

Pursuant to Open Meetings Act and Article 3 Section 1 of the Bylaws of the Waupaca Area Public Library this meeting is:

POSTPONED

Reschedule date is WEDNESDAY, MARCH 25, 2026 at 4:30PM

WAUPACA AREA PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, MARCH 18, 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, FEBRUARY 18, 2026 Meeting
 - a. **ACTION ITEM: APPROVE** minutes of FEBRUARY 18, 2026 Meeting
5. MONTHLY BILLS FOR FEBRUARY 2026, **BILLS \$6,277, PERSONNEL \$53,416, Donations Expenditures \$12,924**
 - a. **ACTION ITEM: APPROVE** FEBRUARY 2026 bills, personnel costs, and donation expenditures
6. LIBRARY EXHIBIT ROOM
 - A. Exhibit Coordinator's Report
 - B. Chart of Visits
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
- C. Youth Services Report
- D. 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. Presentation of 2025 Annual Report

12. ANNOUNCEMENTS & CORRESPONDENCE

- a. OWLS Minutes
- b. Next meeting will be Wednesday, April 15, 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 FEBRUARY 18, 2026, 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, John Miller, Cory Nagel, Devon Feldt, and Alisa Forseth, were present. John Turner, Holly Olsen and Alton Ross were absent. Library Director, Eric Bailey, Adult Services Head Jan Popple, Exhibit Coordinator Liz Kneer were also present.

APPROVAL OF AGENDA

MOTION by C. Nagel, SECOND by S. Hanneman to approve the agenda. 7 ayes, 0 nays, 2 absent. Motion passed unanimously by voice vote.

The Open Meeting Law Statement was read by Melanie Peterson.

Public Input: Sue Abrahamson made the Library Board aware of the Poverty Simulation Program that is being put together by CAP Services, Waupaca Partners, and Trinity Lutheran. It is a free program limited to 80. The Library Board was invited to sign up for the program, which will take place on Sunday March 1 from 1:00-4:00.

Minutes from Wednesday JANUARY 21, 2026 Board Meeting.

MOTION by J. Miller, SECOND by C. Nagel, to approve the agenda. 7 ayes, 0 nays, 2 absent. Motion passed unanimously by voice vote.

Monthly bills for JANUARY 2026, BILLS \$72,252, PERSONNEL \$53,256, DONATIONS EXPENDITURES \$3,418. MOTION by J. Eiden, SECOND by A. Forseth to approve the JANUARY 2026 Bill, Personnel, and donations expenditures.

7 ayes, 0 nays, 2 absent. Motion passed unanimously by Roll Call vote.

Library Statistics

Copy Income **\$805.64**; Meeting Room Income **\$105**

Volunteer Hours **145.5**; Reference Transactions **1,216** Library Visits **7,266**; Internet Use: **706** wireless, **524** stations; Curbside service **12**; Total Library Programs **21**, Total Program Attendance **449**; Study Room Use **65**; Passport Applications **14**

Interloan Chart: **3,277** items loaned, **3,217** items borrowed

Circulation & Renewals with Municipality Chart showed a total circulation of **11,445**.

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, Adult Services Report, were given. Youth and Teen Services Reports were shared.

Committee Reports

Finance Committee did not meet.

Planning Committee: No meeting: January 28, 2026 (No Quorum)

Library Policy Committee did not meet.

Personnel Committee met January 21, 2026

MOTION by J. Eiden, and SECOND by D. Feldt to approve the minutes of the January 21, 2026 Personnel Committee Meeting. 7 Ayes, 0 Nays, 2 Absent. Motion passed unanimously by voice vote.

Personnel Committee met February 11, 2026

MOTION by J. Eiden, and SECOND by J Miller to approve the minutes of the February 11, 2026 Personnel Committee Meeting. 7 Ayes, 0 Nays, 2 Absent. Motion passed unanimously by voice vote.

Old Business – no old business.

New Business

a. Incident Reports

a. Director's Office flooded due to leak in pipes in the office ceiling.

b. February 16, 2026 Some youth came into the library in the evening frightened by another youth brandishing what looked like a firearm on the corner of Main St and Fulton St. The police were notified immediately. The suspect was found. It was a toy that was made to look like a firearm.

b. 2025 report, as Amended, for delivery to the State.

MOTION by C. Nagle, SECOND by J. Eiden to approve the 2025 report, as Amended, and deliver it to the State. 7 Ayes, 0 Nays, and 2 Absent. Motion passed unanimously by ROLL CALL vote.

Announcements & Correspondence

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

Next meeting will be Wednesday, March 18, 2026, at 4:30pm in-person in the Council Chambers, City Hall, Waupaca.

Adjournment

MOTION by A. Forseth, SECOND by D. Feldt, to adjourn. 7 ayes, 0 nays, 2 absent. Motion passed unanimously by voice vote.

Meeting adjourned at 5:00 pm.

Chaired by Melanie Peterson, Library Board President

Minutes taken and compiled by Jan Popple

2026 BUDGET WORKSHEET

LIBRARY FUND

Acct No	Account Description	Actual			12/31/2025	Budget	% Expended	% Unexpended
		12/31/2025	Feb-26	2/28/2026	YTD	Request		
		Prior Year	Actual	CURRENT YTD	Estimated	2026		
<u>REVENUES</u>		<u>ACTUAL</u>						
INTERGOVERNMENTAL								
251-43720-000-000	COUNTY AID: LIBRARY WAUPACA CO	-	-	-	396,201	396,201	0.00%	100.00%
251-43725-000-000	COUNTY AID: LIBRARY WAUSHARA	18,875	-	-	18,133	18,133	0.00%	100.00%
251-43727-000-000	COUNTY AID: LIBRARY WINNEBAGO	-	-	-	885	885	0.00%	100.00%
251-43730-000-000	COUNTY AID: LIBRARY PORTAGE CO	4,906	-	-	5,452	5,452	0.00%	100.00%
	INTERGOVERNMENTAL	23,781	-	-	420,671	420,671	0.00%	100.00%
PUBLIC CHARGES FOR SERVICE								
251-46710-000-000	FEES: LIBRARY COPIES	8,459	729	1,371	8,226	7,500	18.28%	81.72%
251-46725-000-000	FEES: LIBRARY OVERDUE FEES	282	-	4	4	-		
251-46730-000-000	FEES: LIBRARY COLLECTION AGENCY	(285)	(20)	(79)	(276)	100	-78.80%	178.80%
251-46735-000-000	FEES: LIBRARY MATERIAL REPLACE	3,442	105	339	3,309	2,500	13.55%	86.45%
251-46740-000-000	FEES: PASSPORT	6,141	486	696	6,980	7,000	9.94%	90.06%
	PUBLIC CHARGES FOR SERVICE	18,039	1,300	2,330	18,243	17,100	13.63%	86.37%
MISCELLANEOUS								
251-48215-000-000	RENT: MEETING ROOMS	1,888	135	165	1,944	1,500	11.00%	89.00%
251-48310-000-000	SALES: SALE OF PROPERTY/EQUIP	115	-	-	153	100	0.00%	100.00%
251-48550-000-000	DONATIONS: LIBRARY	36,246	1,096	1,096	43,284	61,500	1.78%	98.22%
251-49210-000-000	TRANSFER FROM GENERAL FUND	373,035	-	-	388,706	388,706	0.00%	100.00%
	MISCELLANEOUS	411,284	1,231	1,261	434,087	451,806	0.28%	99.72%
	TOTAL REVENUES	453,103	2,530	3,591	873,002	889,577	0.40%	99.60%
<u>EXPENDITURES</u>								
251-55111-102-000	LIBRARY: SALARIES	416,577	28,024	55,918	363,464	366,978	15.24%	84.76%
251-55111-103-000	LIBRARY: OVERTIME	1,391	71	131	131			
251-55111-118-000	LIBRARY: SOCIAL SECURITY	29,854	2,032	4,470	26,754	26,787	16.69%	83.31%
251-55111-119-000	LIBRARY: RETIREMENT (R)	31,151	2,324	5,091	30,592	25,321	20.11%	79.89%
251-55111-121-000	LIBRARY: GRP HLTH INS	87,553	8,495	16,990	101,949	89,893	18.90%	81.10%
251-55111-122-000	LIBRARY: LIFE INS	1,314	124	248	1,500	1,500	16.55%	83.45%
251-55111-123-000	LIBRARY: INC PROTECT	-	-	-	2,000	2,000	0.00%	100.00%
251-55111-124-000	LIBRARY: WORK COMP	3,459	-	-	3,459	3,500	0.00%	100.00%
251-55111-125-000	LIBRARY: HLTH INS DEDUCTIB	-	-	-	-	4,500	0.00%	100.00%
251-55111-130-000	LIBRARY: WELLNESS/EAP PROGRAM	240	-	-	320	320	0.00%	100.00%
	LIBRARY FULL-TIME	571,538	41,069	82,847	530,169	520,799	15.91%	84.09%

2026 BUDGET WORKSHEET

LIBRARY FUND

Acct No	Account Description	Actual			12/31/2025	Budget	% Expended	% Unexpended
		12/31/2025	2/28/2026					
		Prior Year	Feb-26	CURRENT YTD	YTD	Request		
		ACTUAL	Actual		Estimated	2026		
251-55112-104-000	LIBRARY: PT WAGES	122,406	11,226	21,442	148,026	150,166	14.28%	85.72%
251-55112-116-000	LIBRARY: PT RETIRE	2,731	211	470	2,853	7,238	6.49%	93.51%
251-55112-118-000	LIBRARY: SOCIAL SECURITY	9,504	848	1,788	11,345	11,452	15.61%	84.39%
251-55112-122-000	LIBRARY: LIFE INS	665	62	124	600	550	22.49%	77.51%
	LIBRARY: PART-TIME	135,306	12,346	23,823	162,824	169,406	14.06%	85.94%
251-55115-201-000	LIBRARY: TRAINING	2,703	-	-	2,000	2,000	0.00%	100.00%
251-55115-207-000	LIBRARY: MAINT OF EQUIP	7,014	-	-	7,014	7,104	0.00%	100.00%
251-55115-209-000	LIBRARY: INS & BONDING	2,220	-	-	2,200	2,220	0.00%	100.00%
251-55115-211-000	LIBRARY: CONTRACT SERVICES	5,569	361	1,306	7,838	5,500	23.75%	76.25%
251-55115-215-000	LIBRARY: MOVIE LICENSE	455	-	155	455	500	30.93%	69.07%
251-55115-216-000	LIBRARY: POSTAGE	1,747	202	202	1,214	2,300	8.80%	91.20%
251-55115-217-000	LIBRARY: MEMBERSHIP & DUES	580	300	300	1,200	1,200	25.00%	75.00%
251-55115-218-000	LIBRARY: OWLS MEMBERSHIP	27,783	-	-	28,471	28,471	0.00%	100.00%
251-55115-253-000	LIBRARY: PROMOTIONAL MATERIALS	739	-	-	1,000	1,000	0.00%	100.00%
251-55115-282-000	LIBRARY: TECHNOLOGY	6,249	-	12	8,900	8,900	0.13%	99.87%
251-55115-301-000	LIBRARY: SUPPLIES	7,541	95	95	9,000	9,000	1.06%	98.94%
	LIBRARY: OPERATING EXPENSES	62,598	959	2,071	69,293	68,195	3.04%	96.96%
251-55120-104-000	LIBRARY: DONATIONS PT WAGES	19,868	1,559	3,118	18,708	19,000	16.41%	83.59%
251-55120-118-000	LIBRARY: DONATIONS SOCIAL SECURITY	1,520	120	239	1,431	1,500	15.90%	84.10%
251-55120-250-000	LIBRARY: DONATIONS MATERIALS	3,854	121	656	3,934	8,000	8.20%	91.80%
251-55120-255-000	LIBRARY: DONATIONS PROGRAMS	10,489	171	1,376	8,257	18,000	7.65%	92.35%
251-55120-282-000	LIBRARY: DONATIONS TECHNOLOGY	3,495	-	-	0	5,000	0.00%	100.00%
251-55120-290-000	LIBRARY: DONATIONS AUDIO VISUA	90	-	-	0	2,000	0.00%	100.00%
251-55120-301-000	LIBRARY: DONATIONS SUPPLIES	8,645	10,953	10,953	10,953	8,000	136.92%	(36.92%)
	LIBRARY: DONATION EXPENSES	47,961	12,924	16,342	43,284	61,500	26.57%	73.43%
251-55125-255-110	LIBRARY: PROGRAMS - ADULT	1,408	160	160	1,500	1,500	10.67%	89.33%
251-55125-255-210	LIBRARY: PROGRAMS - CHILDREN'S	2,770	716	716	3,000	3,000	23.86%	76.14%
251-55125-255-310	LIBRARY: PROGRAMS - TEEN	936	129	129	1,000	1,000	12.87%	87.13%
	LIBRARY: PROGRAMS	5,114	1,004	1,004	5,500	5,500	18.26%	81.74%

2026 BUDGET WORKSHEET

LIBRARY FUND

Acct No	Account Description	Actual			12/31/2025	Budget	% Expended	% Unexpended
		12/31/2025	2/28/2026					
		Prior Year	Feb-26	CURRENT YTD	YTD	Request		
		<u>ACTUAL</u>	<u>Actual</u>		<u>Estimated</u>	<u>2026</u>		
251-55130-250-115	LIBRARY: BOOKS - ADULT	13,361	2,416	2,416	16,000	16,000	15.10%	84.90%
251-55130-250-120	LIBRARY: BOOKS - ADULT LG PRNT	3,043	218	218	3,000	3,000	7.26%	92.74%
251-55130-250-215	LIBRARY: BOOKS - CHILDRENS	16,036	516	516	16,000	16,000	3.22%	96.78%
251-55130-250-315	LIBRARY: BOOKS - TEEN	2,607	550	550	3,175	3,175	17.32%	82.68%
251-55130-250-410	LIBRARY: BOOKS - MAG & NEWSPAP	4,543	-	-	4,300	4,300	0.00%	100.00%
	LIBRARY: BOOKS	39,592	3,699	3,699	42,475	42,475	8.71%	91.29%
251-55135-290-125	LIBRARY: A/V - ADULT MOVIES	1,983	352	352	2,500	2,500	14.08%	85.92%
251-55135-290-130	LIBRARY: A/V - ADULT AUDIO BKS	1,054	-	-	1,000	1,000	0.00%	100.00%
251-55135-290-135	LIBRARY: A/V - ADULT MUSIC	379	149	149	700	700	21.34%	78.66%
251-55135-290-220	LIBRARY: A/V - CHILDRENS MOVIE	1,086	114	114	1,000	1,000	11.37%	88.63%
251-55135-290-225	LIBRARY: A/V - CHILD AUDIO BKS	854	-	186	1,000	1,000	18.60%	81.40%
251-55135-290-420	LIBRARY: A/V - VIDEO GAMES	894	-	-	1,000	1,000	0.00%	100.00%
251-55135-290-510	LIBRARY: A/V - E-BOOKS/E-RESRC	13,235	-	14,280	14,502	14,502	98.47%	1.53%
	LIBRARY: A/V	19,485	615	15,081	21,702	21,702	69.49%	30.51%
	TOTAL EXPENDITURES	881,594	72,617	144,868	875,247	889,577	16.29%	83.71%
	REVENUES OVER(UNDER) EXPENDITURES				(2,245)	1		
	BEGINNING FUND BALANCE				64,385	62,140		
	ENDING FUND BALANCE				62,140	62,139		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-43215-000-000 FEDERAL: LIBRARY GRANTS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 396,201.00-	Unearned 396,201.00	
251-43725-000-000 COUNTY AID: LIBRARY WAUSHARA					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 18,133.00-	Unearned 18,133.00	
251-43726-000-000 COUNTY AID: LIBRARY WINNEBAGO					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 885.00-	Unearned 885.00	
251-43730-000-000 COUNTY AID: LIBRARY PORTAGE					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 5,452.00-	Unearned 5,452.00	
251-43735-000-000 STATE GRANT: LIBRARY YOUTH					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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						
		01/31/2026 (01/26) Balance	.00 *	.00 *	641.54-	
CR	1000024734	COPIES LIBRARY DEPOSIT - LIBRARY 1.31.26 Description: COPIES LIBRARY DEPOSIT - LIBRARY 1.31.26		194.57-		
CR	1000024750	COPIES LIBRARY DEPOSIT - LIBRARY 2.7.26 Description: COPIES LIBRARY DEPOSIT - LIBRARY 2.7.26		134.60-		
CR	1000024771	COPIES LIBRARY DEPOSIT - LIBRARY 2.14.26 Description: COPIES LIBRARY DEPOSIT - LIBRARY 2.14.26		163.98-		
CR	1000024787	COPIES LIBRARY DEPOSIT - LIBRARY 2.21.26 Description: COPIES LIBRARY DEPOSIT - LIBRARY 2.21.26		236.27-		
		02/28/2026 (02/26) Period Totals and Balance	.00 *	729.42- *	1,370.96-	
CR	1000024798	COPIES LIBRARY DEPOSIT - LIBRARY 2.28.26 Description: COPIES LIBRARY DEPOSIT - LIBRARY 2.28.26		234.28-		
CR	1000024824	COPIES LIBRARY DEPOSIT - LIBRARY 3.7.2026 Description: COPIES LIBRARY DEPOSIT - LIBRARY 3.7.2026		112.89-		
		03/31/2026 (03/26) Period Totals and Balance	.00 *	347.17- *	1,718.13-	
YTD Encumbrance	.00	YTD Actual	1,718.13- Total	1,718.13- YTD Budget	7,500.00- Unearned	5,781.87
251-46715-000-000 FEES: LIBRARY POSTAGE						
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00	
		03/31/2026 (03/26) 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						
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00	
		03/31/2026 (03/26) 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						
		01/31/2026 (01/26) Balance	.00 *	.00 *	3.90-	
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	3.90-	
YTD Encumbrance	.00	YTD Actual	3.90- Total	3.90- YTD Budget	.00 Unearned	3.90-
251-46730-000-000 FEES: LIBRARY COLLECTION AGCY						
		01/31/2026 (01/26) Balance	.00 *	.00 *	58.95	
AP	180	UNIQUE MANAGEMENT SERVICES, INC.	29.55			

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-46730-000-000 FEES: LIBRARY COLLECTION AGCY (continued)					
		**VendorNo: 1943 **Inv. No: 6150675 **Desc: PATRON SENT TO COLLECTIONS - JAN 2026 **Inv. Date: 02/01/26			
CR	1000024734	COLLECTIONS - LIBRARY 1.31.26		9.70-	
		Description: COLLECTIONS - LIBRARY 1.31.26			
		02/28/2026 (02/26) Period Totals and Balance	29.55 *	9.70- *	78.80
CR	1000024798	COLLECTIONS - LIBRARY 2.28.26		19.59-	
		Description: COLLECTIONS - LIBRARY 2.28.26			
		03/31/2026 (03/26) Period Totals and Balance	.00 *	19.59- *	59.21
YTD Encumbrance	.00	YTD Actual 59.21 Total 59.21 YTD Budget 100.00- Unearned 159.21			
251-46735-000-000 FEES: LIBRARY MATERIAL REPLACE					
		01/31/2026 (01/26) Balance	.00 *	.00 *	233.71-
AP	117	DELAFIELD PUBLIC LIBRARY	19.95		
		**VendorNo: 2972 **Inv. No: ILL BILL **Desc: FATHER'S RIGHTS #31389012863346 **Inv. Date: 01/26/26			
AP	52	NEW LONDON PUBLIC LIBRARY	18.99		
		**VendorNo: 1362 **Inv. No: OWWAU02052026000003 **Desc: LOST ITEM 31389027926260 **Inv. Date: 02/05/26			
AP	182	LIBRARY REFUNDS - ADD REMITTANCES!	12.00		
		**VendorNo: 2015625 **Inv. No: OWWAU02092026000001 **Desc: BILLED ITEM REFUND #31389023473341 **Inv. Date: 02/09/26			
AP	353	CLINTONVILLE PUBLIC LIBRARY	26.00		
		**VendorNo: 391 **Inv. No: OWWAU021720260000001 **Desc: LOST ITEMS: 31389024008070 & 31389025254053 **Inv. Date: 02/17/26			
CR	1000024734	MATERIAL REPL LIB DEPOSIT - LIBRARY 1.31.26		107.91-	
		Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 1.31.26			
CR	1000024750	MATERIAL REPL LIB DEPOSIT - LIBRARY 2.7.26		18.99-	
		Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 2.7.26			
CR	1000024771	MATERIAL REPL LIB DEPOSIT - LIBRARY 2.14.26		29.00-	
		Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 2.14.26			
CR	1000024787	MATERIAL REPL LIB DEPOSIT - LIBRARY 2.21.26		26.00-	
		Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 2.21.26			
		02/28/2026 (02/26) Period Totals and Balance	76.94 *	181.90- *	338.67-
AP	1	APPLETON PUBLIC LIBRARY	10.00		
		**VendorNo: 102 **Inv. No: OWWAU02202026000001 **Desc: COLLECTION FEE #1750001243372 **Inv. Date: 02/20/26			
AP	2	APPLETON PUBLIC LIBRARY	28.00		
		**VendorNo: 102 **Inv. No: OWWAU03032026000002 **Desc: LOST BOOK 31110007025117 **Inv. Date: 03/05/26			
CR	1000024798	MATERIAL REPL LIB DEPOSIT - LIBRARY 2.28.26		281.81-	
		Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 2.28.26			
CR	1000024824	MATERIAL REPL LIB DEPOSIT - LIBRARY 3.7.2026		99.00-	
		Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 3.7.2026			
		03/31/2026 (03/26) Period Totals and Balance	38.00 *	380.81- *	681.48-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-46735-000-000 FEES: LIBRARY MATERIAL REPLACE (continued)					
YTD Encumbrance	.00	YTD Actual	681.48- Total	681.48- YTD Budget	2,500.00- Unearned 1,818.52
251-46740-000-000 FEES: LIBRARY PASSPORT					
		01/31/2026 (01/26) Balance	.00 *	.00 *	210.00-
CR	1000024734	PASSPORT - LIBRARY 1.31.26 Description: PASSPORT - LIBRARY 1.31.26		172.88-	
CR	1000024750	PASSPORT - LIBRARY 2.7.26 Description: PASSPORT - LIBRARY 2.7.26		105.00-	
CR	1000024771	PASSPORT - LIBRARY 2.14.26 Description: PASSPORT - LIBRARY 2.14.26		35.00-	
CR	1000024787	PASSPORT - LIBRARY 2.21.26 Description: PASSPORT - LIBRARY 2.21.26		172.88-	
		02/28/2026 (02/26) Period Totals and Balance	.00 *	485.76- *	695.76-
CR	1000024798	PASSPORT - LIBRARY 2.28.26 Description: PASSPORT - LIBRARY 2.28.26		207.88-	
CR	1000024824	PASSPORT - LIBRARY 3.7.2026 Description: PASSPORT - LIBRARY 3.7.2026		70.00-	
		03/31/2026 (03/26) Period Totals and Balance	.00 *	277.88- *	973.64-
YTD Encumbrance	.00	YTD Actual	973.64- Total	973.64- YTD Budget	7,000.00- Unearned 6,026.36
251-48215-000-000 RENT: MEETING ROOMS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	30.00-
CR	1000024734	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 1.31.26 Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 1.31.26		75.00-	
CR	1000024771	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 2.14.26 Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 2.14.26		10.00-	
CR	1000024787	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 2.21.26 Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 2.21.26		50.00-	
		02/28/2026 (02/26) Period Totals and Balance	.00 *	135.00- *	165.00-
CR	1000024798	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 2.28.26 Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 2.28.26		70.00-	
CR	1000024824	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3.7.2026 Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3.7.2026		20.00-	
		03/31/2026 (03/26) Period Totals and Balance	.00 *	90.00- *	255.00-
YTD Encumbrance	.00	YTD Actual	255.00- Total	255.00- YTD Budget	1,500.00- Unearned 1,245.00
251-48310-000-000 SALES: SALE OF PROPERTY/EQUIP					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-48310-000-000 SALES: SALE OF PROPERTY/EQUIP (continued)					
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	100.00- Unearned 100.00	
251-48451-000-000 INSURANCE CLAIMS LIBRARY					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	391.15-
CR	1000024734	DONATION- - LIBRARY 1.31.26 Description: DONATION- - LIBRARY 1.31.26		141.51-	
CR	1000024750	DONATION- - LIBRARY 2.7.26 Description: DONATION- - LIBRARY 2.7.26		194.00-	
CR	1000024771	DONATION- - LIBRARY 2.14.26 Description: DONATION- - LIBRARY 2.14.26		249.00-	
CR	1000024787	DONATION- - LIBRARY 2.21.26 Description: DONATION- - LIBRARY 2.21.26		120.00-	
		02/28/2026 (02/26) Period Totals and Balance	.00 *	704.51- *	1,095.66-
CR	1000024798	DONATION- - LIBRARY 2.28.26 Description: DONATION- - LIBRARY 2.28.26		787.09-	
		03/31/2026 (03/26) Period Totals and Balance	.00 *	787.09- *	1,882.75-
YTD Encumbrance	.00	YTD Actual 1,882.75- Total 1,882.75-	YTD Budget 61,500.00-	Unearned 59,617.25	
251-48900-000-000 OTHER: REVENUE MISCELLANEOUS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-49210-000-000 TRANSFER FROM GENERAL FUND (continued)					
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 388,706.00-	Unearned 388,706.00	
251-49300-000-000 FUND BALANCES APPLIED					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	27,894.04
PB	147	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	50.00		
PC	19	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	13,989.52		
PC	130	PAYROLL TRANS FOR 2/22/2026 PAY PERIOD	13,984.00		
		02/28/2026 (02/26) Period Totals and Balance	28,023.52 *	.00 *	55,917.56
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	55,917.56
YTD Encumbrance	.00	YTD Actual 55,917.56 Total 55,917.56	YTD Budget 366,978.00	Unexpended 311,060.44	
251-55111-103-000 LIBRARY: OVERTIME					
		01/31/2026 (01/26) Balance	.00 *	.00 *	60.29
PC	20	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	70.53		
		02/28/2026 (02/26) Period Totals and Balance	70.53 *	.00 *	130.82
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	130.82
YTD Encumbrance	.00	YTD Actual 130.82 Total 130.82	YTD Budget .00	Unexpended 130.82-	
251-55111-105-000 LIBRARY: CALL-IN PAY					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55111-106-000 LIBRARY: HOLIDAY PAY (continued)					
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	2,437.96
PB	23	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	1,018.76		
PB	247	PAYROLL TRANS FOR 2/22/2026 PAY PERIOD	1,012.94		
		02/28/2026 (02/26) Period Totals and Balance	2,031.70 *	.00 *	4,469.66
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	4,469.66
YTD Encumbrance	.00	YTD Actual 4,469.66 Total 4,469.66	YTD Budget 26,787.00	Unexpended 22,317.34	
251-55111-119-000 LIBRARY: RETIREMENT (R)					
		01/31/2026 (01/26) Balance	.00 *	.00 *	2,767.31
PB	22	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	1,164.61		
PB	246	PAYROLL TRANS FOR 2/22/2026 PAY PERIOD	1,159.15		
		02/28/2026 (02/26) Period Totals and Balance	2,323.76 *	.00 *	5,091.07
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	5,091.07
YTD Encumbrance	.00	YTD Actual 5,091.07 Total 5,091.07	YTD Budget 25,321.00	Unexpended 20,229.93	
251-55111-121-000 LIBRARY: GRP HLTH INS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	8,494.96

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55111-121-000 LIBRARY: GRP HLTH INS (continued)					
PB	21	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	4,039.14		
PB	245	PAYROLL TRANS FOR 2/22/2026 PAY PERIOD	4,039.14		
PC	79	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	208.34		
PC	200	PAYROLL TRANS FOR 2/22/2026 PAY PERIOD	208.34		
		02/28/2026 (02/26) Period Totals and Balance	8,494.96 *	.00 *	16,989.92
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	16,989.92
YTD Encumbrance	.00	YTD Actual	16,989.92	Total	16,989.92
		YTD Budget	89,892.75	Unexpended	72,902.83
251-55111-122-000 LIBRARY: LIFE INS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	124.10
PB	145	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	62.05		
PB	363	PAYROLL TRANS FOR 2/22/2026 PAY PERIOD	62.05		
		02/28/2026 (02/26) Period Totals and Balance	124.10 *	.00 *	248.20
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	248.20
YTD Encumbrance	.00	YTD Actual	248.20	Total	248.20
		YTD Budget	1,500.00	Unexpended	1,251.80
251-55111-123-000 LIBRARY: INC PROTECT					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	3,500.00	Unexpended	3,500.00
251-55111-125-000 LIBRARY: HLTH INS DEDUCTIB					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	4,500.00	Unexpended	4,500.00
251-55111-126-000 LIBRARY: DEF COMP HLTH					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55111-126-000 LIBRARY: DEF COMP HLTH (continued)					
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 320.00	Unexpended 320.00	
251-55112-104-000 LIBRARY: PT WAGES					
		01/31/2026 (01/26) Balance	.00 *	.00 *	10,216.07
PC	78	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	5,472.53		
PC	199	PAYROLL TRANS FOR 2/22/2026 PAY PERIOD	5,753.78		
		02/28/2026 (02/26) Period Totals and Balance	11,226.31 *	.00 *	21,442.38
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	21,442.38
YTD Encumbrance	.00	YTD Actual 21,442.38 Total 21,442.38	YTD Budget 150,166.00	Unexpended 128,723.62	
251-55112-110-000 LIBRARY: PTO					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	258.70
PB	150	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	102.59		
PB	367	PAYROLL TRANS FOR 2/22/2026 PAY PERIOD	108.35		
		02/28/2026 (02/26) Period Totals and Balance	210.94 *	.00 *	469.64
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	469.64
YTD Encumbrance	.00	YTD Actual 469.64 Total 469.64	YTD Budget 7,238.00	Unexpended 6,768.36	
251-55112-118-000 LIBRARY: SOCIAL SECURITY					
		01/31/2026 (01/26) Balance	.00 *	.00 *	940.27

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55112-118-000 LIBRARY: SOCIAL SECURITY (continued)					
PB	146	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	412.92		
PB	364	PAYROLL TRANS FOR 2/22/2026 PAY PERIOD	434.44		
		02/28/2026 (02/26) Period Totals and Balance	847.36 *	.00 *	1,787.63
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	1,787.63
YTD Encumbrance	.00	YTD Actual 1,787.63 Total 1,787.63 YTD Budget	11,452.00	Unexpended 9,664.37	
251-55112-122-000 LIBRARY: LIFE INS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	61.86
PB	149	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	30.93		
PB	366	PAYROLL TRANS FOR 2/22/2026 PAY PERIOD	30.93		
		02/28/2026 (02/26) Period Totals and Balance	61.86 *	.00 *	123.72
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	123.72
YTD Encumbrance	.00	YTD Actual 123.72 Total 123.72 YTD Budget	550.00	Unexpended 426.28	
251-55112-123-000 LIBRARY: INC PROTECT					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00 YTD Budget	2,000.00	Unexpended 2,000.00	
251-55115-206-000 LIBRARY: TELEPHONE					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00 YTD Budget	7,104.00	Unexpended 7,104.00	
251-55115-209-000 LIBRARY: INS & BONDING					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55115-209-000 LIBRARY: INS & BONDING (continued)					
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 2,220.00	Unexpended 2,220.00	
251-55115-211-000 LIBRARY: CONTRACT SERVICES					
		01/31/2026 (01/26) Balance	.00 *	.00 *	945.00
AP	171	OFFICE TECHNOLOGY GROUP	361.38		
		**VendorNo: 1406 **Inv. No: 328580 **Desc: LIBRARY COPIER MAINTENANCE **Inv. Date: 02/19/26			
		02/28/2026 (02/26) Period Totals and Balance	361.38 *	.00 *	1,306.38
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	1,306.38
YTD Encumbrance	.00	YTD Actual 1,306.38 Total 1,306.38	YTD Budget 5,500.00	Unexpended 4,193.62	
251-55115-215-000 LIBRARY: MOVIE LICENSE					
		01/31/2026 (01/26) Balance	.00 *	.00 *	154.67
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	154.67
YTD Encumbrance	.00	YTD Actual 154.67 Total 154.67	YTD Budget 500.00	Unexpended 345.33	
251-55115-216-000 LIBRARY: POSTAGE					
		01/31/2026 (01/26) Balance	.00 *	.00 *	202.40
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	202.40
YTD Encumbrance	.00	YTD Actual 202.40 Total 202.40	YTD Budget 2,300.00	Unexpended 2,097.60	
251-55115-217-000 LIBRARY: MEMBERSHIP & DUES					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
AP	348	VOLUNTEER FOX CITIES	300.00		
		**VendorNo: 2977 **Inv. No: 1103 **Desc: NEW MEMBERSHIP - JAN-DEC 2026 **Inv. Date: 02/19/26			
		02/28/2026 (02/26) Period Totals and Balance	300.00 *	.00 *	300.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	300.00
YTD Encumbrance	.00	YTD Actual 300.00 Total 300.00	YTD Budget 1,200.00	Unexpended 900.00	
251-55115-218-000 LIBRARY: OWLS MEMBERSHIP					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 28,471.00	Unexpended 28,471.00	
251-55115-253-000 LIBRARY: PROMOTIONAL MATERIALS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55115-253-000 LIBRARY: PROMOTIONAL MATERIALS (continued)					
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 1,000.00	Unexpended 1,000.00	
251-55115-282-000 LIBRARY: TECHNOLOGY					
		01/31/2026 (01/26) Balance	.00 *	.00 *	12.00
AP	3	OUTAGAMIE WAUPACA LIBRARY	69.35		
		**VendorNo: 1427 **Inv. No: 4776 **Desc: SUBSCRIPTION 42GEARS-SUREFOX PRO **Inv. Date: 02/25/26			
		03/31/2026 (03/26) Period Totals and Balance	69.35 *	.00 *	81.35
YTD Encumbrance	.00	YTD Actual 81.35 Total 81.35	YTD Budget 8,900.00	Unexpended 8,818.65	
251-55115-301-000 LIBRARY: SUPPLIES					
		01/31/2026 (01/26) Balance	.00 *	.00 *	95.25
AP	4	OUTAGAMIE WAUPACA LIBRARY	74.50		
		**VendorNo: 1427 **Inv. No: 4776 **Desc: RECEIPT PAPER - 1 CASE **Inv. Date: 02/25/26			
AP	5	OUTAGAMIE WAUPACA LIBRARY	80.00		
		**VendorNo: 1427 **Inv. No: 4776 **Desc: SPINE LABELS (2 ROLES) **Inv. Date: 02/25/26			
		03/31/2026 (03/26) Period Totals and Balance	154.50 *	.00 *	249.75
YTD Encumbrance	.00	YTD Actual 249.75 Total 249.75	YTD Budget 9,000.00	Unexpended 8,750.25	
251-55115-320-000 LIBRARY: BUILDING EXPENSES					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	1,559.04
PC	80	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	779.52		
PC	201	PAYROLL TRANS FOR 2/22/2026 PAY PERIOD	779.52		
		02/28/2026 (02/26) Period Totals and Balance	1,559.04 *	.00 *	3,118.08
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	3,118.08
YTD Encumbrance	.00	YTD Actual 3,118.08 Total 3,118.08	YTD Budget 19,000.00	Unexpended 15,881.92	
251-55120-118-000 LIBRARY: DONATIONS SOCIAL SEC					
		01/31/2026 (01/26) Balance	.00 *	.00 *	119.26

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55120-118-000 LIBRARY: DONATIONS SOCIAL SEC (continued)					
PB	148	PAYROLL TRANS FOR 2/8/2026 PAY PERIOD	59.63		
PB	365	PAYROLL TRANS FOR 2/22/2026 PAY PERIOD	59.63		
		02/28/2026 (02/26) Period Totals and Balance	119.26 *	.00 *	238.52
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	238.52
YTD Encumbrance	.00	YTD Actual 238.52 Total 238.52 YTD Budget 1,500.00 Unexpended 1,261.48			
251-55120-250-000 LIBRARY: DONATIONS MATERIALS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	655.63
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	655.63
YTD Encumbrance	.00	YTD Actual 655.63 Total 655.63 YTD Budget 8,000.00 Unexpended 7,344.37			
251-55120-255-000 LIBRARY: DONATIONS PROGRAMS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	1,376.24
AP	36	AQUAMOS COFFEE COLLABORATIVE	581.25		
		**VendorNo: 2980 **Inv. No: 10 **Desc: CATERING FOR BEES AND POLLINATOR **Inv. Date: 03/04/26			
		03/31/2026 (03/26) Period Totals and Balance	581.25 *	.00 *	1,957.49
YTD Encumbrance	.00	YTD Actual 1,957.49 Total 1,957.49 YTD Budget 18,000.00 Unexpended 16,042.51			
251-55120-282-000 LIBRARY: DONATIONS TECHNOLOGY					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00 YTD Budget 5,000.00 Unexpended 5,000.00			
251-55120-290-000 LIBRARY: DONATIONS AUDIO VISUA					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00 YTD Budget 2,000.00 Unexpended 2,000.00			
251-55120-301-000 LIBRARY: DONATIONS SUPPLIES					
		01/31/2026 (01/26) Balance	.00 *	.00 *	461.39
AP	29	HJ MARTIN & SONS INC	10,460.00		
		**VendorNo: 2969 **Inv. No: 236637 **Desc: OPERABLE PARTITION REPLACEMENT **Inv. Date: 02/02/26			
AP	99	JANDACEK, LAURA	31.98		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55120-301-000 LIBRARY: DONATIONS SUPPLIES (continued)					
		**VendorNo: 2477 **Inv. No: 2.3.26 **Desc: REIMBURSE - BREAKROOM SNACKS/COFFEE **Inv. Date: 02/03/26			
		02/28/2026 (02/26) Period Totals and Balance	10,491.98 *	.00 *	10,953.37
AP	6	PIGGLY WIGGLY	7.00		
		**VendorNo: 1482 **Inv. No: 26083231115 **Desc: LITTLE FREE PANTRY **Inv. Date: 02/09/26			
		03/31/2026 (03/26) Period Totals and Balance	7.00 *	.00 *	10,960.37
YTD Encumbrance	.00	YTD Actual 10,960.37 Total 10,960.37 YTD Budget 8,000.00 Unexpended 2,960.37-			
251-55125-255-000 LIBRARY: PROGRAMS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
AP	336	HUCK AND FINN LLC	160.00		
		**VendorNo: 2408 **Inv. No: MR021226 **Desc: CANDLE MAKING PROGRAM **Inv. Date: 01/16/26			
		02/28/2026 (02/26) Period Totals and Balance	160.00 *	.00 *	160.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	160.00
YTD Encumbrance	.00	YTD Actual 160.00 Total 160.00 YTD Budget 1,500.00 Unexpended 1,340.00			
251-55125-255-210 LIBRARY: PROGRAMS - CHILDREN'S					
		01/31/2026 (01/26) Balance	.00 *	.00 *	715.72
AP	8	REEDY, PAULA	94.94		
		**VendorNo: 1552 **Inv. No: 2.10.26 **Desc: REIMBURSE - GIANT KERPLUNK **Inv. Date: 02/10/26			
		03/31/2026 (03/26) Period Totals and Balance	94.94 *	.00 *	810.66
YTD Encumbrance	.00	YTD Actual 810.66 Total 810.66 YTD Budget 3,000.00 Unexpended 2,189.34			
251-55125-255-310 LIBRARY: PROGRAMS - TEEN					
		01/31/2026 (01/26) Balance	.00 *	.00 *	128.70
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	128.70
YTD Encumbrance	.00	YTD Actual 128.70 Total 128.70 YTD Budget 1,000.00 Unexpended 871.30			
251-55130-250-000 LIBRARY: BOOKS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55130-250-000 LIBRARY: BOOKS (continued)					
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
251-55130-250-115 LIBRARY: BOOKS - ADULT					
		01/31/2026 (01/26) Balance	.00 *	.00 *	2,415.71
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	2,415.71
YTD Encumbrance	.00	YTD Actual 2,415.71 Total 2,415.71	YTD Budget 16,000.00	Unexpended 13,584.29	
251-55130-250-120 LIBRARY: BOOKS - ADULT LG PRNT					
		01/31/2026 (01/26) Balance	.00 *	.00 *	30.71
AP	35	GALE CENGAGE LEARNING	59.98		
		**VendorNo: 683 **Inv. No: 999101915561 **Desc: LARGE PRINT **Inv. Date: 01/13/26			
AP	36	GALE CENGAGE LEARNING	30.39		
		**VendorNo: 683 **Inv. No: 999102072875 **Desc: LARGE PRINT **Inv. Date: 01/22/26			
AP	37	GALE CENGAGE LEARNING	96.79		
		**VendorNo: 683 **Inv. No: 999102139507 **Desc: LARGE PRINT **Inv. Date: 01/26/26			
		02/28/2026 (02/26) Period Totals and Balance	187.16 *	.00 *	217.87
AP	51	GALE CENGAGE LEARNING	34.84		
		**VendorNo: 683 **Inv. No: 999102162511 **Desc: LARGE PRINT **Inv. Date: 01/27/26			
AP	52	GALE CENGAGE LEARNING	60.78		
		**VendorNo: 683 **Inv. No: 999102298391 **Desc: LARGE PRINT **Inv. Date: 02/05/26			
AP	53	GALE CENGAGE LEARNING	22.39		
		**VendorNo: 683 **Inv. No: 999102407229 **Desc: LARGE PRINT **Inv. Date: 02/19/26			
		03/31/2026 (03/26) Period Totals and Balance	118.01 *	.00 *	335.88
YTD Encumbrance	.00	YTD Actual 335.88 Total 335.88	YTD Budget 3,000.00	Unexpended 2,664.12	
251-55130-250-215 LIBRARY: BOOKS - CHILDRENS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	329.50
AP	119	CAVENDISH SQUARE	186.03		
		**VendorNo: 324 **Inv. No: CAL3548481 **Desc: QUARTERLY BOOK ORDER (CULTURES OF THE WORLD) **Inv. Date: 01/27/26			
		02/28/2026 (02/26) Period Totals and Balance	186.03 *	.00 *	515.53
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	515.53
YTD Encumbrance	.00	YTD Actual 515.53 Total 515.53	YTD Budget 16,000.00	Unexpended 15,484.47	
251-55130-250-315 LIBRARY: BOOKS - TEEN					
		01/31/2026 (01/26) Balance	.00 *	.00 *	549.77

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55130-250-315 LIBRARY: BOOKS - TEEN (continued)					
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	549.77
YTD Encumbrance	.00	YTD Actual 549.77 Total 549.77	YTD Budget 3,175.00	Unexpended 2,625.23	
251-55130-250-410 LIBRARY: BOOKS - MAG & NEWSPAP					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 4,300.00	Unexpended 4,300.00	
251-55130-250-610 LIBRARY: BOOKS - MATERIAL REPL					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	352.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	352.00
YTD Encumbrance	.00	YTD Actual 352.00 Total 352.00	YTD Budget 2,500.00	Unexpended 2,148.00	
251-55135-290-130 LIBRARY: A/V - ADULT AUDIO BKS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 1,000.00	Unexpended 1,000.00	
251-55135-290-135 LIBRARY: A/V - ADULT MUSIC					
		01/31/2026 (01/26) Balance	.00 *	.00 *	149.41
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	149.41
YTD Encumbrance	.00	YTD Actual 149.41 Total 149.41	YTD Budget 700.00	Unexpended 550.59	
251-55135-290-220 LIBRARY: A/V - CHILDRENS MOVIE					
		01/31/2026 (01/26) Balance	.00 *	.00 *	113.69

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55135-290-220 LIBRARY: A/V - CHILDRENS MOVIE (continued)					
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	113.69
YTD Encumbrance	.00	YTD Actual 113.69 Total 113.69 YTD Budget 1,000.00 Unexpended 886.31			
251-55135-290-225 LIBRARY: A/V - CHILD AUDIO BKS					
		01/31/2026 (01/26) Balance	.00 *	.00 *	186.03
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	186.03
YTD Encumbrance	.00	YTD Actual 186.03 Total 186.03 YTD Budget 1,000.00 Unexpended 813.97			
251-55135-290-230 LIBRARY: A/V - CHILDRENS MUSIC					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) 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					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00 YTD Budget 1,000.00 Unexpended 1,000.00			
251-55135-290-510 LIBRARY: A/V - E-BOOKS/E-RESRC					
		01/31/2026 (01/26) Balance	.00 *	.00 *	14,280.30
		03/31/2026 (03/26) Period Totals and Balance	.00 *	.00 *	14,280.30
YTD Encumbrance	.00	YTD Actual 14,280.30 Total 14,280.30 YTD Budget 14,502.00 Unexpended 221.70			
251-55135-290-610 LIBRARY: A/V - MATERIAL REPL					
		01/31/2026 (01/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
251-55135-290-610 LIBRARY: A/V - MATERIAL REPL (continued)					
03/31/2026 (03/26) Period Totals and Balance			.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
YTD Budget	.00	Unexpended	.00		
Number of transactions: 81 Number of accounts: 89			Debit	Credit	Proof
Grand Totals:			67,949.43	4,148.83-	63,800.60

Exhibit Room Report

Respectfully Submitted by Liz Kneer, Exhibit Room Coordinator

Exhibit Room Agenda January 2026

The application is coming together well for the next American Library Association traveling exhibit, in partnership with Pulitzer Prizes. Only 20 libraries across the country will be selected, but we have developed some amazing 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. The application is due at the end of March.

The Waupaca Arts and Cultural Network (WAACN) has its summit on March 26 at the Arts Hub; I'll attend this annual event, which is a great opportunity to network with our partners and an opportunity to create new connections for collaboration.

After talking with our Exhibit Room Committee, library staff, and community members, we decided to pivot away from dinosaurs and archaeology/paleontology to celebrate the USA's 250th anniversary that coincides with the Summer Learning Program. We will Dig into History and display items about the American Revolution, early history makers, battlefield archaeology, the Declaration of Independence, how our government works, and more. The emphasis will be on making this a highly interactive exhibit to make history accessible to all ages.

Adult programming librarian, Molly Reinke, asked me to present at Lunch and Learn on April 1. I'll be talking about the history of the Exhibit Room and all that the Library Foundation does for our library!

ON EXHIBIT:

Youth Art Month

The Waupaca County Post had a nice [article](#) in their newspaper to highlight this great community exhibit.

2220 people visited the Youth Art Month exhibit in February, and we went through over 120 valentine's at our passive activity station. We're celebrating Dr. Seuss's birthday in March with coloring sheets and other fun activities. Youth Art Month is open through March 28-stop in to see this beautiful exhibit!

Youth Art Month brings in lots of new faces, creating opportunities to connect with families in our community. It's been fun to see multigenerational visitors interacting with our passive activities, exploring art together, and learning about the importance of art, watching our Sesame Street videos on the TV. These videos play once in English, then repeat in Spanish to make our space as inclusive as possible.

UPCOMING EXHIBIT:

Farms & Local Agriculture

This exhibit will highlight our local farmers, implements, the Waupaca Historical Society's barn project, information on pollinators, a seed exchange, and more! Graphics for the exhibit are out to print at Office Outfitters, and the exhibit will install on March 30 and open on April 4.

We have some great programs lined up to compliment this exhibit. I'll be working with Children's Department staff to host a citizen science program on April 22. Winchester Academy has local farmer Rachel Bouressa presenting on rotational grazing on April 27. We'll also have passive activities and kits available for visitors.

If you know a farm(er) interested in participating in the exhibit, please have them use [this link](#) to submit their information!

MONTHLY ATTENDANCE REPORT:

The attendance chart for February is included with this report.

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): Dig into History - US 250th Celebration*: 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
- *The History of the Bible*: December 11-January 29

2028 Schedule

- *The History of the Bible*: December 11-January 29
- *Youth Art Month*: February 5-March 25/April 1
- *Waupaca Wood Carvers*: April 8-May 27
- *Summer Olympics (Summer Learning Program: Libraries Are Legendary/Mythical Creatures)*: June 3-July 29
- TBD: August 5-September 30
- TBD: October 7-December 2
- TBD: December 9-January 27

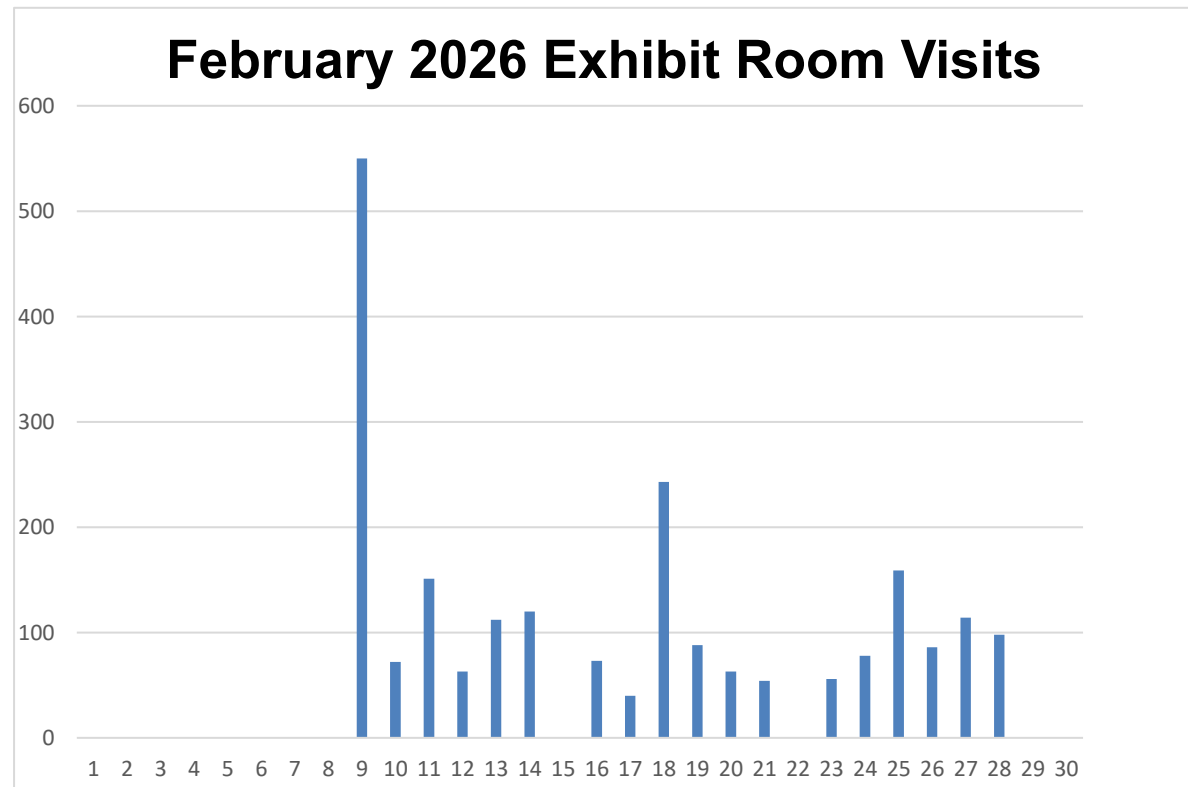
FEBRUARY 2026 EXHIBIT ROOM VISITS

02/1/2026	Sunday	closed
02/2/2026	Monday	install
02/3/2026	Tuesday	install
02/4/2026	Wednesday	install
02/5/2026	Thursday	install
02/6/2026	Friday	install
02/7/2026	Saturday	install
02/8/2026	Sunday	closed
02/9/2026	Monday	550
02/10/2026	Tuesday	72
02/11/2026	Wednesday	151
02/12/2026	Thursday	63
02/13/2026	Friday	112
02/14/2026	Saturday	120
02/15/2026	Sunday	closed
02/16/2026	Monday	73
02/17/2026	Tuesday	40
02/18/2026	Wednesday	243
02/19/2026	Thursday	88
02/20/2026	Friday	63
02/21/2026	Saturday	54
02/22/2026	Sunday	closed
02/23/2026	Monday	56
02/24/2026	Tuesday	78
02/25/2026	Wednesday	159
02/26/2026	Thursday	86
02/27/2026	Friday	114
02/28/2026	Saturday	98

TOTAL 2220

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

Youth Art Month (February) = 2220



2026 Overdue Fees												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$3.90	\$0.00											\$3.90
2026 Running Total												
\$3.90	\$3.90											
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
2026 Copy Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$805.64	\$769.11											\$1,574.75
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
2026 Meeting Room Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$105.00	\$130.00											\$235.00
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
2026 Material Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$372.57	\$355.80											\$728.37
\$-61.95	\$-76.94											\$-138.89
\$310.62	\$278.86											\$589.48
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
-\$36.99	-\$19.99	-\$63.99	-\$44.95	-\$43.95	-\$178.95	-\$115.00	-\$37.99	-\$33.99	-\$98.95	-\$60.73	-\$26.00	-\$761.48
\$242.91	\$163.95	\$266.41	\$221.04	\$285.26	\$275.10	\$478.35	\$94.36	\$492.26	\$512.89	\$252.87	\$174.92	\$3,460.32
2024 Material Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$277.88	\$254.82	\$223.98	\$200.37	\$209.51	\$109.00	\$358.03	\$241.89	\$300.65	\$302.08	\$110.99	\$348.87	\$2,938.07
\$0.00	-\$130.00	-\$16.99	-\$33.00	-\$24.00	-\$95.00	-\$20.00	-\$52.99	-\$18.98	-\$22.99	-\$15.99	-\$24.99	-\$454.93
\$277.88	\$124.82	\$206.99	\$167.37	\$185.51	\$14.00	\$338.03	\$188.90	\$281.67	\$279.09	\$95.00	\$323.88	\$2,483.14
2026 Donation Box												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$136.51	\$174.09											\$310.60
2025 Donation Box												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$162.02	\$141.29	\$113.00	\$56.16	\$99.10	\$78.17	\$143.22	\$66.08	\$80.30	\$94.64	\$122.17	\$106.15	\$1,262.30
2024 Donation Box												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$238.62	\$137.98	\$98.69	\$165.32	\$89.17	\$55.49	\$77.39	\$281.20	\$78.77	\$95.88	\$147.17	\$113.79	\$1,579.47
2026 Passports												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total
\$382.88	\$520.76											\$903.64
2025 Passports												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total
\$840.00	\$1,295.00	\$315.00	\$455.00	\$452.88	\$516.14	\$485.91	\$313.94	\$348.94	\$521.82	\$208.94	\$280.00	\$6,033.57
2024 Passports												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total
\$350.00	\$910.00	\$595.00	\$120.00	\$525.00	\$175.00	\$245.00	\$385.00	\$385.00	\$455.00	\$420.00	\$770.00	\$5,335.00
2023 Passports												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$105.00	\$140.00	\$245.00
2026 Credit Card												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total
\$360.07	\$318.72											\$678.79
-\$21.71	-\$10.83											-\$32.54
2025 Credit Card												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total
\$0.00	\$0.00	\$0.00	\$19.18	\$218.90	\$369.14	\$371.05	\$253.99	\$182.99	\$525.30	\$293.50	\$109.25	\$2,343.30
			-\$0.82	-\$7.70	-\$11.52	-\$11.90	-\$7.95	-\$5.36	-\$16.80	\$9.87	\$3.89	-\$48.29
2026 WAIVED												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total
\$22.65	\$116.40											\$139.05
2025 WAIVED												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total

\$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

Library Usage 2026

Reference Transactions

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026	1,216	1,143											2,359
2025	894	892	894	775	1,007	1,286	1,046	997	1,079	1,236	867	821	11,794
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
2026	7,266	8,202											15,468
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
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
2026 wireless	706	696											1,402
2026 stations	524	597											1,121
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
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
2026	12	13											25
2025	7	10	7	14	10	16	12	8	6	7	6	6	109
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
2026	145.5	158.25											304
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

Adult Programming

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026 programs	4	6											10
2026 attendance	53	71											124
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

Children's Programming

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026 programs	13	17											30
2026 attendance	385	404											789
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

General Audience Programming

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2025 programs	0	1											1
2025 attendance	0	500											500
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

Teen Audience Programming

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026 programs	4	8											
2026 attendance	11	37											
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

Study Room Usage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026	65	99											164
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

Passport Applications

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026	14	14											28
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

Notary

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026	13	5											18
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

Little Free Pantry

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2026	5,007	5,452											10,459
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

Feb 2026 Interlibrary Lender/Borrower Statistics

Library	Code					YTD			
		Items Loaned	Items Borrowed	Net	Ratio	Items Loaned	Items Borrowed	Net	Ratio
Algoma	NKALG	1,129	935	194	1.21	2,361	1,966	395	1.20
Appleton	OOAPL	8,473	10,850	(2,377)	0.78	17,694	23,294	(5,600)	0.76
Baileys Harbor	NDBAI	587	451	136	1.30	1,168	978	190	1.19
Birnamwood	NSBIR	562	394	168	1.43	1,148	758	390	1.51
Black Creek	OOBCL	1,379	702	677	1.96	2,884	1,544	1,340	1.87
Bonduel	NSBON	276	865	(589)	0.32	618	1,726	(1,108)	0.36
Clintonville	OWCPL	2,048	991	1,057	2.07	4,285	2,078	2,207	2.06
Coleman	NMCOL	372	666	(294)	0.56	756	1,444	(688)	0.52
Crivitz	NMCRI	450	990	(540)	0.45	933	1,990	(1,057)	0.47
Egg Harbor	NDEGG	588	449	139	1.31	1,296	971	325	1.33
Ephraim	NDEPH	447	137	310	3.26	929	297	632	3.13
Fish Creek	NDFIS	422	278	144	1.52	909	633	276	1.44
Florence	NFFLO	346	431	(85)	0.80	751	844	(93)	0.89
Forestville	NDFOR	479	328	151	1.46	1,040	655	385	1.59
Fremont	OWFPL	604	712	(108)	0.85	1,286	1,507	(221)	0.85
Gillett	NOGIL	529	414	115	1.28	1,139	768	371	1.48
Goodman	NMGOO	64	264	(200)	0.24	125	503	(378)	0.25
Green Earth	NBON2	111	1	110	111.00	249	2	247	124.50
Hortonville	OOHPL	1,589	2,685	(1,096)	0.59	3,305	5,386	(2,081)	0.61
Iola	OWIVL	940	810	130	1.16	1,938	1,715	223	1.13
Kaukauna	OOKAU	3,404	3,238	166	1.05	6,973	6,731	242	1.04
Kewaunee	NKKEW	1,529	1,200	329	1.27	3,186	2,552	634	1.25
Kimberly	OOKIM	2,734	4,383	(1,649)	0.62	5,831	9,393	(3,562)	0.62
Lakewood	NOLAK	732	663	69	1.10	1,522	1,519	3	1.00
Lena	NOLEN	478	199	279	2.40	999	430	569	2.32
Little Chute	OOLIT	3,199	3,687	(488)	0.87	6,679	7,446	(767)	0.90
Manawa	OWMAN	1,179	687	492	1.72	2,422	1,410	1,012	1.72
Marinette	NMMRT	1,353	1,421	(68)	0.95	2,928	2,946	(18)	0.99
Marion	OWMAR	1,074	504	570	2.13	2,257	1,128	1,129	2.00
Mattoon	NSMAT	97	149	(52)	0.65	220	259	(39)	0.85
New London	OWNLP	1,898	1,473	425	1.29	3,869	3,036	833	1.27
NFLS	NFLS	-	14	(14)	-	-	36	(36)	-
Niagara	NMNI	266	411	(145)	0.65	604	829	(225)	0.73
Oconto	NOOCO	1,049	758	291	1.38	2,040	1,796	244	1.14
Oconto Falls	NOOCF	1,450	882	568	1.64	3,111	1,793	1,318	1.74
Oneida	NBONE	721	148	573	4.87	1,518	317	1,201	4.79
OWLS	OWLS	-	9	(9)	-	-	12	(12)	-
Peshigo	NMPES	344	449	(105)	0.77	732	775	(43)	0.94
Scandinavia	OWSCA	534	388	146	1.38	1,128	753	375	1.50
Seymour	OOSEY	1,806	1,287	519	1.40	3,730	2,872	858	1.30
Shawano	NSSHA	2,306	2,274	32	1.01	4,888	4,837	51	1.01
Shiocton	OOSHI	796	522	274	1.52	1,610	961	649	1.68
Sister Bay	NDSIS	1,044	895	149	1.17	2,262	1,943	319	1.16
Sturgeon Bay	NDSTR	2,575	3,149	(574)	0.82	5,437	6,623	(1,186)	0.82
Suring	NOSUR	717	494	223	1.45	1,570	995	575	1.58
Tigerton	NSTIG	317	339	(22)	0.94	650	701	(51)	0.93
Washington Island	NDWSH	382	323	59	1.18	759	680	79	1.12
Waupaca	OWWAU	2,902	3,034	(132)	0.96	6,179	6,251	(72)	0.99
Wausaukee	NMWAS	342	599	(257)	0.57	753	1,238	(485)	0.61
Weyauwega	OWWEY	1,092	700	392	1.56	2,255	1,428	827	1.58
Wittenberg	NSWIT	199	282	(83)	0.71	388	565	(177)	0.69
TOTAL		57,914	57,914	-	1.00	121,314	121,314	-	1.00

Loaned by	Borrowed by			Total		Borrowed by			Total
	NFLS libraries	OWLS libraries				NFLS libraries	OWLS libraries		
NFLS libraries	12,293	9,970		22,263		25,696	21,293		46,989
OWLS libraries	8,950	26,701		35,651		18,661	55,664		74,325
Total	21,243	36,671		57,914		44,357	76,957		121,314

Net = Number of items loaned less number of items borrowed

Ratio = Number of items loaned for every item borrowed

Circulation Statistics 2026

Circulation Statistics 2026													
Waupaca 2026 Circulation													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D Total
2026 Downloads - ebooks	1,029	921											1,950
2025 Downloads - ebooks	1,087	952	1,012	850	860	863	852	920	832	837	840	857	10,762
2026 Downloads - Audio	1,440	1,284											2,724
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
2026 Downloads - Magazine	369	311											680
2025 Downloads - Magazine	376	326	362	356	345	312	311	325	331	322	320	336	4,022
2026 Downloads - Hoopla	448	398											846
2025 Downloads - Hoopla	462	391	412	377	358	358	416	435	418	431	395	376	4,829
Physical Items	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D Total
Renewals	2,241	2,048											4,289
Checkouts	9,204	7,753											16,957
Total Circulation w/renewals	11,445	9,801	0	0	0	0	0	0	0	0	0	0	21,246
2025 Totals	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
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	Total	2026
Dayton	1,270	1,025	2,295	11%
Farmington	2,008	1,510	3,518	17%
Lind	527	447	974	5%
Waupaca (Town)	964	663	1,627	8%
Other Towns	577	585	1,162	5%
Town Total	5,346	4,230	9,576	45%
Waupaca (City)	3,862	3,361	7,223	34%
Waushara County	447	537	984	5%
Winnebago County	2	5	7	0%
Portage County	1,056	825	1,881	9%
Other	732	843	1,575	7%
Total	11,445	9,801	21,246	

Monthly/YTD Circs and Renewals - February 2026

<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	2,186	494	2,680	4,440	1,201	5,641
Appleton	37,893	12,946	50,839	80,460	25,707	106,167
Black Creek	1,398	497	1,895	3,069	1,092	4,161
Clintonville	3,245	881	4,126	6,788	1,759	8,547
Door Cty - Baileys Harbor	966	247	1,213	2,020	518	2,538
Door Cty - Egg Harbor	880	225	1,105	1,730	452	2,182
Door Cty - Ephraim	204	86	290	535	186	721
Door Cty - Fish Creek	452	156	608	1,037	254	1,291
Door Cty - Forestville	532	214	746	1,092	361	1,453
Door Cty - Sister Bay	2,229	561	2,790	4,608	1,141	5,749
Door Cty - Sturgeon Bay	6,822	2,162	8,984	14,775	4,294	19,069
Door Cty - Washington Island	651	97	748	1,346	224	1,570
Florence	665	131	796	1,518	197	1,715
Fremont	1,090	483	1,573	2,332	879	3,211
Gillett	474	138	612	958	244	1,202
Hortonville	5,062	1,311	6,373	10,260	2,631	12,891
Iola	1,389	384	1,773	2,884	857	3,741
Kaukauna	8,993	2,358	11,351	17,856	4,465	22,321
Kewaunee	2,783	895	3,678	5,681	1,863	7,544
Kimberly	9,845	3,059	12,904	21,067	6,314	27,381
Lakewood	1,806	420	2,226	3,858	898	4,756
Lena	419	121	540	899	275	1,174
Little Chute	7,616	2,411	10,027	15,996	4,893	20,889
Manawa	1,500	364	1,864	3,006	776	3,782
Marinette Cty - Coleman	798	364	1,162	1,942	590	2,532
Marinette Cty - Crivitz	1,473	1,085	2,558	3,531	1,554	5,085
Marinette Cty - Goodman	212	60	272	434	101	535
Marinette Cty - Marinette	3,242	710	3,952	6,576	1,376	7,952
Marinette Cty - Niagara	494	149	643	1,093	377	1,470
Marinette Cty - Peshtigo	774	143	917	1,448	320	1,768
Marinette Cty - Wausaukee	915	245	1,160	1,836	495	2,331
Marion	1,766	353	2,119	3,670	777	4,447
New London	3,704	771	4,475	7,728	1,740	9,468
Oconto	1,726	474	2,200	3,673	1,036	4,709
Oconto Falls	2,361	533	2,894	4,905	1,028	5,933
Oneida Tribal - Green Earth	8	3	11	12	3	15
Oneida Tribal - Oneida	293	97	390	516	207	723
Scandinavia	398	173	571	805	331	1,136
Seymour	2,181	775	2,956	4,670	1,553	6,223
Shawano Cty - Birnamwood	2,201	237	2,438	4,347	530	4,877
Shawano Cty - Bonduel	1,078	339	1,417	2,148	637	2,785
Shawano Cty - Mattoon	149	46	195	265	93	358
Shawano Cty - Shawano	6,473	1,686	8,159	13,764	3,251	17,015
Shawano Cty - Tigerton	323	172	495	786	239	1,025
Shawano Cty - Wittenberg	424	121	545	852	301	1,153
Shiocton	778	160	938	1,499	287	1,786
Suring	872	306	1,178	1,828	593	2,421
Waupaca	7,753	2,048	9,801	16,957	4,289	21,246
Weyauwega	1,304	503	1,807	2,786	1,076	3,862
Total	140,800	42,194	182,994	296,286	84,265	380,551

Posted 3/2/26

Director's Report

Strawberry Fest

The location of summer events in 2026 has been shuffled a bit. Arts on the Square will be held primarily on the new Arts Hub campus. Strawberry Fest will be held downtown rather than by Trinity Lutheran Church and the Chamber of Commerce. The entire city square and Main Street between Badger and Water Streets will be closed off for the event. We anticipate being open on the day of Arts on the Square, with it having moved off the square. We are also discussing options for participating in Strawberry Fest rather than closing. For this, we are assessing available staff, possible programs, necessary resources (time, materials, etc.) and likely challenges. I will keep the Board posted regarding what we decide to do.



Fourth of July Parade

Work has begun on a 4th of July parade entry for the Library, with our entry theme tied into our Summer Reading Club theme (Dig Into Reading). The Foundation has agreed to provide support and assistance for the effort. If you haven't already committed to a different parade entry, please consider joining us!

Hoot-Con

The Library was closed on March 6 to allow Library staff members to attend Hoot-Con. The topics at the conference were varied, including AI, special collections, and the impending Polaris migration.

Budget Variance

At the start of Fiscal Year 2026 we have a variance between the actual and planned budget that we are working to close. Details are available at the meeting on Wednesday, but the short version is that we need to close a \$12,000 gap in the budget between revenue and expenses. Fortunately, this is much easier to do at the start of the budget year and I do not anticipate much disruption.

City Administration

On Wednesday, March 4 the City Council made the difficult decision to end the employment of City Administrator Josh Finch. Public Works Director Justin Berrens is reprising his role as interim Administrator. I am grateful to City leadership for their updates on this process. I look forward to working with Justin again in his interim role. There will be some evaluation before the position is posted again towards the end of 2026.

City Finance Director Stephanie Reif submitted her resignation on February 25, leaving her position for one with our audit firm. She has done a fantastic job in her role and is already deeply missed across departments. The position will be posted in the near future. While Stephanie's last day was March 13, she will continue to help in the interim and during the transition.

Respectfully submitted,

Eric Scott Bailey

February Programs

- **Wednesday, February 4**-Lunch and Learn-Chuck Reynolds with Rotary: 31 people (Molly)
- **Thursday, February 12**-Candle Making with Huck Finn-17 people (Mary P and Molly)
- **Saturday, February 14**-Winter Rec Fest- ~500 people
- **Thursday, February 15**-Third Thursday Film Marathon (Mary P)
 - There's No Business Like Show Business: 8 people
 - The Seven Year Itch: 4 People
 - Some Like it Hot: 4 People
- **Saturday, February 17**-Book Club-Miss Benson's Beetle: 7 People (Linda H.)
- **Jan. 12-Feb.21**-Mini Art Show-Kits handed out: 95 handed out, 75 projects turned in
- **Engagement Table**-Coloring Pages

The mini art show was a blast! We handed out so many kits, and got the majority of them back. In addition to our canvases, we got back watercolor projects, ceramic, stained glass, and even quilting! After a week of staff judging, awards were given out on March 2nd. We are so grateful for all of the participants.

Lunch and Learn in February was Rotary International of Waupaca. Chuck Reynolds gave a very engaging presentation of the full scope of the organization, both locally, and internationally. We enjoyed delicious catering from Mexico Grill.

We did our first Business of the Month/program collaboration in February, which was a candle making clinic with Huck Finn. Megan worked to make the candle affordable for the program and we split the cost with patrons so that the cost to each person was only \$10. We had 17 people come to make candles and everyone had a great time! We will definitely consider working with Huck Finn on programming in the future, we are thinking it would be great for teen programming!

Simon and I assisted with Winter Rec Fest. This has been a collaboration for many years, and this year was the most successful yet! Springlike weather and a new location brought out many people, and we were able to visit with many Waupaca locals while enjoying local chili and South Park along with the Waupaca Parks and Rec Department.

We also had another February Film Festival, this time watching Marilyn Monroe Movies. Attendance was on the lower side.

-Respectfully submitted by Molly Reinke



Adult Services Report

Weeding projects have started in the month of February. With the help of volunteer Greg, I have been working my way through our movie collection. Paul is helping Eric with non-fiction and a staff page, Kiara has helped Laura Jandacek with the Large Print. We are making way for new and exciting material.

This has worked well, as John Grones, from VPI has been bringing a couple volunteers from Appleton every month and they have been stamping and adding Discard stickers to many items. This trickle effect has then of course helped with the "First-Look Book Sale" at the end of the month.

While I was visiting businesses around town to fill the Business of the Month calendar, I came up with the idea to offer them the opportunity to do a presentation at the library during the month that they were being featured. Molly had mentioned in the Adult Program Report that we had our first collaboration with one of our "Business" of the Month, Huck N Finn. Meghan brought over her candle-making supplies and shared her business with 17 people in two hours. Fun was had by all.



I was able to schedule two different staff meetings this month. Our Adult Circulation Staff meeting went well. We discussed all the items that staff have brought to my attention and have been added to the Future Meeting Board in my office. We were able to keep it to about an hour of good discussion. The second meeting was a Page meeting. It may have been years since the pages had a meeting and since I have taken over supervising the pages I have wanted to get this done. There was also some good discussion and learning points taken away.

Chad Glamann, from OWLS, came and gave me a bit of training on our website, so that I would be able to update the volunteer opportunities and application forms. He also gave me some insight into Website accessibility. I am pleased to have this capability and really appreciated his time.

I met with Nora Mitchell, the activities director at Park Vista Retirement Living. We discussed the Walking Books Program and how it could benefit their residents. She was very excited and took several of the applications I had brought with me. She will let me know when to stop by and pick them up.

OWLS training committee is continuing to meet and prepare for the new ILS.

-Respectfully submitted by Jan Popple

Children's Department Report - February 2026

Babygarten - 72

Black History Scavenger Hunt - 20

School Books - 39

Sunny Day - 156

Wednesday Craft / Fun - 63

Storytime - 52

February was an exciting month of collaboration for us, kicking off with planning meetings with the Arts Hub, Parks and Rec, as well as the Polar VR fellowship. We have been exploring ways we can collaborate and mutually benefit from our partnership with the Arts Hub, and are hoping to collaborate on a number of key programs this summer. Parks and Rec looped us in on both the Winter Rec Fest and Winter Hike. Finally, the Polar VR fellowship is a group we have been working with for a short while now, focused on developing VR games and surrounding programming to make STEAM education accessible in libraries.

This month saw our return to regular storytimes, as well as some experimenting with new programming. We've had requests for more evening programs across the library, and in the Children's Department we wanted to see what attendance later programs would garner. Our first Sleepyhead Storytime was with a small group of excited kids and seemed successful at capturing that bedtime story excitement, without leaving our story-goers more wound up than when they came in. We hope to do more in the future, but are waiting to see more results before it becomes a permanent fixture in our programming.

Planning continues to ramp up for the summer, with a number of our performers getting locked in and key partners collaborating for our larger programs. Work continues on the Citizen Science projects for this April, with Paula organizing the month into 4 distinct weeks, and events with the Waupaca Community Garden, the Midwest Center for Excellence in Vector-Borne Disease, Penguin Science and more.

Winter Rec Fest was a big success, with it likely being our most attended year yet! With generous weather, we were actually able to hold it outside at South Park this year. The storywalk was well loved and the chili even more so.

The last big push for our LEGO club came towards the end of the month, and we hope to report good attendance, excitement and master builds soon! There are plans shaping up to display a number of LEGO club builds around the children's department, so keep your eyes peeled.

*Respectfully submitted,
Simon Baumgart, Head of Youth Services*



February 2026

Teen Department Board Report

Teen Zines in the Teen Room and other Programs

We encouraged teens show off their creativity and share their voices by making zines throughout February! Teen Zines are, essentially, small-batch, DIY publications that teens can use to talk about whatever they want. It was fascinating to see what ideas they came up with for this activity, and a great use of the odd ends and bits of our craft supplies. In addition to our Teen Zines, teens were able to participate in Teen Volunteer Agents, a Pop-Up Temporary Tattoo Parlor, Dungeons and Dragons, a Teen Book Club, and more!

Upcoming Book Talks

Taylor and Simon have scheduled dates with Sarah Hanneman for upcoming Book Talks at the Chain Exploration Center, and at the Waupaca Middle School for 5th-6th grade! We cannot wait!

PLIX (The MIT-based Public Library Innovation Exchange) – What Now? A Hands-On Zine

Taylor was able to join PLIX in one of their hands-on workshops that provided supportive activities for educators on how to think structurally and collectively on how to structure programs and facilitate creative learning. This workshop featured members of the Creative Communities research group from the University of Colorado Boulder, Ricarose Roque and Mimi Shalf, authors of a series of interactive zines for informal educators to grow their practice as facilitators of creative learning. This workshop was an excellent way to connect with librarians and other educators from around the country and learn more about how they engage with teens in different programs and activities.

Youth Services Section - Midday Mingle - Teens!

Linda Jerome, from the Youth Services Section (YSS) of Wisconsin Library Association (WLA) invited Taylor to join their group for a virtual Midday Mingle on February 23rd. This discussion specifically highlighted teen services in libraries, and more specifically, programming. Some fantastic ideas provided included doing an afterhours hide-and-seek, a Soda/Cider/Boba Mixology program, Un-Maker Spaces where teens take apart old tech, Five Nights and Freddy's Escape Rooms, and more.



Respectfully submitted by Taylor Wilcox, Teen Services Librarian

March 13, 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