals	12,071	12,476	12,848	12,311	11,293	13,634	14,242	13,308	11,513	12,475	12,154	10,700	149,025
2023 Totals	12,166	11,647	14,336	11,693	11,755	13,647	14,026	15,718	12,341	13,306	12,227	11,150	154,012
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
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	February	March	April	May	June	July	August	September	October	November	December	Total	2025
Dayton	1,765	1,563	1,450	1,525	1,382	1,685	1,864	1,485	1,432	1,477	1,358	1,162	18,148	12%
Farmington	1,923	1,724	1,940	1,740	1,493	1,677	2,051	1,539	1,497	1,537	1,262	1,444	19,827	14%
Lind	609	413	594	604	502	531	568	530	621	577	550	572	6,671	5%
Waupaca (Town)	560	618	747	773	868	818	892	737	878	707	796	764	9,158	6%
Other Towns	584	718	819	477	560	638	694	552	570	607	543	540	7,302	5%
Town Total	5,441	5,036	5,550	5,119	4,805	5,349	6,069	4,843	4,998	4,905	4,509	4,482	61,106	42%
Waupaca (City)	4,702	4,378	4,929	4,449	4,345	4,781	4,656	3,898	4,076	3,888	3,628	3,630	51,360	35%
Waushara County	581	593	599	695	740	911	989	804	581	665	605	495	8,258	6%
Winnebago County	12	12	2	8	12	15	16	5	6	21	4	4	117	0%
Portage County	1,101	984	1,062	956	953	1,102	1,083	881	872	1,020	858	952	11,824	8%
Other	1,172	1,046	1,102	1,084	1,234	1,314	1,197	1,185	848	982	1,016	803	12,983	9%
Total	13,009	12,049	13,244	12,311	12,089	13,472	14,010	11,616	11,381	11,481	10,620	10,366	145,648	

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Total	130,002	47,389	177,391	1,856,402	548,282	2,404,684

Posted 1/2/26

Director's Report

Update on Operable Partition

The Library Foundation has voted to use funds from the Lee and Christine Driscoll memorial to replace the operable partition in the lower level meeting rooms. The quote is for \$20,920 from HJ Martin and I am in the process of confirming the timing.

Update on Radio Advertising

The end of the fiscal year kept us busy, and delayed the implementation of our advertising on WDUX. We will be launching our radio spots as sponsored by the Library Foundation on February 1 instead of January 1.

Carnegie Donation

The Carnegie Corporation of New York is providing all Carnegie libraries with a \$10,000 donation on the 250th anniversary of the Declaration of Independence. They have determined that we qualify, and the \$10,000 should soon be on its way to the Foundation shortly. Staff will be considering appropriate projects for the donation.

National Endowment for the Arts Big Read

We have indicated our intent to apply for the National Endowment of the Arts (NEA) Big Read for the 250th Anniversary of the Declaration of Independence. We've selected, from the list of options, *The House on Mango Street* by Sandra Cisneros. The full application is due by January 31, 2026; we've applied for \$5,000. Other City departments and not-for-profits are applying for other NEA grants connected to the 250th, and there may be a chance of a City-wide program.

Community Survey

As part of our long range strategic planning process we will be conducting a community survey this spring. We have begun working with the Wisconsin Library System (WILS) on the content, and the Library Foundation has made available \$200 for purchasing Chamber of Commerce of gift cards as rewards.

Furniture Updates

We have begun the process of updating furnishings on the Main Floor, reviewing options for repair or replacement of chairs that are aging out.

Respectfully submitted,

Eric Scott Bailey

December Programs

- **Wednesday, December 3**-Lunch and Learn-Madrigal Singers: 38 people
- **Thursday, December 4**-Como se Dice: 2 people (Molly, Simon, Mary P.)
- **Tuesday, December 9**-Gel Bead Air fresheners: 6 people (Mary P.)
- **No Book Club in December**
- **Thursday, December 17**-Third Thursday Film Series: It Happened on 5th Avenue 7 people (Mary P.)
- **Engagement Table**-Coloring Pages and Tree Cookie Ornament Craft

Lunch and Learn was amazing! We had the Waupaca High School Madrigal Singers come to sing at our program for the second year. We rounded out the program with a wrapping paper race, and a movie trivia game.



Mary held the December craft of Gel Air Fresheners. We had the unique “problem” of gel beads owned by the library that were no longer able to be used with children due to new safety standards. We upcycled them by filling spice jars with the beads, decorating the jars, and adding essential oils. They were enjoyed by those who attended, and Mary had requests from a few staff members who couldn't attend.



Book Club took a break for December, and will return in January with a guest host! Due to some unforeseen circumstances, we didn't have a staff member able to read and arrange the discussion. One of our regular members, Diane Forsythe volunteered to facilitate. She will be leading the discussion, and Linda will attend to be a staff presence and tech person. We are grateful to Diane, and excited to hear about Crying in H Mart!

Como se dice began its pause until February. At our last meeting on December 4th, Mary showcased how VR could be used as a language learning tool. While the teen who attended had fun playing around, it was quickly apparent that this type of application did not appeal to our older adults at the program. It's always great to try new things! I will meet with Simon soon to come up with our new plan for future Como se Dice programs.

Lastly, I wanted to acknowledge our amazing staff. I have had some random life disruptions to my work attendance, and my coworkers made it very easy to be gone. I'm thankful to be working with such a supportive team.



-Respectfully submitted by Molly Reinke

Adult Services Report

December began with a party. The volunteer luncheon was a huge success. There were about 35 volunteers along with various staff that were able to attend. We had warm beef and ham sandwiches, salad, and many amazing food contributions from the library staff. Molly created a Holiday Trivia game and we split the room in half and they challenged each other to trivia. Everyone had a lot of fun. Each volunteer was gifted a bamboo pen and various door prizes were given out throughout the event.



On Saturday December 6th the podcast crew recorded for the first time at a live event, the Yuletide Trail. We set up right outside the library doors, near Mad Dog and Merrill. Probably the best place. We had a wonderful time visiting with people. We interviewed Santa as he was there to share the limelight with Mad Dog and Merrill. Unfortunately, we ended up having technical difficulties about ten minutes into the recording. We did spend about 45 minutes visiting with the public before we gave up trying to fix the issues. I have done some preliminary consulting with City IT and hopefully will work on some changes. We would really like to try this again. We feel minus the technical difficulties, it was a success.

The newly established volunteer decorating committee did their best to get the adult department ready for the Yuletide Trail events. They had a few days to train on the cricut machine, organize, and get their ideas together. They pulled it off.



I was a part of an impromptu meeting of the Friends of the Library right after the volunteer luncheon. A couple new members joined the meeting. Some good ideas were discussed on future Friends endeavors to advocate for the library. Communication with the new members was also discussed and will be updated before the next meeting. The flag for the booksale was questioned. I will look into whether that has been ordered.

December 11 Laura Jandacek and I met virtually with the rest of the OWLS training committee. The committee was created to put together a library onboarding training procedures checklist that would be useful for all libraries in the system. The first goal was to determine what programs and materials would be needed for all the libraries and what training would be the responsibility of the local libraries versus OWLSnet. The meeting will be an hour long and scheduled every other month. I was able to visit with all the adult staff and discuss the finalization of their Smart Goals. Everyone did a great job. I worked on their individual summaries and sent them to Eric. In January we will set new goals. December is also evaluation month. I met with each adult staff member and touched base with them on their work and how they are doing. It was a good back and forth discussion with each. They also had the opportunity to evaluate me anonymously. These evaluations were given to Eric. December 22 I had a conference call with Chuck Reynolds. He was looking for input on improving volunteerism in the Waupaca area specifically, how to encourage more people to volunteer and how to match volunteers to agencies and services in need of volunteers. It was a nice discussion.

-Respectfully submitted by Jan Popple

Children's Department Report - December 2025

Babygarten - 37

Sunny Day - 291

Yuletide Bingo - 183

Yuletide Trail Activities - 220

School Requests - 17

Storytime - 56

CEC 1st graders - 18

Christmas Interactive Movie - 46

December was a month of busy highs and slow breaks. We started off with our last 1st grade visit, with Mrs. Doscher's class from the CEC. Right around the corner was a great showing for the Yuletide Trail. The interactive movie was well attended, the crafts were fabulously popular, the storytime was bustling and the glitter came out of the carpet eventually. Our Yuletide bingo kept popularity through the whole month, with our jingle bells being a surprisingly popular prize, to the cheerful dismay of parents.

Throughout the month, there was even time to squeeze in some of our other programs, like a Kid's LEGO contest, Tween Dungeons and Dragons and a Christmas Cookie Decorating Party with the Teen Department. The demand for the first two remains constant, with a few new Tweens signing up for D&D and a few more asking questions about it at the desk. Our Cookie party went well, but we definitely have some ideas for next time around. Loosely supervised kids and piping bags are a fun but messy combination.

We are already looking ahead for new programs and resources for our library kids. We had a generous patron donate about 7 or 8 tubs of LEGOs and are hoping to start up a LEGO club. A number of the kids that attend our LEGO contests are far more interested in having time to build rather than winning a contest, so we want to support that creative desire. We have also gathered a number of STEAM kits and activities to try to host some events surrounding them.



Respectfully Submitted, Simon Baumgart

December 2025

Teen Department Board Report

Teen Volunteer Agents

We are happy to report that the Teen Volunteer Agents sold all 15 of their Friendship Soup Jars and raised \$185 over the month of December. The teens worked hard by both providing ingredients for these jars and assembling them. (A very special thank you also goes out to the library staff that helped us collect money for said jars at the circulation desk upstairs! We appreciated it.) While the teens plan their next fundraiser, they are making plans of how to best utilize the funds that are collected. Conversations often come back to the question of furniture in the Teen Room and wanting to make it, and the back room, feel more open and inviting. One of the suggestions made was to invite someone from Office Outfitters to a meeting to discuss possible furniture updates in their space. They also asked that, if changes are made to the computer bar in the Teen Room for accessibility, that they would like to be involved in those as well.

Winter Break at the Library

The Teen Room provided a warm and fun place to be during the students winter break. Most notably, we saw the most teens on December 29th just as we received a new shipment of board games in the room. It will never be lost on me how much our library serves as a source of human connection and comradery during these cold months, and this day showed it most of all.

NAMI and Managing Teen Stress

Thanks to a generous donation made to our Teen Department, we were able to increase the number of titles centering around the topic of mental health and worked with the National Alliance on Mental Illness (NAMI) and their chapter in the Fox Valley to bring their Managing Teen Stress workshop to our library in December. Megan Zimmerman, from NAMI, helped guide teens in open discussion on what different stressors may be affecting them in life, as well as working through different coping mechanisms by example. We hope to continue to collaborate with NAMI in order to bring programs like their Managing Teen Stress workshop back to the library in the future.

Respectfully submitted by Taylor Wilcox, Teen Services Librarian

January 14, 2026

Outagamie Waupaca Library System
Board of Trustees
November 20th, 2025, Meeting Minutes

The meeting was called to order at 6:02 p.m. by President Looker.

PRESENT: Mitesh Ajmera, Bobbie Buchholtz, Cindy Fallona, Diane Forsythe, Michelle Frola, Peter Gilbert, Steve Hart, Wendy Hartman, Bastia Looker, Cathy Thompson, Angela Ver Voort, Veronica Woodward.

OTHERS PRESENT: Bradley Shipps, Melissa Knight, Amanda Lee.

Excused: Tyler Baeten, Mike Hankins, Rob Way.

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

Fallona moved, seconded by Forsythe, to approve the September 18th, 2025, meeting minutes as presented. Motion carried.

Buchholtz moved, seconded by Hartman, to accept the October 2025 financial report and file for audit. Motion carried.

Forsythe moved, seconded by Woodward, to approve the October and November 2025 automatic payments and checks numbered 34438 – 34503 inclusive, in the total amount of \$78,422.45 and payroll-related expenditures in the amount of \$195,623.13. Motion carried.

DIRECTOR'S REPORT

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

The merger feasibility phase one report was distributed for review. It will be on the December 4th Executive Committee agenda for recommendation, and the January board meeting agenda for a vote.

Survey results suggest maintaining status quo for the scheduling of OWLS Board meetings in 2026.

BUSINESS

Forsythe moved, seconded by Gilbert, to authorize the Director to execute the ILS contract pending an affirmative vote by the Administrative Advisory Committee (AAC) on 11/21/2025. Motion carried.

Gilbert moved, seconded by Fallona, to authorize payment from OWLSnet Reserve Fund for one time ILS migration costs, up to \$156,000.00. Motion carried.

Forsythe moved, seconded by Ver Voort, to rescind the OWLSnet Internet Policy. Motion carried.

Hartman moved, seconded by Thompson, to approve the Network Manager's travel to San Francisco for the RSA Conference. Motion carried.

The Personnel Committee moved approval of the Substitute Library Assistant position description and a starting wage of \$18.00 per hour.

Thompson moved, seconded by Frola, to amend the Substitute Library Assistant job description to swap the positions of the second bullets under "Requirements" and "Desirable Background" and remove reference to a specific ILS vendor. Motion carried.

The Personnel Committee motion carried as amended.

Forsythe moved, seconded by Fallona, to convene into closed session pursuant to section 19.85(1)(c) Stat. for the purpose of considering specific employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion carried on a unanimous roll call vote at 6:51 p.m.

- Employee compensation.
- Director's performance evaluation.

Knight was excused from the closed session. Shipps was excused from the performance evaluation discussion.

Forsythe moved, seconded by Gilbert, to reconvene in open session. Motion carried at 7:18 p.m.

Fallona moved, seconded by Thompson, to approve the compensation recommendation, as amended, and to approve the director's performance evaluation. Motion carried.

Having completed the agenda, the meeting was adjourned by Looker at 7:21 p.m.

Respectfully submitted,
Melissa Knight