



WAUPACA AREA PUBLIC LIBRARY  
LIBRARY BOARD OF TRUSTEES MEETING AGENDA  
WEDNESDAY, APRIL 17, 2024, 4:30PM

**IN-PERSON MEETING CITY COUNCIL CHAMBERS – VIRTUAL OPTION AVAILABLE**

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

1. ROLL CALL
2. APPROVAL OF AGENDA

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

3. MINUTES FROM MEETING HELD WEDNESDAY, MARCH 20, 2024
  - a. **ACTION ITEM: APPROVE** minutes of MARCH 20, 2024 Meeting
4. MONTHLY BILLS FOR MARCH 2024, **BILLS \$56,692, PERSONNEL \$43,066, Donations Expenditures \$2,893**
  - a. **ACTION ITEM: APPROVE** MARCH 2024 bills, personnel costs, and donation expenditures
5. LIBRARY EXHIBIT ROOM
  - A. Exhibit Coordinator's Report
  - B. Chart of Visits
6. LIBRARY STATISTICS
  - A. Copy Income and Meeting Room Income Reports
  - B. Volunteer Hours, Reference Transactions, Library Visits, Internet Use & Curbside Service
  - C. Interloan Chart
  - D. Circulation Charts
    - a. Circulation & Renewals with Municipality Chart
    - b. Consortium Circulation
7. DEPARTMENT REPORTS
  - A. Director's Report
  - B. Adult Services Report
  - C. Youth Services Report
  - D. Teen Services Report

8. COMMITTEE REPORTS

- A. Finance Committee
  - a. No Meeting
- B. Planning Committee
  - a. No Meeting
- C. Policy Committee
  - a. Met on March 20, 2024 at 5:30pm
- D. Personnel Committee
  - a. No Meeting

9. OLD BUSINESS

- a. None

10. NEW BUSINESS

- a. Incident Reports
- b. VR Policy
  - i. **APPROVE:** Approval recommended as amended by the Policy Committee.
- c. Teen Room Policy
  - i. **APPROVE:** Change to existing Teen Room policy, can be approved or forwarded to committee.
- d. Board of Trustees Bylaws and Makeup
  - i. **DISCUSS:** Paths to improving compliance with Statute 43.54.

11. ANNOUNCEMENTS & CORRESPONDENCE

- a. OWLS Minutes
- b. Next meeting will be Wednesday, May 15, 2024 at 4:30 pm in-person in the Council Chambers

12. ADJOURNMENT

PLEASE CALL ERIC BAILEY (715-258-4414) BY 1:00 PM ON MEETING DATE  
IF YOU ARE UNABLE TO ATTEND.  
THIS MEETING WILL BE LOCATED IN CITY OF WAUPACA COUNCIL CHAMBERS WITH OPTIONS TO  
ATTEND PHYSICALLY OR VIRTUALLY VIA VIDEO/TELECONFERENCING.  
PLEASE ADVISE THE LIBRARY DIRECTOR IF YOU REQUIRE SPECIAL ACCOMMODATIONS. THE CITY  
OF WAUPACA PROVIDES EQUAL OPPORTUNITIES FOR PUBLIC MEETINGS



WAUPACA AREA PUBLIC LIBRARY  
LIBRARY BOARD OF TRUSTEES MEETING MINUTES  
WEDNESDAY MARCH 20, 2024

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

Meeting was called to order by Holly Olsen at 4:31 pm.

Holly Olsen, Sarah Hanneman, Lilliana Liegl, Melanie Peterson, John Miller, Julie Eiden, Mary Zimmermann, and Cory Nagel were present. John Turner was absent. Library Director, Eric Bailey, Exhibit Room Coordinator, Acting Head of Youth Services Jan Rademacher, Teen Services Librarian Taylor Wilcox, and Program and Outreach Coordinator, Molly Reinke were also present.

APPROVAL OF AGENDA

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

The Open Meeting Law Statement was read by Holly Olsen.

Minutes from February 21, 2024 Board Meeting.

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

Liz Kneer entered the meeting at 4:34 pm

Monthly bills for February 2024, BILLS \$50,775, PERSONNEL \$39,181, DONATIONS EXPENDITURES \$1,533.

MOTION by J. Eiden, SECOND by M. Zimmermann to approve the February 2024 bills with personnel costs and donation expenditures. 8 ayes, 0 nays, 1 absent. Motion passed unanimously on a roll call vote.

Library Exhibit Room Report

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

Library Statistics

Copy Income **\$484.37**; Meeting Room Income **\$235.00**

Volunteer Hours **23.5**; Reference Transactions **919** Library Visits **7,562**; Internet Use: **689** wireless, **407** stations; Curbside service **44**; Total Library Programs **27**, Total Program Attendance **645**; Study Room Use **92**; Passport Applications **24**

Interloan Chart: **2,882** items loaned, **3,238** items borrowed

Circulation & Renewals with Municipality Chart showed a total circulation of **12,476**

Consortium Circulation Chart was presented.

#### Department Reports

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

#### Committee Reports

Finance Committee did not meet.

Planning Committee did not meet.

Library Policy Committee met after the board meeting at 5:37 pm

A meeting is scheduled for April 17 after the board meeting.

Personnel Committee did not meet.

#### Old Business – None

#### New Business

Taylor Wilcox gave a quick summary of the meeting with the individuals who wanted a change in teen room policy. She discussed potential changes to the Teen Room policy to provide latitude.

The Annual Report was presented in preparation of the City Council presentation at their April 16 meeting.

Simon Baumgart entered the meeting at 5:24pm

#### Announcements & Correspondence

OWLS Meeting: An OWLS meeting occurred January 18<sup>th</sup>, 2024, minutes were included in the packet.

Next meeting will be Wednesday, April 17, 2024, at 4:30pm in-person in the Council Chambers, City Hall, Waupaca.

#### Adjournment

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

Meeting adjourned at 5:31 pm.

Chaired by Holly Olsen, Library Board President  
Minutes taken and compiled by Molly Reinke

**2022 BUDGET WORKSHEET  
LIBRARY FUND**

<u>Acct No</u>	<u>Account Description</u>	Actual	Actual	CURRENT YTD	12/31/2024	Budget	<u>% Expended</u>	<u>% Unexpended</u>
		12/31/2023			EOY	12/31/2024		
<u>REVENUES</u>		Prior Year	3/31/2024	Actual	Estimated	Amended		
		2023				2024		
<b>INTERGOVERNMENTAL</b>								
251-43215-000-000	FEDERAL: LIBRARY GRANTS							
251-43720-000-000	COUNTY AID: LIBRARY WAUPACA CO	408,286	-	-	386,684	386,684	0.00%	100.00%
251-43725-000-000	COUNTY AID: LIBRARY WAUSHARA	14,466	-	-	17,429	17,429	0.00%	100.00%
	COUNTY AID: LIBRARY WINNEBAGO				982	982	0.00%	100.00%
251-43730-000-000	COUNTY AID: LIBRARY PORTAGE CO	1,960	-	-	3,821	3,821	0.00%	100.00%
	<b>INTERGOVERNMENTAL</b>	<b>424,712</b>	<b>-</b>	<b>-</b>	<b>408,916</b>	<b>408,916</b>	<b>0.00%</b>	<b>100.00%</b>
<b>PUBLIC CHARGES FOR SERVICE</b>								
251-46710-000-000	FEES: LIBRARY COPIES	6,069	512	1,635	6,541.36	6,000	27.26%	72.74%
251-46725-000-000	FEES: LIBRARY OVERDUE FEES	277	6	6	25.24	-	25.00%	75.00%
251-46730-000-000	FEES: LIBRARY COLLECTION AGENCY	284	49	137	549	100	137.30%	(37.30%)
251-46735-000-000	FEES: LIBRARY MATERIAL REPLACE	2,572	132	656	2,624	3,000	21.87%	78.13%
251-46740-000-000	FEES: PASSPORT	175	665	1,820	7,280	5,000	36.40%	63.60%
	<b>PUBLIC CHARGES FOR SERVICE</b>	<b>9,202</b>	<b>1,365</b>	<b>4,255</b>	<b>17,020</b>	<b>9,100</b>	<b>46.76%</b>	<b>53.24%</b>
<b>MISCELLANEOUS</b>								
251-48215-000-000	RENT: MEETING ROOMS	2,782	310	518	2,072	1,500	34.53%	65.47%
251-48310-000-000	SALES: SALE OF PROPERTY/EQUIP	62	-	20	105	100	20.00%	80.00%
251-48550-000-000	DONATIONS: LIBRARY	81,968	26	545	68,981	61,500	0.89%	99.11%
251-49210-000-000	TRANSFER FROM GENERAL FUND	346,554		-	346,554	367,522	0.00%	100.00%
	<b>MISCELLANEOUS</b>	<b>431,366</b>	<b>336</b>	<b>1,083</b>	<b>417,712</b>	<b>430,622</b>	<b>0.25%</b>	<b>99.75%</b>
	<b>TOTAL REVENUES</b>	<b>865,280</b>	<b>1,701</b>	<b>5,338</b>	<b>843,648</b>	<b>847,656</b>	<b>0.63%</b>	<b>99.37%</b>
<b>EXPENDITURES</b>								
251-55111-102-000	LIBRARY: SALARIES	388,829	23,716	125,317	406,497	406,497	30.83%	69.17%
251-55111-103-000	LIBRARY: OVERTIME	136	-	7	481	-	1.36%	98.64%
251-55111-118-000	LIBRARY: SOCIAL SECURITY	30,417	1,753	6,599	26,394.24	25,748	25.63%	74.37%
251-55111-119-000	LIBRARY: RETIREMENT (R)	29,598	1,765	5,857	23,426.72	22,970	25.50%	74.50%
251-55111-121-000	LIBRARY: GRP HLTH INS	74,368	5,908	14,977	86,199	86,199	17.37%	82.63%
251-55111-122-000	LIBRARY: LIFE INS	1,656	80	240	1,400	1,400	17.11%	82.89%
251-55111-123-000	LIBRARY: INC PROTECT	1,290	-	-	1,903	1,903	0.00%	100.00%
251-55111-124-000	LIBRARY: WORK COMP	2,350	-	-	1,350	1,350	0.00%	100.00%
251-55111-125-000	LIBRARY: HLTH INS DEDUCTIB	-	-	-	6,000	6,000	0.00%	100.00%
251-55111-129-000	LIBRARY: UNEMPLOYMENT	-	-	-	-	-	0.00%	0.00%
251-55111-130-000	LIBRARY: WELLNESS/EAP PROGRAM	277	240	240	316	316	75.95%	24.05%
	<b>LIBRARY FULL-TIME</b>	<b>528,920</b>	<b>33,460</b>	<b>153,235</b>	<b>553,967</b>	<b>552,383</b>	<b>27.74%</b>	<b>72.26%</b>

**2022 BUDGET WORKSHEET  
LIBRARY FUND**

Acct No	Account Description	Actual			12/31/2024	Budget	% Expended	% Unexpended
		12/31/2023	Actual	CURRENT YTD	EOY	12/31/2024		
		Prior Year	3/31/2024	Actual	Estimated	Amended		
		2023				2024		
251-55112-104-000	LIBRARY: PT WAGES	102,107	8,773	26,125	121,788	121,788	21.45%	78.55%
251-55112-110-000	LIBRARY: PTO	-	-	-	-	-	0.00%	0.00%
251-55112-116-000	LIBRARY: PT RETIRE	2,560	238	701	4,932	4,932	14.21%	85.79%
251-55112-118-000	LIBRARY: SOCIAL SECURITY	6,544	543	1,669	10,362	10,362	16.11%	83.89%
251-55112-122-000	LIBRARY: LIFE INS	685	52	130	812	600	21.58%	78.42%
	<b>LIBRARY: PART-TIME</b>	<b>111,897</b>	<b>9,606</b>	<b>28,625</b>	<b>137,894</b>	<b>137,682</b>	<b>20.79%</b>	<b>79.21%</b>
251-55115-201-000	LIBRARY: TRAINING	1,800	827	827	4,000	4,000	20.68%	79.32%
251-55115-207-000	LIBRARY: MAINT OF EQUIP	6,413	-	-	6,413	6,413	0.00%	100.00%
251-55115-209-000	LIBRARY: INS & BONDING	1,000	-	-	1,000	1,000	0.00%	100.00%
251-55115-211-000	LIBRARY: CONTRACT SERVICES	4,630	118	742	5,000	5,000	14.84%	85.16%
251-55115-215-000	LIBRARY: MOVIE LICENSE	615	-	125	498.64	-	25.00%	75.00%
251-55115-216-000	LIBRARY: POSTAGE	1,224	155	452	2,000	2,000	22.60%	77.40%
251-55115-217-000	LIBRARY: MEMBERSHIP & DUES	573	-	166	1,200	1,200	13.83%	86.17%
251-55115-218-000	LIBRARY: OWLS MEMBERSHIP	27,591	-	-	27,648	27,648	0.00%	100.00%
251-55115-253-000	LIBRARY: PROMOTIONAL MATERIALS	300	-	-	650	650	0.00%	100.00%
251-55115-282-000	LIBRARY: TECHNOLOGY	12,075	-	215	11,974	11,974	1.79%	98.21%
251-55115-301-000	LIBRARY: SUPPLIES	8,696	45	1,520	8,000	8,000	19.00%	81.00%
	<b>LIBRARY: OPERATING EXPENSES</b>	<b>64,916</b>	<b>1,145</b>	<b>4,046</b>	<b>67,885</b>	<b>67,885</b>	<b>5.96%</b>	<b>94.04%</b>
251-55120-104-000	LIBRARY: DONATIONS PT WAGES	17,357	1,391	4,520	19,000	19,000	23.79%	76.21%
251-55120-118-000	LIBRARY: DONATIONS SOCIAL SECURITY	1,367	106	319	1,500	1,500	21.28%	78.72%
251-55120-250-000	LIBRARY: DONATIONS MATERIALS	7,344	537	537	8,000	8,000	6.71%	93.29%
251-55120-255-000	LIBRARY: DONATIONS PROGRAMS	44,074	527	763	18,000	18,000	4.24%	95.76%
251-55120-282-000	LIBRARY: DONATIONS TECHNOLOGY	900	143	143	5,000	5,000	2.87%	97.13%
251-55120-290-000	LIBRARY: DONATIONS AUDIO VISUA	83	-	-	2,000	2,000	0.00%	100.00%
251-55120-301-000	LIBRARY: DONATIONS SUPPLIES	7,863	188	188	8,000	8,000	2.35%	97.65%
	<b>LIBRARY: DONATION EXPENSES</b>	<b>78,987</b>	<b>2,893</b>	<b>6,471</b>	<b>61,500</b>	<b>61,500</b>	<b>10.52%</b>	<b>89.48%</b>
251-55125-255-110	LIBRARY: PROGRAMS - ADULT	1,539	46	274	1,500	1,500	18.25%	81.75%
251-55125-255-210	LIBRARY: PROGRAMS - CHILDREN'S	3,033	75	98	3,000	3,000	3.28%	96.72%
251-55125-255-310	LIBRARY: PROGRAMS - TEEN	1,002	119	127	1,000	1,000	12.71%	87.29%
	<b>LIBRARY: PROGRAMS</b>	<b>5,574</b>	<b>240</b>	<b>499</b>	<b>5,500</b>	<b>5,500</b>	<b>9.07%</b>	<b>90.93%</b>

**2022 BUDGET WORKSHEET  
LIBRARY FUND**

<u>Acct No</u>	<u>Account Description</u>	Actual			12/31/2024	Budget	<u>% Expended</u>	<u>% Unexpended</u>
		12/31/2023	Actual	CURRENT YTD	EOY	12/31/2024		
		Prior Year	3/31/2024	Actual	Estimated	Amended		
		2023				2024		
251-55130-250-115	LIBRARY: BOOKS - ADULT	17,313	602	1,087	17,000	17,000	6.40%	93.60%
251-55130-250-120	LIBRARY: BOOKS - ADULT LG PRNT	3,391	136	432	3,000	3,000	14.39%	85.61%
251-55130-250-215	LIBRARY: BOOKS - CHILDRENS	16,000	2,196	2,844	16,000	16,000	17.77%	82.23%
251-55130-250-315	LIBRARY: BOOKS - TEEN	3,535	195	306	3,175	3,175	9.64%	90.36%
251-55130-250-410	LIBRARY: BOOKS - MAG & NEWSPAP	4,309	0	3,050	4,750	4,750	64.22%	35.78%
251-55130-250-610	LIBRARY: BOOKS - MATERIAL REPL	-	-	-	22	-	0.00%	0.00%
	<b>LIBRARY: BOOKS</b>	<b>44,548</b>	<b>3,129</b>	<b>7,719</b>	<b>43,947</b>	<b>43,925</b>	<b>17.57%</b>	<b>82.43%</b>
251-55135-290-125	LIBRARY: A/V - ADULT MOVIES	2,524	214	381	2,500	2,500	15.24%	84.76%
251-55135-290-135	LIBRARY: A/V - ADULT MUSIC	668	39	50	750	750	6.69%	93.31%
251-55135-290-220	LIBRARY: A/V - CHILDRENS MOVIE	1,628	133	223	1,200	1,200	18.57%	81.43%
251-55135-290-225	LIBRARY: A/V - CHILD AUDIO BKS	854	-	-	854	854	0.00%	100.00%
251-55135-290-420	LIBRARY: A/V - VIDEO GAMES	764	-	-	900	900	0.00%	100.00%
251-55135-290-510	LIBRARY: A/V - E-BOOKS/E-RESRC	8,503	6,103	10,235	10,235	10,235	100.00%	0.00%
	<b>LIBRARY: A/V</b>	<b>15,560</b>	<b>6,489</b>	<b>10,889</b>	<b>16,439</b>	<b>16,439</b>	<b>66.24%</b>	<b>33.76%</b>
	<b>TOTAL EXPENDITURES</b>	<b>850,401</b>	<b>56,962</b>	<b>211,484</b>	<b>887,131</b>	<b>885,314</b>	<b>23.89%</b>	<b>76.11%</b>
	REVENUES OVER(UNDER) EXPENDITURES				(52,637)	(37,658)		
	BEGINNING FUND BALANCE				44,531			
	ENDING FUND BALANCE				(8,106)			

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-43215-000-000 FEDERAL: LIBRARY GRANTS</b>					
		01/31/2024 (01/24) Balance	.00 *	.00 *	.00
		03/31/2024 (03/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
<b>251-43720-000-000 COUNTY AID: LIBRARY WAUPACA CO</b>					
		01/31/2024 (01/24) Balance	.00 *	.00 *	.00
		03/31/2024 (03/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	386,684.00-	Unearned	386,684.00
<b>251-43725-000-000 COUNTY AID: LIBRARY WAUSHARA</b>					
		01/31/2024 (01/24) Balance	.00 *	.00 *	.00
		03/31/2024 (03/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	17,429.00-	Unearned	17,429.00
<b>251-43727-000-000 COUNTY AID: LIBRARY WINNEBAGO</b>					
		01/31/2024 (01/24) Balance	.00 *	.00 *	.00
		03/31/2024 (03/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	982.00-	Unearned	982.00
<b>251-43730-000-000 COUNTY AID: LIBRARY PORTAGE</b>					
		01/31/2024 (01/24) Balance	.00 *	.00 *	.00
		03/31/2024 (03/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	3,821.00-	Unearned	3,821.00
<b>251-43735-000-000 STATE GRANT: LIBRARY YOUTH</b>					
		01/31/2024 (01/24) Balance	.00 *	.00 *	.00
		03/31/2024 (03/24) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
<b>251-46710-000-000 FEES: LIBRARY COPIES</b>					
		01/31/2024 (01/24) Balance	.00 *	.00 *	636.06-
CR	1227333	COPIES LIBRARY DEPOSIT - LIBRARY 2/3/24		122.75-	
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 2/3/24			
CR	1227523	COPIES LIBRARY DEPOSIT - LIBRARY 2/10/24		110.57-	



Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance	
<b>251-46710-000-000 FEES: LIBRARY COPIES (continued)</b>						
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 2/10/24				
CR	1227825	COPIES LIBRARY DEPOSIT - LIBRARY 2/17/2024		123.74-		
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 2/17/2024				
CR	1228065	COPIES LIBRARY DEPOSIT - library 2/24/24		129.95-		
		Description: COPIES LIBRARY DEPOSIT - library 2/24/24				
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>487.01- *</b>	<b>1,123.07-</b>	
CR	1228224	COPIES LIBRARY DEPOSIT - LIBRARY 3/2/24		118.48-		
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 3/2/24				
CR	1228488	COPIES LIBRARY DEPOSIT - LIBRARY 03/09/24		144.69-		
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 03/09/24				
CR	1228795	COPIES LIBRARY DEPOSIT - LIBRARY 3/16/24		138.01-		
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 3/16/24				
CR	1228918	COPIES LIBRARY DEPOSIT - LIBRARY 3/23/24		111.09-		
		Description: COPIES LIBRARY DEPOSIT - LIBRARY 3/23/24				
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>512.27- *</b>	<b>1,635.34-</b>	
YTD Encumbrance	.00	YTD Actual	1,635.34- Total	1,635.34- YTD Budget	6,000.00- Unearned	4,364.66
<b>251-46715-000-000 FEES: LIBRARY POSTAGE</b>						
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>	
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>	
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00
<b>251-46720-000-000 FEES: LIBRARY PROGRAMS</b>						
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>	
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>	
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00
<b>251-46725-000-000 FEES: LIBRARY OVERDUE FEES</b>						
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>	
CR	1228918	FINES LIBRARY DEPOSIT - LIBRARY 3/23/24		6.11-		
		Description: FINES LIBRARY DEPOSIT - LIBRARY 3/23/24				
CR	1228918	FINES LIBRARY DEPOSIT - LIBRARY 3/23/24		.20-		
		Description: FINES LIBRARY DEPOSIT - LIBRARY 3/23/24				
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>6.31- *</b>	<b>6.31-</b>	
YTD Encumbrance	.00	YTD Actual	6.31- Total	6.31- YTD Budget	.00 Unearned	6.31-
<b>251-46730-000-000 FEES: LIBRARY COLLECTION AGCY</b>						
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>29.10</b>	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-46730-000-000 FEES: LIBRARY COLLECTION AGCY (continued)</b>					
AP	265	UNIQUE MANAGEMENT SERVICES, INC. **VendorNo: 1943 **Inv. No: 6122368 **Desc: COLLECTION AGENCY (7) - JANUARY 2024 **Inv. Date: 2/1/2024	68.95		
CR	1227333	COLLECTION - LIBRARY 2/3/24 Description: COLLECTION - LIBRARY 2/3/24		10.00-	
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>68.95 *</b>	<b>10.00- *</b>	<b>88.05</b>
AP	80	UNIQUE MANAGEMENT SERVICES, INC. **VendorNo: 1943 **Inv. No: 6123447 **Desc: SENT TO COLLECTIONS (6) - FEB 2024 **Inv. Date: 3/1/2024	49.25		
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>49.25 *</b>	<b>.00 *</b>	<b>137.30</b>
YTD Encumbrance	.00	YTD Actual	137.30	Total	137.30
		YTD Budget	100.00-	Unearned	237.30
<b>251-46735-000-000 FEES: LIBRARY MATERIAL REPLACE</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>429.19-</b>
AP	44	APPLETON PUBLIC LIBRARY **VendorNo: 102 **Inv. No: OWWAU121320230000002 **Desc: PARTIAL PAYMENT ON #1750001216705 **Inv. Date: 12/13/2023	10.00		
AP	45	APPLETON PUBLIC LIBRARY **VendorNo: 102 **Inv. No: OWWAU121320230000001 **Desc: COLLECTION FEE #1750001216707 **Inv. Date: 12/13/2023	10.00		
AP	139	WEYAUWEGA PUBLIC LIBRARY **VendorNo: 2137 **Inv. No: OWWAU020220240000001 **Desc: LOST BOOKS AND COLLECTION FEE **Inv. Date: 2/5/2024	77.00		
AP	331	BURLINGTON PUBLIC LIBRARY **VendorNo: 2732 **Inv. No: OWWAU020120240000002 **Desc: REFUND FOR FOUND ILL BOOK 31389021700539 **Inv. Date: 2/12/2024	19.00		
AP	313	WEYAUWEGA PUBLIC LIBRARY **VendorNo: 2137 **Inv. No: AWWAU021420240000001 **Desc: LOST BOOK 31389024167777 **Inv. Date: 2/15/2024	14.00		
AP	346	NEW LONDON PUBLIC LIBRARY **VendorNo: 1362 **Inv. No: OWWAU022820240000001 **Desc: LOST BOOK: 31389025747015 **Inv. Date: 2/29/2024	16.99		
CR	1227333	MATERIAL REPL LIB DEPOSIT - LIBRARY 2/3/24 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 2/3/24		94.00-	
CR	1227523	MATERIAL REPL LIB DEPOSIT - LIBRARY 2/10/24 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 2/10/24		8.00-	
CR	1227825	MATERIAL REPL LIB DEPOSIT - LIBRARY 2/17/2024 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 2/17/2024		33.00-	
CR	1228065	MATERIAL REPL LIB DEPOSIT - library 2/24/24 Description: MATERIAL REPL LIB DEPOSIT - library 2/24/24		106.31-	
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>146.99 *</b>	<b>241.31- *</b>	<b>523.51-</b>
CR	1228224	MATERIAL REPL LIB DEPOSIT - LIBRARY 3/2/24 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 3/2/24		34.51-	
CR	1228488	MATERIAL REPL LIB DEPOSIT - LIBRARY 03/09/24 Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 03/09/24		3.00-	
CR	1228795	MATERIAL REPL LIB DEPOSIT - LIBRARY 3/16/24		61.98-	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-46735-000-000 FEES: LIBRARY MATERIAL REPLACE (continued)</b>					
		Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 3/16/24			
CR	1228918	MATERIAL REPL LIB DEPOSIT - LIBRARY 3/23/24		33.00-	
		Description: MATERIAL REPL LIB DEPOSIT - LIBRARY 3/23/24			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>132.49- *</b>	<b>656.00-</b>
YTD Encumbrance	.00	YTD Actual	656.00- Total	656.00- YTD Budget	3,000.00- Unearned
					2,344.00

<b>251-46740-000-000 FEES: LIBRARY PASSPORT</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>385.00-</b>
CR	1227333	PASSPORT - LIBRARY 2/3/24		35.00-	
		Description: PASSPORT - LIBRARY 2/3/24			
CR	1227523	PASSPORT - LIBRARY 2/10/24		105.00-	
		Description: PASSPORT - LIBRARY 2/10/24			
CR	1227825	PASSPORTS - LIBRARY 2/17/2024		385.00-	
		Description: PASSPORTS - LIBRARY 2/17/2024			
CR	1228065	PASSPORT - library 2/24/24		245.00-	
		Description: PASSPORT - library 2/24/24			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>770.00- *</b>	<b>1,155.00-</b>
CR	1228224	PASSPORTS - LIBRARY 3/2/24		175.00-	
		Description: PASSPORTS - LIBRARY 3/2/24			
CR	1228488	PASSPORT - LIBRARY 03/09/24		280.00-	
		Description: PASSPORT - LIBRARY 03/09/24			
CR	1228795	PASSPORT - LIBRARY 3/16/24		175.00-	
		Description: PASSPORT - LIBRARY 3/16/24			
CR	1228918	PASSPORT - LIBRARY 3/23/24		35.00-	
		Description: PASSPORT - LIBRARY 3/23/24			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>665.00- *</b>	<b>1,820.00-</b>
YTD Encumbrance	.00	YTD Actual	1,820.00- Total	1,820.00- YTD Budget	5,000.00- Unearned
					3,180.00

<b>251-48215-000-000 RENT: MEETING ROOMS</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>73.00-</b>
CR	1227825	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 2/17/2024		45.00-	
		Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 2/17/2024			
CR	1228065	ROOM RENTAL LIBRARY DEPOSIT - library 2/24/24		90.00-	
		Description: ROOM RENTAL LIBRARY DEPOSIT - library 2/24/24			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>135.00- *</b>	<b>208.00-</b>
CR	1228224	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3/2/24		155.00-	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-48215-000-000 RENT: MEETING ROOMS (continued)</b>					
		Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3/2/24			
CR	1228488	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 03/09/24		20.00-	
		Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 03/09/24			
CR	1228795	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3/16/24		25.00-	
		Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3/16/24			
CR	1228918	ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3/23/24		110.00-	
		Description: ROOM RENTAL LIBRARY DEPOSIT - LIBRARY 3/23/24			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>310.00- *</b>	<b>518.00-</b>
YTD Encumbrance	.00	YTD Actual	518.00- Total	518.00- YTD Budget	1,500.00- Unearned
					982.00
<b>251-48310-000-000 SALES: SALE OF PROPERTY/EQUIP</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
CR	1227825	LOOK UP ACCOUNT - LIBRARY 2/17/2024		20.00-	
		Description: LOOK UP ACCOUNT - LIBRARY 2/17/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>20.00- *</b>	<b>20.00-</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>20.00-</b>
YTD Encumbrance	.00	YTD Actual	20.00- Total	20.00- YTD Budget	100.00- Unearned
					80.00
<b>251-48451-000-000 INSURANCE CLAIMS LIBRARY</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned
					.00
<b>251-48510-000-000 MISC REV: REBATES</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned
					.00
<b>251-48550-000-000 DONATIONS: LIBRARY</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>184.65-</b>
AP	523	US BANK	320.76		
		**VendorNo: 1950 **Inv. No: 2/15/24-JPOPPLE **Desc: DONATIONS REIM FRIENDS 3054 **Inv. Date: 2/9/2024			
AP	524	US BANK	145.97		
		**VendorNo: 1950 **Inv. No: 2/15/24-JPOPPLE **Desc: DONAT REIM FRIENDS 43437 **Inv. Date: 2/9/2024			
CR	1227333	DONATION- - LIBRARY 2/3/24		263.62-	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance	
<b>251-48550-000-000 DONATIONS: LIBRARY (continued)</b>						
		Description: DONATION- - LIBRARY 2/3/24				
CR	1227523	DONATION- - LIBRARY 2/10/24		1.00-		
		Description: DONATION- - LIBRARY 2/10/24				
CR	1227825	DONATION- - LIBRARY 2/17/2024		55.00-		
		Description: DONATION- - LIBRARY 2/17/2024				
CR	1228065	DONATION- - library 2/24/24		15.00-		
		Description: DONATION- - library 2/24/24				
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>466.73 *</b>	<b>334.62- *</b>	<b>52.54-</b>	
AP	315	US BANK	26.02			
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: REIMBURSED BY FRIENDS SNACKS **Inv. Date: 3/9/2024				
AP	319	US BANK	23.75			
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: COFFEE SUPPLY FRIENDS REIM7417 **Inv. Date: 3/9/2024				
AP	329	US BANK	22.60			
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: DONATIONS REIM FRIENDS 7847 **Inv. Date: 3/9/2024				
CR	1228224	DONATION- - LIBRARY 3/2/24		120.00-		
		Description: DONATION- - LIBRARY 3/2/24				
CR	1228488	DONATION- - LIBRARY 03/09/24		294.59-		
		Description: DONATION- - LIBRARY 03/09/24				
CR	1228918	DONATION- - LIBRARY 3/23/24		150.00-		
		Description: DONATION- - LIBRARY 3/23/24				
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>72.37 *</b>	<b>564.59- *</b>	<b>544.76-</b>	
YTD Encumbrance	.00	YTD Actual	544.76- Total	544.76- YTD Budget	61,500.00- Unearned	60,955.24
<b>251-48900-000-000 OTHER: REVENUE MISCELLANEOUS</b>						
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>	
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>	
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned	.00
<b>251-49210-000-000 TRANSFER FROM GENERAL FUND</b>						
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>	
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>	
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	367,522.00- Unearned	367,522.00
<b>251-49300-000-000 FUND BALANCES APPLIED</b>						
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-49300-000-000 FUND BALANCES APPLIED (continued)</b>					
<b>03/31/2024 (03/24) Period Totals and Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
<b>251-55111-101-000 LIBRARY: SALARIES</b>					
<b>01/31/2024 (01/24) Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
<b>03/31/2024 (03/24) Period Totals and Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>251-55111-102-000 LIBRARY: WAGES</b>					
<b>01/31/2024 (01/24) Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>77,984.97</b>
CR	1227911	REPAYMENT OF 2024 WAGES GIVEN BY ERROR (PAYROLL CHEC		1,333.55-	
		Description: REPAYMENT OF 2024 WAGES GIVEN BY ERROR (PAYROLL CHECK = VOIDED) - SERVEY, PATSY			
PC	90	PAYROLL TRANS FOR 2/11/2024 PAY PERIOD	13,603.20		
PC	183	PAYROLL TRANS FOR 2/25/2024 PAY PERIOD	13,141.55		
PC	184	PAYROLL TRANS FOR 2/25/2024 PAY PERIOD		1,795.20-	
<b>02/29/2024 (02/24) Period Totals and Balance</b>			<b>26,744.75 *</b>	<b>3,128.75- *</b>	<b>101,600.97</b>
PB	154	PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	100.00		
PC	86	PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	11,808.00		
PC	210	PAYROLL TRANS FOR 3/24/2024 PAY PERIOD	11,808.00		
<b>03/31/2024 (03/24) Period Totals and Balance</b>			<b>23,716.00 *</b>	<b>.00 *</b>	<b>125,316.97</b>
YTD Encumbrance	.00	YTD Actual	125,316.97	Total	125,316.97
		YTD Budget	406,497.00	Unexpended	281,180.03
<b>251-55111-103-000 LIBRARY: OVERTIME</b>					
<b>01/31/2024 (01/24) Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>6.54</b>
<b>03/31/2024 (03/24) Period Totals and Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>6.54</b>
YTD Encumbrance	.00	YTD Actual	6.54	Total	6.54
		YTD Budget	.00	Unexpended	6.54-
<b>251-55111-105-000 LIBRARY: CALL-IN PAY</b>					
<b>01/31/2024 (01/24) Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
<b>03/31/2024 (03/24) Period Totals and Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>251-55111-106-000 LIBRARY: HOLIDAY PAY</b>					
<b>01/31/2024 (01/24) Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55111-106-000 LIBRARY: HOLIDAY PAY (continued)</b>					
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
<b>251-55111-107-000 LIBRARY: SICK PAY</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
<b>251-55111-108-000 LIBRARY: VACATION PAY</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
<b>251-55111-109-000 LIBRARY: FUNERAL LEAVE</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	
<b>251-55111-118-000 LIBRARY: SOCIAL SECURITY</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>3,066.89</b>
PB		136 PAYROLL TRANS FOR 2/11/2024 PAY PERIOD	1,013.45		
PB		300 PAYROLL TRANS FOR 2/25/2024 PAY PERIOD	903.31		
PB		301 PAYROLL TRANS FOR 2/25/2024 PAY PERIOD		137.33-	
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>1,916.76 *</b>	<b>137.33- *</b>	<b>4,846.32</b>
PB		153 PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	876.12		
PB		373 PAYROLL TRANS FOR 3/24/2024 PAY PERIOD	876.12		
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>1,752.24 *</b>	<b>.00 *</b>	<b>6,598.56</b>
YTD Encumbrance	.00	YTD Actual 6,598.56 Total 6,598.56	YTD Budget 6,598.56	Unexpended 25,748.00	19,149.44
<b>251-55111-119-000 LIBRARY: RETIREMENT (R)</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>2,341.86</b>
PB		135 PAYROLL TRANS FOR 2/11/2024 PAY PERIOD	1,011.83		
PB		298 PAYROLL TRANS FOR 2/25/2024 PAY PERIOD	862.40		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55111-119-000 LIBRARY: RETIREMENT (R) (continued)</b>					
PB	299	PAYROLL TRANS FOR 2/25/2024 PAY PERIOD		123.87-	
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>1,874.23 *</b>	<b>123.87- *</b>	<b>4,092.22</b>
PB	152	PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	888.22		
PB	372	PAYROLL TRANS FOR 3/24/2024 PAY PERIOD	876.24		
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>1,764.46 *</b>	<b>.00 *</b>	<b>5,856.68</b>
YTD Encumbrance	.00	YTD Actual	5,856.68	Total	5,856.68
		YTD Budget	22,970.00	Unexpended	17,113.32
<b>251-55111-121-000 LIBRARY: GRP HLTH INS</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>6,115.62</b>
PB	133	PAYROLL TRANS FOR 2/11/2024 PAY PERIOD	2,745.30		
PC	91	PAYROLL TRANS FOR 2/11/2024 PAY PERIOD	208.34		
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>2,953.64 *</b>	<b>.00 *</b>	<b>9,069.26</b>
PB	150	PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	2,745.30		
PB	370	PAYROLL TRANS FOR 3/24/2024 PAY PERIOD	2,745.30		
PC	87	PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	208.34		
PC	211	PAYROLL TRANS FOR 3/24/2024 PAY PERIOD	208.34		
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>5,907.28 *</b>	<b>.00 *</b>	<b>14,976.54</b>
YTD Encumbrance	.00	YTD Actual	14,976.54	Total	14,976.54
		YTD Budget	86,199.00	Unexpended	71,222.46
<b>251-55111-122-000 LIBRARY: LIFE INS</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>106.46</b>
PB	134	PAYROLL TRANS FOR 2/11/2024 PAY PERIOD	53.23		
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>53.23 *</b>	<b>.00 *</b>	<b>159.69</b>
PB	151	PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	39.92		
PB	371	PAYROLL TRANS FOR 3/24/2024 PAY PERIOD	39.92		
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>79.84 *</b>	<b>.00 *</b>	<b>239.53</b>
YTD Encumbrance	.00	YTD Actual	239.53	Total	239.53
		YTD Budget	1,400.00	Unexpended	1,160.47
<b>251-55111-123-000 LIBRARY: INC PROTECT</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	1,903.00	Unexpended	1,903.00
<b>251-55111-124-000 LIBRARY: WORK COMP</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>



Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55111-124-000 LIBRARY: WORK COMP (continued)</b>					
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	1,350.00	Unexpended	1,350.00
<b>251-55111-125-000 LIBRARY: HLTH INS DEDUCTIB</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	6,000.00	Unexpended	6,000.00
<b>251-55111-126-000 LIBRARY: DEF COMP HLTH</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>251-55111-129-000 LIBRARY: UNEMPLOYMENT</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>251-55111-130-000 LIBRARY: WELLNESS/EAP PROGRAM</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	462	US BANK	240.00		
		**VendorNo: 1950 **Inv. No: 3/15/24-KWIETERS **Desc: ANNUAL EAP CONTRACT (LIBRARY) **Inv. Date: 3/9/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>240.00 *</b>	<b>.00 *</b>	<b>240.00</b>
YTD Encumbrance	.00	YTD Actual	240.00	Total	240.00
		YTD Budget	316.00	Unexpended	76.00
<b>251-55112-104-000 LIBRARY: PT WAGES</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>9,074.16</b>
PC	20	PAYROLL TRANS FOR 2/11/2024 PAY PERIOD	4,347.40		
PC	136	PAYROLL TRANS FOR 2/25/2024 PAY PERIOD	3,930.27		
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>8,277.67 *</b>	<b>.00 *</b>	<b>17,351.83</b>
PC	19	PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	4,457.49		
PC	134	PAYROLL TRANS FOR 3/24/2024 PAY PERIOD	4,315.90		
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>8,773.39 *</b>	<b>.00 *</b>	<b>26,125.22</b>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55112-104-000 LIBRARY: PT WAGES (continued)</b>					
YTD Encumbrance	.00	YTD Actual	26,125.22	Total	26,125.22
		YTD Budget	134,285.26	Unexpended	108,160.04
<b>251-55112-110-000 LIBRARY: PTO</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>251-55112-116-000 LIBRARY: PT RETIRE</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>253.89</b>
PB		139 PAYROLL TRANS FOR 2/11/2024 PAY PERIOD	103.95		
PB		303 PAYROLL TRANS FOR 2/25/2024 PAY PERIOD	105.48		
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>209.43 *</b>	<b>.00 *</b>	<b>463.32</b>
PB		157 PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	123.87		
PB		376 PAYROLL TRANS FOR 3/24/2024 PAY PERIOD	113.77		
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>237.64 *</b>	<b>.00 *</b>	<b>700.96</b>
YTD Encumbrance	.00	YTD Actual	700.96	Total	700.96
		YTD Budget	5,279.08	Unexpended	4,578.12
<b>251-55112-118-000 LIBRARY: SOCIAL SECURITY</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>716.39</b>
PB		21 PAYROLL TRANS FOR 2/11/2024 PAY PERIOD	321.69		
PB		227 PAYROLL TRANS FOR 2/25/2024 PAY PERIOD	300.67		
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>622.36 *</b>	<b>.00 *</b>	<b>1,338.75</b>
PB		21 PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	330.11		
PB		250 PAYROLL TRANS FOR 3/24/2024 PAY PERIOD	319.27		
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>649.38 *</b>	<b>.00 *</b>	<b>1,988.13</b>
YTD Encumbrance	.00	YTD Actual	1,988.13	Total	1,988.13
		YTD Budget	10,272.82	Unexpended	8,284.69
<b>251-55112-122-000 LIBRARY: LIFE INS</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>51.80</b>
PB		138 PAYROLL TRANS FOR 2/11/2024 PAY PERIOD	25.90		
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>25.90 *</b>	<b>.00 *</b>	<b>77.70</b>
PB		156 PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	25.90		
PB		375 PAYROLL TRANS FOR 3/24/2024 PAY PERIOD	25.90		
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>51.80 *</b>	<b>.00 *</b>	<b>129.50</b>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55112-122-000 LIBRARY: LIFE INS (continued)</b>					
YTD Encumbrance	.00	YTD Actual	129.50	Total	129.50
			YTD Budget	700.00	Unexpended
					570.50
<b>251-55112-123-000 LIBRARY: INC PROTECT</b>					
		<b>01/31/2024 (01/24) Balance</b>	.00 *	.00 *	.00
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			YTD Budget	.00	Unexpended
					.00
<b>251-55115-201-000 LIBRARY: TRAVEL</b>					
		<b>01/31/2024 (01/24) Balance</b>	.00 *	.00 *	.00
AP	672	US BANK	454.00		
		**VendorNo: 1950 **Inv. No: 2/15/24-MREINKE **Desc: TRAINING **Inv. Date: 2/9/2024			
AP	674	US BANK	373.20		
		**VendorNo: 1950 **Inv. No: 2/15/24-MREINKE **Desc: TRAINING **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	827.20 *	.00 *	827.20
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	.00 *	.00 *	827.20
YTD Encumbrance	.00	YTD Actual	827.20	Total	827.20
			YTD Budget	4,000.00	Unexpended
					3,172.80
<b>251-55115-206-000 LIBRARY: TELEPHONE</b>					
		<b>01/31/2024 (01/24) Balance</b>	.00 *	.00 *	.00
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			YTD Budget	.00	Unexpended
					.00
<b>251-55115-207-000 LIBRARY: MAINT OF EQUIP</b>					
		<b>01/31/2024 (01/24) Balance</b>	.00 *	.00 *	.00
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			YTD Budget	6,413.00	Unexpended
					6,413.00
<b>251-55115-209-000 LIBRARY: INS &amp; BONDING</b>					
		<b>01/31/2024 (01/24) Balance</b>	.00 *	.00 *	.00
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			YTD Budget	1,000.00	Unexpended
					1,000.00
<b>251-55115-211-000 LIBRARY: CONTRACT SERVICES</b>					
		<b>01/31/2024 (01/24) Balance</b>	.00 *	.00 *	301.13

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55115-211-000 LIBRARY: CONTRACT SERVICES (continued)</b>					
AP	306	OFFICE TECHNOLOGY GROUP	208.58		
		**VendorNo: 1406 **Inv. No: 5028444741 **Desc: OFFICE COPIER LEASE AGRMT - LIBRARY **Inv. Date: 1/27/2024			
AP	302	OFFICE TECHNOLOGY GROUP	113.90		
		**VendorNo: 1406 **Inv. No: 298355 **Desc: LIBRARY COPIER MAINTENANCE **Inv. Date: 2/16/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>322.48 *</b>	<b>.00 *</b>	<b>623.61</b>
AP	177	OFFICE TECHNOLOGY GROUP	118.41		
		**VendorNo: 1406 **Inv. No: 299634 **Desc: LIBRARY COPIER MAINTENANCE **Inv. Date: 3/18/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>118.41 *</b>	<b>.00 *</b>	<b>742.02</b>
YTD Encumbrance	.00	YTD Actual	742.02	Total	742.02
		YTD Budget	5,000.00	Unexpended	4,257.98
<b>251-55115-215-000 LIBRARY: MOVIE LICENSE</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>124.66</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>124.66</b>
YTD Encumbrance	.00	YTD Actual	124.66	Total	124.66
		YTD Budget	.00	Unexpended	124.66-
<b>251-55115-216-000 LIBRARY: POSTAGE</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>141.12</b>
AP	420	US BANK	8.05		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: PASSPORT POSTAGE **Inv. Date: 2/9/2024			
AP	422	US BANK	8.05		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: PASSPORT POSTAGE **Inv. Date: 2/9/2024			
AP	439	US BANK	8.50		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: PASSPORT POSTAGE **Inv. Date: 2/9/2024			
AP	441	US BANK	8.50		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: PASSPORT POSTAGE **Inv. Date: 2/9/2024			
JE	8	LIBRARY	122.40		
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>155.50 *</b>	<b>.00 *</b>	<b>296.62</b>
AP	231	US BANK	8.50		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 3/9/2024			
AP	232	US BANK	8.50		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 3/9/2024			
AP	234	US BANK	8.50		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 3/9/2024			
AP	236	US BANK	8.50		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 3/9/2024			
AP	237	US BANK	8.50		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55115-216-000 LIBRARY: POSTAGE (continued)</b>					
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 3/9/2024			
AP	238	US BANK	8.50		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 3/9/2024			
AP	239	US BANK	8.50		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 3/9/2024			
AP	243	US BANK	8.50		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 3/9/2024			
AP	250	US BANK	8.50		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 3/9/2024			
AP	253	US BANK	8.50		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: POSTAGE - PASSPORT **Inv. Date: 3/9/2024			
JE	6	LIBRARY	70.45		
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>155.45 *</b>	<b>.00 *</b>	<b>452.07</b>
YTD Encumbrance	.00	YTD Actual	452.07	Total	452.07
		YTD Budget	2,000.00	Unexpended	1,547.93
<b>251-55115-217-000 LIBRARY: MEMBERSHIP &amp; DUES</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	673	US BANK	166.00		
		**VendorNo: 1950 **Inv. No: 2/15/24-MREINKE **Desc: MEMBERSHIPS **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>166.00 *</b>	<b>.00 *</b>	<b>166.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>166.00</b>
YTD Encumbrance	.00	YTD Actual	166.00	Total	166.00
		YTD Budget	1,200.00	Unexpended	1,034.00
<b>251-55115-218-000 LIBRARY: OWLS MEMBERSHIP</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	27,648.00	Unexpended	27,648.00
<b>251-55115-253-000 LIBRARY: PROMOTIONAL MATERIALS</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	650.00	Unexpended	650.00
<b>251-55115-282-000 LIBRARY: TECHNOLOGY</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>83.22</b>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55115-282-000 LIBRARY: TECHNOLOGY (continued)</b>					
AP	10	OUTAGAMIE WAUPACA LIBRARY	12.00		
		**VendorNo: 1427 **Inv. No: 4326-2 **Desc: OFFICE 365 LICENSES THROUGH JUNE 2024 **Inv. Date: 1/25/2024			
AP	677	US BANK	119.40		
		**VendorNo: 1950 **Inv. No: 2/15/24-PSERVEY **Desc: TECHNOLOGY YR SUBSCRIPTION **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>131.40 *</b>	<b>.00 *</b>	<b>214.62</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>214.62</b>
YTD Encumbrance	.00	YTD Actual	214.62	Total	214.62
		YTD Budget	11,974.00	Unexpended	11,759.38
<b>251-55115-301-000 LIBRARY: SUPPLIES</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	62	OFFICE OUTFITTERS	34.56		
		**VendorNo: 1405 **Inv. No: 498149 **Desc: YELLOW BILL PAPER **Inv. Date: 2/2/2024			
AP	397	US BANK	603.12		
		**VendorNo: 1950 **Inv. No: 2/15/24-BNOWAK **Desc: LIB-PAPER **Inv. Date: 2/9/2024			
AP	440	US BANK	9.98		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: SUPPLIES - URINE CLEANER **Inv. Date: 2/9/2024			
AP	443	US BANK	16.20		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: LIBRARY **Inv. Date: 2/9/2024			
AP	519	US BANK	15.75		
		**VendorNo: 1950 **Inv. No: 2/15/24-JPOPPLE **Desc: LIBRARY SUPPLIES 4841863 **Inv. Date: 2/9/2024			
AP	521	US BANK	766.00		
		**VendorNo: 1950 **Inv. No: 2/15/24-JPOPPLE **Desc: LIBRARY SUPPLIES 7428737 **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>1,445.61 *</b>	<b>.00 *</b>	<b>1,445.61</b>
AP	73	OFFICE OUTFITTERS	29.28		
		**VendorNo: 1405 **Inv. No: 499068 **Desc: PAPER 8.5X11 **Inv. Date: 2/12/2024			
AP	326	US BANK	34.20		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: LIBRARY SUPPLIES 6794656 **Inv. Date: 3/9/2024			
AP	330	US BANK	10.56		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: LIBRARY SUPPLIES 7847 **Inv. Date: 3/9/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>74.04 *</b>	<b>.00 *</b>	<b>1,519.65</b>
YTD Encumbrance	.00	YTD Actual	1,519.65	Total	1,519.65
		YTD Budget	8,000.00	Unexpended	6,480.35
<b>251-55115-320-000 LIBRARY: BUILDING EXPENSES</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>251-55120-104-000 LIBRARY: DONATIONS PT WAGES</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>1,738.50</b>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55120-104-000 LIBRARY: DONATIONS PT WAGES (continued)</b>					
PC	92	PAYROLL TRANS FOR 2/11/2024 PAY PERIOD	695.40		
PC	185	PAYROLL TRANS FOR 2/25/2024 PAY PERIOD	695.40		
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>1,390.80 *</b>	<b>.00 *</b>	<b>3,129.30</b>
PC	88	PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	695.40		
PC	212	PAYROLL TRANS FOR 3/24/2024 PAY PERIOD	695.40		
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>1,390.80 *</b>	<b>.00 *</b>	<b>4,520.10</b>
YTD Encumbrance	.00	YTD Actual	4,520.10	Total	4,520.10
		YTD Budget	19,000.00	Unexpended	14,479.90
<b>251-55120-118-000 LIBRARY: DONATIONS SOCIAL SEC</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>106.38</b>
PB	137	PAYROLL TRANS FOR 2/11/2024 PAY PERIOD	53.19		
PB	302	PAYROLL TRANS FOR 2/25/2024 PAY PERIOD	53.19		
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>106.38 *</b>	<b>.00 *</b>	<b>212.76</b>
PB	155	PAYROLL TRANS FOR 3/10/2024 PAY PERIOD	53.19		
PB	374	PAYROLL TRANS FOR 3/24/2024 PAY PERIOD	53.19		
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>106.38 *</b>	<b>.00 *</b>	<b>319.14</b>
YTD Encumbrance	.00	YTD Actual	319.14	Total	319.14
		YTD Budget	1,500.00	Unexpended	1,180.86
<b>251-55120-250-000 LIBRARY: DONATIONS MATERIALS</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	508	US BANK	412.00		
		**VendorNo: 1950 **Inv. No: 2/15/24-JMULLET **Desc: DONATIONS/MATERIALS **Inv. Date: 2/9/2024			
AP	510	US BANK	100.00		
		**VendorNo: 1950 **Inv. No: 2/15/24-JMULLET **Desc: DONATIONS/MATERIALS **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>512.00 *</b>	<b>.00 *</b>	<b>512.00</b>
AP	240	US BANK	25.00		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: DONATIONS - NONFICTION **Inv. Date: 3/9/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>25.00 *</b>	<b>.00 *</b>	<b>537.00</b>
YTD Encumbrance	.00	YTD Actual	537.00	Total	537.00
		YTD Budget	8,000.00	Unexpended	7,463.00
<b>251-55120-255-000 LIBRARY: DONATIONS PROGRAMS</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>200.00</b>
AP	49	BOOKCELLAR	36.00		
		**VendorNo: 242 **Inv. No: 349974 **Desc: MOVIES FOR JACK RHODES DOUBLE FEATURE **Inv. Date: 1/30/2024			
AP	450	US BANK	39.85		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55120-255-000 LIBRARY: DONATIONS PROGRAMS (continued)</b>					
		**VendorNo: 1950 **Inv. No: 2/15/24-EKNEER **Desc: FOUNDATION- EXHIBIT-PROGRAM **Inv. Date: 2/9/2024			
AP	451	US BANK	43.19		
		**VendorNo: 1950 **Inv. No: 2/15/24-EKNEER **Desc: FOUNDATION- EXHIBIT-YAM RIBBON **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>119.04 *</b>	<b>.00 *</b>	<b>319.04</b>
AP	544	WAUPACA ROTARY CLUB	311.00		
		**VendorNo: 2100 **Inv. No: 2545 **Desc: KNEER - YRLY DUES & ROTARY INTERNATIONAL **Inv. Date: 7/5/2023			
AP	114	BOOKCELLAR	23.00		
		**VendorNo: 242 **Inv. No: 349983 **Desc: MOVIES FOR FIRST THURSDAY FILMS **Inv. Date: 3/1/2024			
AP	269	US BANK	10.00		
		**VendorNo: 1950 **Inv. No: 3/15/24-EKNEER **Desc: FOUNDATION-EXHIBIT-FRAUDULENT **Inv. Date: 3/9/2024			
AP	270	US BANK	15.75		
		**VendorNo: 1950 **Inv. No: 3/15/24-EKNEER **Desc: FOUNDATION-EXHIBIT-PROGRAM **Inv. Date: 3/9/2024			
AP	271	US BANK	94.19		
		**VendorNo: 1950 **Inv. No: 3/15/24-EKNEER **Desc: FOUNDATION-EXHIBIT-PROGRAM **Inv. Date: 3/9/2024			
AP	272	US BANK		10.00-	
		**VendorNo: 1950 **Inv. No: 3/15/24-EKNEER **Desc: FOUNDATION-EXHIBIT-FRAUDULENT **Inv. Date: 3/9/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>453.94 *</b>	<b>10.00- *</b>	<b>762.98</b>
YTD Encumbrance	.00	YTD Actual	762.98	Total	762.98
		YTD Budget	18,000.00	Unexpended	17,237.02

<b>251-55120-282-000 LIBRARY: DONATIONS TECHNOLOGY</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	421	US BANK	8.05		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: PASSPORT POSTAGE **Inv. Date: 2/9/2024			
AP	425	US BANK	8.05		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: PASSPORT POSTAGE **Inv. Date: 2/9/2024			
AP	426	US BANK	8.05		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: DONATIONS - OCULUS GAMES **Inv. Date: 2/9/2024			
AP	429	US BANK	31.64		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: DONATIONS - OCULUS GAMES **Inv. Date: 2/9/2024			
AP	430	US BANK	10.54		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: DONATIONS - OCULUS GAMES **Inv. Date: 2/9/2024			
AP	431	US BANK	21.09		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: DONATIONS - OCULUS GAMES **Inv. Date: 2/9/2024			
AP	432	US BANK	10.54		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: DONATIONS - OCULUS GAMES **Inv. Date: 2/9/2024			
AP	433	US BANK	10.54		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: DONATIONS - OCULUS GAMES **Inv. Date: 2/9/2024			
AP	434	US BANK	5.26		



Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55120-282-000 LIBRARY: DONATIONS TECHNOLOGY (continued)</b>					
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: DONATIONS - OCULUS GAMES **Inv. Date: 2/9/2024			
AP	435	US BANK	10.54		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: DONATIONS - OCULUS GAMES **Inv. Date: 2/9/2024			
AP	436	US BANK	10.54		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: DONATIONS - OCULUS GAMES **Inv. Date: 2/9/2024			
AP	437	US BANK	8.50		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: PASSPORT POSTAGE **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>143.34 *</b>	<b>.00 *</b>	<b>143.34</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>143.34</b>
YTD Encumbrance	.00	YTD Actual	143.34	Total	143.34
		YTD Budget	5,000.00	Unexpended	4,856.66
<b>251-55120-290-000 LIBRARY: DONATIONS AUDIO VISUA</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	2,000.00	Unexpended	2,000.00
<b>251-55120-301-000 LIBRARY: DONATIONS SUPPLIES</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	449	US BANK	137.28		
		**VendorNo: 1950 **Inv. No: 2/15/24-EKNEER **Desc: FOUNDATION-MAILING **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>137.28 *</b>	<b>.00 *</b>	<b>137.28</b>
AP	75	PIGGLY WIGGLY	50.82		
		**VendorNo: 1482 **Inv. No: 27043521505 **Desc: LITTLE FREE PANTRY ITEMS **Inv. Date: 2/7/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>50.82 *</b>	<b>.00 *</b>	<b>188.10</b>
YTD Encumbrance	.00	YTD Actual	188.10	Total	188.10
		YTD Budget	8,000.00	Unexpended	7,811.90
<b>251-55125-255-000 LIBRARY: PROGRAMS</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>251-55125-255-110 LIBRARY: PROGRAMS - ADULT</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	423	US BANK	100.00		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55125-255-110 LIBRARY: PROGRAMS - ADULT (continued)</b>					
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: PARK PASSES **Inv. Date: 2/9/2024			
AP	670	US BANK	12.50		
		**VendorNo: 1950 **Inv. No: 2/15/24-MREINKE **Desc: ADULT PROGRAMS **Inv. Date: 2/9/2024			
AP	671	US BANK	115.42		
		**VendorNo: 1950 **Inv. No: 2/15/24-MREINKE **Desc: ADULT PROGRAMS **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>227.92 *</b>	<b>.00 *</b>	<b>227.92</b>
AP	316	US BANK	28.41		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: ADULT PROGRAMS 9517854 **Inv. Date: 3/9/2024			
AP	489	US BANK	17.37		
		**VendorNo: 1950 **Inv. No: 3/15/24-MREINKE **Desc: ADULT PROGRAMS **Inv. Date: 3/9/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>45.78 *</b>	<b>.00 *</b>	<b>273.70</b>
YTD Encumbrance	.00	YTD Actual	273.70	Total	273.70
		YTD Budget	1,500.00	Unexpended	1,226.30
<b>251-55125-255-210 LIBRARY: PROGRAMS - CHILDREN'S</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	736	US BANK	22.99		
		**VendorNo: 1950 **Inv. No: 3/15/24-PREEDY **Desc: CHILDRENS PROGRAMS **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>22.99 *</b>	<b>.00 *</b>	<b>22.99</b>
AP	493	US BANK	75.29		
		**VendorNo: 1950 **Inv. No: 3/15/24-PREEDY-2 **Desc: CHILDRENS PROGRAMS **Inv. Date: 3/9/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>75.29 *</b>	<b>.00 *</b>	<b>98.28</b>
YTD Encumbrance	.00	YTD Actual	98.28	Total	98.28
		YTD Budget	3,000.00	Unexpended	2,901.72
<b>251-55125-255-310 LIBRARY: PROGRAMS - TEEN</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	728	US BANK	8.43		
		**VendorNo: 1950 **Inv. No: 2/15/24-TWILCOX **Desc: TEEN-PROGRAM-MINECRAFT-24 **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>8.43 *</b>	<b>.00 *</b>	<b>8.43</b>
AP	490	US BANK	31.00		
		**VendorNo: 1950 **Inv. No: 3/15/24-PREEDY-2 **Desc: -TEEN PROGRAMS 2024 **Inv. Date: 3/9/2024			
AP	537	US BANK	18.45		
		**VendorNo: 1950 **Inv. No: 3/15/24-TWILCOX **Desc: TEEN-PROGRAM-2024 **Inv. Date: 3/9/2024			
AP	538	US BANK	52.74		
		**VendorNo: 1950 **Inv. No: 3/15/24-TWILCOX **Desc: TEEN-PROGRAM-2024 **Inv. Date: 3/9/2024			
AP	539	US BANK	16.48		
		**VendorNo: 1950 **Inv. No: 3/15/24-TWILCOX **Desc: TEEN-PROGRAM-2024 **Inv. Date: 3/9/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>118.67 *</b>	<b>.00 *</b>	<b>127.10</b>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55125-255-310 LIBRARY: PROGRAMS - TEEN (continued)</b>					
YTD Encumbrance	.00	YTD Actual	127.10	Total	127.10
			YTD Budget	1,000.00	Unexpended
				872.90	
<b>251-55130-250-000 LIBRARY: BOOKS</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			YTD Budget	.00	Unexpended
				.00	
<b>251-55130-250-115 LIBRARY: BOOKS - ADULT</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	424	US BANK	23.80		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: ADULT BOOKS **Inv. Date: 2/9/2024			
AP	427	US BANK	9.73		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: ADULT BOOKS **Inv. Date: 2/9/2024			
AP	428	US BANK	13.18		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: ADULT BOOKS **Inv. Date: 2/9/2024			
AP	438	US BANK	17.99		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: ADULT BOOKS **Inv. Date: 2/9/2024			
AP	442	US BANK	17.95		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: ADULT BOOKS **Inv. Date: 2/9/2024			
AP	445	US BANK	9.89		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: ADULT BOOKS **Inv. Date: 2/9/2024			
AP	522	US BANK	392.87		
		**VendorNo: 1950 **Inv. No: 2/15/24-JPOPPLE **Desc: LIBRARY ADULT BKS 54795 **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>485.41 *</b>	<b>.00 *</b>	<b>485.41</b>
AP	230	US BANK	36.28		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: ADULT BOOKS **Inv. Date: 3/9/2024			
AP	233	US BANK	27.10		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: ADULT BOOKS - FICTION **Inv. Date: 3/9/2024			
AP	241	US BANK	11.48		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: ADULT BOOKS - NONFICTION **Inv. Date: 3/9/2024			
AP	242	US BANK	73.38		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: ADULT BOOKS **Inv. Date: 3/9/2024			
AP	244	US BANK	10.56		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: ADULT BOOKS - FICTION **Inv. Date: 3/9/2024			
AP	245	US BANK	35.96		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: ADULT BOOKS **Inv. Date: 3/9/2024			
AP	247	US BANK	9.45		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55130-250-115 LIBRARY: BOOKS - ADULT (continued)</b>					
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: ADULT BOOKS **Inv. Date: 3/9/2024			
AP	248	US BANK		9.45-	
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: ADULT BOOKS **Inv. Date: 3/9/2024			
AP	249	US BANK	151.29		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: ADULT BOOKS **Inv. Date: 3/9/2024			
AP	251	US BANK	15.99		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: ADULT BOOKS - NONFICTION **Inv. Date: 3/9/2024			
AP	331	US BANK	240.03		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: LIBRARY ADULT BKS 2038111422 **Inv. Date: 3/9/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>611.52 *</b>	<b>9.45- *</b>	<b>1,087.48</b>
YTD Encumbrance	.00	YTD Actual	1,087.48	Total	1,087.48
		YTD Budget	17,000.00	Unexpended	15,912.52

<b>251-55130-250-120 LIBRARY: BOOKS - ADULT LG PRNT</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	444	US BANK	295.68		
		**VendorNo: 1950 **Inv. No: 2/15/24-EBAILEY **Desc: LARGE PRINT **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>295.68 *</b>	<b>.00 *</b>	<b>295.68</b>
AP	235	US BANK	63.98		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: LARGE PRINT **Inv. Date: 3/9/2024			
AP	246	US BANK	54.38		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: LARGE PRINT **Inv. Date: 3/9/2024			
AP	252	US BANK	17.59		
		**VendorNo: 1950 **Inv. No: 3/15/24-EBAILEY **Desc: LARGE PRINT **Inv. Date: 3/9/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>135.95 *</b>	<b>.00 *</b>	<b>431.63</b>
YTD Encumbrance	.00	YTD Actual	431.63	Total	431.63
		YTD Budget	3,000.00	Unexpended	2,568.37

<b>251-55130-250-215 LIBRARY: BOOKS - CHILDRENS</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	532	US BANK	22.52		
		**VendorNo: 1950 **Inv. No: 2/15/24-JRADEMACHER **Desc: CHILDRENS BOOKS **Inv. Date: 2/9/2024			
AP	533	US BANK	598.64		
		**VendorNo: 1950 **Inv. No: 2/15/24-JRADEMACHER **Desc: CHILDRENS BOOKS **Inv. Date: 2/9/2024			
AP	732	US BANK	26.89		
		**VendorNo: 1950 **Inv. No: 3/15/24-PREEDY **Desc: CHILDRENS BOOKS **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>648.05 *</b>	<b>.00 *</b>	<b>648.05</b>
AP	334	US BANK	8.00		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55130-250-215 LIBRARY: BOOKS - CHILDRENS (continued)</b>					
		**VendorNo: 1950 **Inv. No: 3/15/24-JRADEMACHER **Desc: CHILDRENS BOOKS **Inv. Date: 3/9/2024			
AP	335	US BANK	4.49		
		**VendorNo: 1950 **Inv. No: 3/15/24-JRADEMACHER **Desc: CHILDRENS BOOKS **Inv. Date: 3/9/2024			
AP	336	US BANK	2,183.09		
		**VendorNo: 1950 **Inv. No: 3/15/24-JRADEMACHER **Desc: CHILDRENS BOOKS **Inv. Date: 3/9/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>2,195.58 *</b>	<b>.00 *</b>	<b>2,843.63</b>
YTD Encumbrance	.00	YTD Actual	2,843.63	Total	2,843.63
		YTD Budget	16,000.00	Unexpended	13,156.37

<b>251-55130-250-315 LIBRARY: BOOKS - TEEN</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	726	US BANK	56.74		
		**VendorNo: 1950 **Inv. No: 2/15/24-TWILCOX **Desc: BOOKS-TEEN **Inv. Date: 2/9/2024			
AP	727	US BANK	54.29		
		**VendorNo: 1950 **Inv. No: 2/15/24-TWILCOX **Desc: BOOKS-TEEN **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>111.03 *</b>	<b>.00 *</b>	<b>111.03</b>
AP	536	US BANK	182.28		
		**VendorNo: 1950 **Inv. No: 3/15/24-TWILCOX **Desc: BOOKS-TEEN **Inv. Date: 3/9/2024			
AP	540	US BANK	12.84		
		**VendorNo: 1950 **Inv. No: 3/15/24-TWILCOX **Desc: BOOKS-TEEN **Inv. Date: 3/9/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>195.12 *</b>	<b>.00 *</b>	<b>306.15</b>
YTD Encumbrance	.00	YTD Actual	306.15	Total	306.15
		YTD Budget	3,175.00	Unexpended	2,868.85

<b>251-55130-250-410 LIBRARY: BOOKS - MAG &amp; NEWSPAP</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	507	US BANK	2,996.40		
		**VendorNo: 1950 **Inv. No: 2/15/24-JMULLET **Desc: MAGAZINES/NEWSPAPERS LIBRARY **Inv. Date: 2/9/2024			
AP	509	US BANK	54.00		
		**VendorNo: 1950 **Inv. No: 2/15/24-JMULLET **Desc: MAGAZINES/NEWSPAPERS LIBRARY **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>3,050.40 *</b>	<b>.00 *</b>	<b>3,050.40</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>3,050.40</b>
YTD Encumbrance	.00	YTD Actual	3,050.40	Total	3,050.40
		YTD Budget	4,750.00	Unexpended	1,699.60

<b>251-55130-250-610 LIBRARY: BOOKS - MATERIAL REPL</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55130-250-610 LIBRARY: BOOKS - MATERIAL REPL (continued)</b>					
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>251-55135-290-000 LIBRARY: AUDIO/VISUAL</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>251-55135-290-125 LIBRARY: A/V - ADULT MOVIES</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	518	US BANK	129.92		
		**VendorNo: 1950 **Inv. No: 2/15/24-JPOPPLE **Desc: ADULT MOVIES 1617051 **Inv. Date: 2/9/2024			
AP	520	US BANK	9.96		
		**VendorNo: 1950 **Inv. No: 2/15/24-JPOPPLE **Desc: ADULT MOVIES 9976204 **Inv. Date: 2/9/2024			
AP	525	US BANK	26.79		
		**VendorNo: 1950 **Inv. No: 2/15/24-JPOPPLE **Desc: ADULT MOVIES 9976204 **Inv. Date: 2/9/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>166.67 *</b>	<b>.00 *</b>	<b>166.67</b>
AP	317	US BANK	73.56		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: ADULT MOVIES 1698669 **Inv. Date: 3/9/2024			
AP	318	US BANK	14.45		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: ADULT MOVIES 1181024 **Inv. Date: 3/9/2024			
AP	320	US BANK		7.17-	
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: CREDIT ADULT MOVIES 1698669 **Inv. Date: 3/9/2024			
AP	323	US BANK	13.56		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: ADULT MOVIES 2768235 **Inv. Date: 3/9/2024			
AP	324	US BANK	13.84		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: ADULT MOVIES 3197864 **Inv. Date: 3/9/2024			
AP	325	US BANK	25.99		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: ADULT MOVIES 9188211 **Inv. Date: 3/9/2024			
AP	327	US BANK	59.12		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: ADULT MOVIES 3197864 **Inv. Date: 3/9/2024			
AP	328	US BANK	20.98		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: ADULT MOVIES 1369038 **Inv. Date: 3/9/2024			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>221.50 *</b>	<b>7.17- *</b>	<b>381.00</b>
YTD Encumbrance	.00	YTD Actual	381.00	Total	381.00
		YTD Budget	2,500.00	Unexpended	2,119.00
<b>251-55135-290-130 LIBRARY: A/V - ADULT AUDIO BKS</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55135-290-130 LIBRARY: A/V - ADULT AUDIO BKS (continued)</b>					
<b>03/31/2024 (03/24) Period Totals and Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>251-55135-290-135 LIBRARY: A/V - ADULT MUSIC</b>					
<b>01/31/2024 (01/24) Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	526	US BANK	10.99		
		**VendorNo: 1950 **Inv. No: 2/15/24-JPOPPLE **Desc: ADULT MUSIC 1343448 **Inv. Date: 2/9/2024			
<b>02/29/2024 (02/24) Period Totals and Balance</b>			<b>10.99 *</b>	<b>.00 *</b>	<b>10.99</b>
AP	321	US BANK	12.97		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: ADULT MUSIC 7517029 **Inv. Date: 3/9/2024			
AP	322	US BANK	26.23		
		**VendorNo: 1950 **Inv. No: 3/15/24-JPOPPLE **Desc: ADULT MUSIC 8789827 **Inv. Date: 3/9/2024			
<b>03/31/2024 (03/24) Period Totals and Balance</b>			<b>39.20 *</b>	<b>.00 *</b>	<b>50.19</b>
YTD Encumbrance	.00	YTD Actual	50.19	Total	50.19
		YTD Budget	50.19	Unexpended	750.00
					699.81
<b>251-55135-290-220 LIBRARY: A/V - CHILDRENS MOVIE</b>					
<b>01/31/2024 (01/24) Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	733	US BANK	39.90		
		**VendorNo: 1950 **Inv. No: 3/15/24-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 2/9/2024			
AP	734	US BANK	24.95		
		**VendorNo: 1950 **Inv. No: 3/15/24-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 2/9/2024			
AP	735	US BANK	24.99		
		**VendorNo: 1950 **Inv. No: 3/15/24-PREEDY **Desc: CHILDRENS MOVIES **Inv. Date: 2/9/2024			
<b>02/29/2024 (02/24) Period Totals and Balance</b>			<b>89.84 *</b>	<b>.00 *</b>	<b>89.84</b>
AP	491	US BANK	22.08		
		**VendorNo: 1950 **Inv. No: 3/15/24-PREEDY-2 **Desc: CHILDRENS MOVIES **Inv. Date: 3/9/2024			
AP	492	US BANK	12.95		
		**VendorNo: 1950 **Inv. No: 3/15/24-PREEDY-2 **Desc: CHILDRENS MOVIES **Inv. Date: 3/9/2024			
AP	494	US BANK	39.90		
		**VendorNo: 1950 **Inv. No: 3/15/24-PREEDY-2 **Desc: CHILDRENS MOVIES **Inv. Date: 3/9/2024			
AP	495	US BANK	58.08		
		**VendorNo: 1950 **Inv. No: 3/15/24-PREEDY-2 **Desc: CHILDRENS MOVIES **Inv. Date: 3/9/2024			
<b>03/31/2024 (03/24) Period Totals and Balance</b>			<b>133.01 *</b>	<b>.00 *</b>	<b>222.85</b>
YTD Encumbrance	.00	YTD Actual	222.85	Total	222.85
		YTD Budget	222.85	Unexpended	1,200.00
					977.15
<b>251-55135-290-225 LIBRARY: A/V - CHILD AUDIO BKS</b>					
<b>01/31/2024 (01/24) Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55135-290-225 LIBRARY: A/V - CHILD AUDIO BKS (continued)</b>					
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget 854.00	Unexpended 854.00
<b>251-55135-290-230 LIBRARY: A/V - CHILDRENS MUSIC</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00	Unexpended .00
<b>251-55135-290-320 LIBRARY: A/V - TEEN MOVIES</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00	Unexpended .00
<b>251-55135-290-325 LIBRARY: A/V - TEEN AUDIO BKS</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00	Unexpended .00
<b>251-55135-290-420 LIBRARY: A/V - VIDEO GAMES</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget 900.00	Unexpended 900.00
<b>251-55135-290-510 LIBRARY: A/V - E-BOOKS/E-RESRC</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
AP	9	OUTAGAMIE WAUPACA LIBRARY	4,132.17		
		**VendorNo: 1427 **Inv. No: 4326-1 **Desc: DIGITAL BUYING POOL SHARES FOR OWLS LIBRARIES **Inv. Date: 1/25/2024			
		<b>02/29/2024 (02/24) Period Totals and Balance</b>	<b>4,132.17 *</b>	<b>.00 *</b>	<b>4,132.17</b>
AP	133	MIDWEST TAPE	6,102.83		
		**VendorNo: 1263 **Inv. No: 2000020367 **Desc: HOOPLA ADVANCE FOR DOWNLOADABLE CONTENT **Inv. Date: 4/3/2023			
		<b>03/31/2024 (03/24) Period Totals and Balance</b>	<b>6,102.83 *</b>	<b>.00 *</b>	<b>10,235.00</b>
YTD Encumbrance	.00	YTD Actual 10,235.00 Total	10,235.00	YTD Budget 10,235.00	Unexpended .00
<b>251-55135-290-610 LIBRARY: A/V - MATERIAL REPL</b>					
		<b>01/31/2024 (01/24) Balance</b>	<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>



Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>251-55135-290-610 LIBRARY: A/V - MATERIAL REPL (continued)</b>					
<b>03/31/2024 (03/24) Period Totals and Balance</b>			<b>.00 *</b>	<b>.00 *</b>	<b>.00</b>
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>Number of transactions: 232</b>			<b>Number of accounts: 88</b>		
			<u>Debit</u>	<u>Credit</u>	<u>Proof</u>
<b>Grand Totals:</b>			<u>113,610.19</u>	<u>7,605.17-</u>	<u>106,005.02</u>

## Exhibit Room Report

Respectfully Submitted by Liz Kneer, Exhibit Room Coordinator

### Exhibit Room Agenda April 2024

March was a busy month in the Exhibit Room! We had great attendance for the Youth Art Month exhibit and programs. Our Exhibit Room Committee met on April 8 after we installed the Shine exhibit and primarily discussed the schedule for this fall, with changes due to hosting Americans and the Holocaust. Our committee members are fantastic at taking down/installing exhibits in a short period of time, minimizing the number of days the Exhibit Room is closed. We will put their talents to good use this fall, and try to have extremely quick turnaround times to ensure our Hunger and Typewriter exhibits are open long enough for the community to visit, but accommodate the schedule for Americans and the Holocaust.

I continue to meet with our partners for the upcoming Hunger and Typewriter exhibits. We are fortunate to have patrons and community partners that support the Exhibit Room and work with us to bring relevant, quality installations to our library.

I am attending marketing meetings to coordinate activities for the Summer Learning Program, and will again be working with the Children's Department staff on opportunities to collaborate.

**EXHIBIT ROOM REMODEL:** We had a lovely reception on March 25, 6-7.30p, to celebrate this great project and recognize the Vergauwen family for their generosity. 40 people attended the reception and enjoyed refreshments and checking out our revitalized space. I'm happy to report that we are officially done with this project!

**AMERICANS & THE HOLOCAUST EXHIBIT:** This traveling exhibit from the American Library Association (ALA) will be at our library November 7-December 19, 2024. I am currently working with Sarah Hanneman (School District of Waupaca Librarian) and Ellen Davis (Dragonwings) to coordinate an author visit during the exhibit. Winchester and the Waupaca Historical Society are already planning speakers/programming to complement AATH. After attending training for the exhibit, I will have a better idea of content and requirements, and will continue to work with the school district on field trips and additional programming.

### **PAST EXHIBIT:**

#### Youth Art Month

It's always sad to see this exhibit go, but Youth Art Month was taken down on April 8, with all artwork returned to School District of Waupaca art teachers. I can't thank the art teachers enough for their continued collaboration to bring amazing student artwork to our space.

We had a very fun (and busy!) cross-department collaboration with the Children's Department on Saturday, March 23 to dye Easter eggs in the Exhibit Room and have a scavenger hunt throughout the lower level of the library. We had 4 different ways to dye eggs, and a station to create a bunny bag to hold the eggs. Approximately 200 people participated in egg dying (with people waiting at the door to come in) and went through 180 hard boiled eggs in about an hour. It was a great morning!



We had phenomenal attendance for Youth Art Month with 2979 visitors in March, 354 in April for a total of 4901 people during the entire exhibit. Most visitors were from our local service area, but we did have people from as far as Florida and Missouri. A few comments included:

'I am always amazed by the talent of these young artists!'

'Amazing! Thanks for sharing, very inspiring!'

'I love how there is so much good art.'

#### ON EXHIBIT:

##### Shine



Shine is installed, and is a wonderful collaboration with the Waupaca Community Arts Board (WCAB) to showcase and explain the process for their next community art installation. WCAB had a committee working on the exhibit, and they were instrumental in getting these delicate glass pieces displayed. With all the work from our committee members and WCAB, we were able to open the exhibit ahead of schedule on Wednesday April 10.

We are also 'Shining' a light on local artists, Maneul Munoz (pencil drawing) and Paulina Schilling (crochet).

Instead of in-person program, I am focusing on passive activities for this exhibit. We currently have our dry erase boards and a table set for poetry activities (April is poetry month) as well as stained glass/pattern coloring. These activities will change throughout the exhibit.

We are always delighted to highlight these projects and artists that make our community a richer place to live.

<https://www.waupacaarts.org/shine-fused-glass-gallery>

#### UPCOMING EXHIBIT:

##### Adventure Begins at Your Library

PLEASE HELP SPREAD THE WORD! Adventure Begins at Your Library is the theme for our Summer Learning Program, and we are hosting a community photo submission exhibit.

Participants can submit photo(s) to us with a short description of their favorite adventure. We will print and display them in our lower level Exhibit Room. (Participants are also welcome to print their own artwork. Physical copies of the entry form are available at the library service desks.)

You **DO NOT** need to be a professional photographer, and no adventure is too big or too small, too close or too far from home. We are excited to showcase where our community members have traveled, and places that fill their hearts. This is open to **EVERYONE** in our community, including **BOARD MEMBERS!**



**Prizes** will be awarded for 1st, 2nd, and 3rd place in a Youth and Adult division. <https://waupacalibrary.org/exhibit-room/>

### **2024 Schedule**

- *Franklin: Celebrating Black History*: December 16-February 10
- *Youth Art Month*: February 17-April 6
- *Shine: Ecuadorian Art (Manuel & Paulina)/Shine Project (WCAB)*: April 13-June 1
- *Waupaca: Show Us Your Adventure (Summer Learning Program:Adventure Begins at Your Library)*: June 8-July 27
- *Hunger*: July 31-September 21
- *Typewriters*: September 25-November 5
- *Americans & the Holocaust* (ALA Traveling Exhibit) November 7-December 19
- *Quilts*-December 7 - February 1

### **2025 Schedule**

- *Quilts*-December 7 - February 1
- *Youth Art Month*: February 8-March 29
- *Waupaca International Cultural Exchange Committee: April/May*
- *Summer Learning Program (Color Our World/Art)*: June/July/August
- *Community Blood Center: August/September/October*
- *World War I/II (Smithsonian Poster Exhibits)*: November/December

### **2026 Schedule**

- *World War I/II (Smithsonian Poster Exhibits)*: January
- *Youth Art Month*: February/March
- *TBD: April/May*
- *Summer Learning Program (Unearth a Story/Dinosaurs)*
- *WACB 20th Anniversary*: June/July/August
- *Banned Books*: September/October/November

### **2027 Schedule**

- *Youth Art Month*: February/March
- *Summer Learning Program (Mystery/Detective/Suspense)*: June/July/August

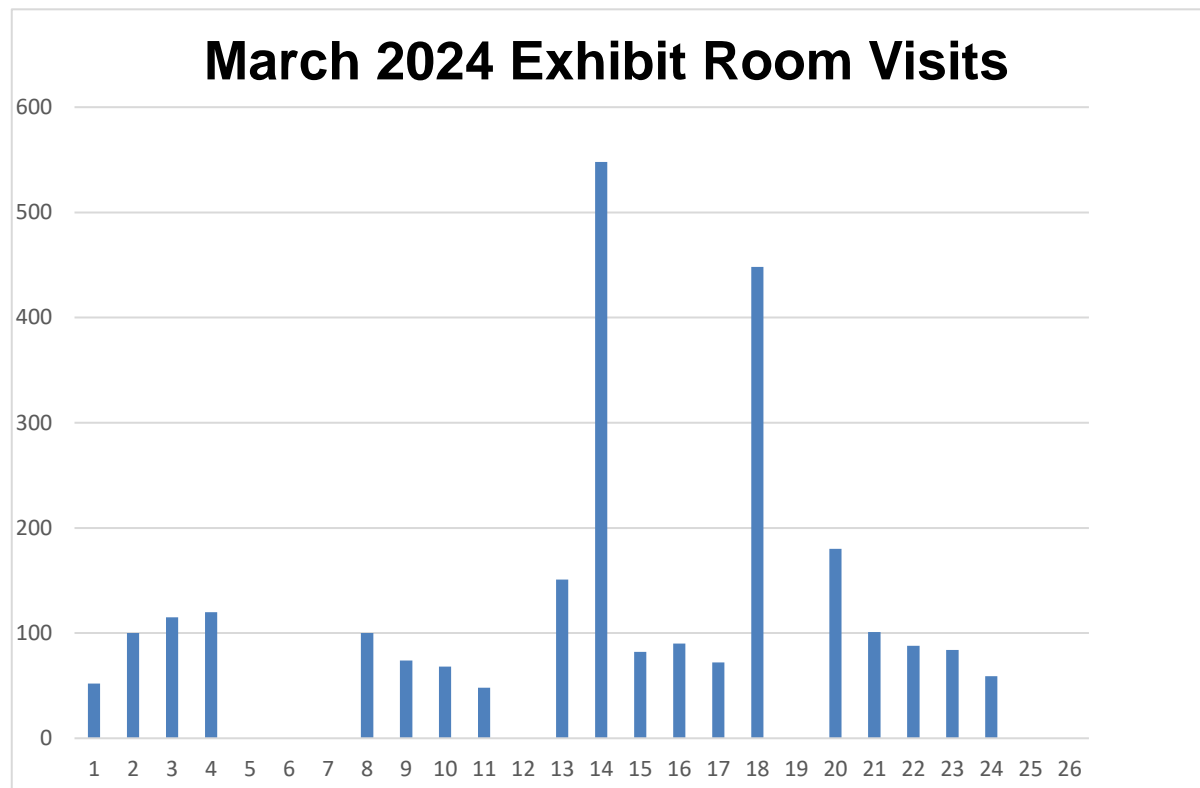
**MARCH 2024 EXHIBIT ROOM VISITS**

03/1/2024	Friday	89
03/2/2024	Saturday	150
03/3/2024	Sunday	closed
03/4/2024	Monday	71
03/5/2024	Tuesday	89
03/6/2024	Wednesday	52
03/7/2024	Thursday	100
03/8/2024	Friday	115
03/9/2024	Saturday	120
03/10/2024	Sunday	closed
03/11/2024	Monday	-
03/12/2024	Tuesday	-
03/13/2024	Wednesday	100
03/14/2024	Thursday	74
03/15/2024	Friday	68
03/16/2024	Saturday	48
03/17/2024	Sunday	closed
03/18/2024	Monday	151
03/19/2024	Tuesday	548
03/20/2024	Wednesday	82
03/21/2024	Thursday	90
03/22/2024	Friday	72
03/23/2024	Saturday	448
03/24/2024	Sunday	closed
03/25/2024	Monday	180
03/26/2024	Tuesday	101
03/27/2024	Wednesday	88
03/28/2024	Thursday	84
03/29/2024	Friday	59
03/30/2024	Saturday	closed
03/31/2024	Sunday	closed
<b>TOTAL</b>		<b>2979</b>

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) = 1568

Youth Art Month (March) = 2979



2024 Overdue Fees												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$0.00	\$0.00	\$0.20										\$0.20
2024 Running Total												
\$0.00	\$0.00	\$0.20										
\$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
2024 Copy Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$580.46	\$484.37	\$580.97										\$1,645.80
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
2024 Meeting Room Income												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$73.00	\$235.00	\$225.00										\$533.00
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
2024 Material Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$277.88	\$254.82	\$223.98										\$756.68
\$0.00	-\$130.00	-\$16.99										-\$146.99
\$277.88	\$124.82	\$206.99										\$609.69
2023 Material Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$257.90	\$480.71	\$314.06	\$176.99	\$346.21	\$147.03	\$132.00	\$504.10	\$441.49	\$320.78	\$162.90	\$250.31	\$3,534.48
-\$56.45	-\$71.00	-\$41.99	-\$104.99	-\$83.99	-\$52.98	-\$6.99	-\$88.95	-\$113.26	-\$80.00	-\$73.95	\$0.00	-\$774.55

\$201.45	\$409.71	\$272.07	\$72.00	\$262.22	\$94.05	\$125.01	\$415.15	\$328.23	\$240.78	\$88.95	\$250.31	\$2,759.93
<b>2022 Material Replacement</b>												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$95.00	\$131.94	\$134.92	\$138.27	\$165.94	\$237.77	\$433.36	\$177.12	\$140.05	\$351.90	\$211.13	\$111.12	\$2,328.52
<b>2024 Donation Box</b>												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$238.62	\$137.98	\$98.69										\$475.29
<b>2023 Donation Box</b>												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$93.53	\$111.22	\$51.12	\$67.90	\$48.72	\$113.23	\$77.80	\$113.17	\$58.46	\$91.67	\$189.60	\$74.65	\$1,091.07
<b>2022 Donation Box</b>												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
\$21.19	\$73.70	\$23.55	\$90.48	\$31.54	\$55.31	\$94.28	\$31.21	\$76.63	\$13.68	\$34.07	\$21.87	\$567.51
<b>2024 Passports</b>												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total
\$350.00	\$910.00	\$595.00										\$1,855.00
<b>2023 Passports</b>												
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
<b>2024 WAIVED</b>												
Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD Total
\$63.00	\$98.09	\$565.00										\$726.09
<b>2023 WAIVED</b>												
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
<b>2022 WAIVED</b>												
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 2024

### Reference Transactions

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024	1,063	919	1,019										3,001
2023	888	688	804	609	800	764	1,053	874	887	1,039	766	836	10,008
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
2024	6,417	7,562	7,835										21,814
2023	6,152	6,111	8,152	6,326	7,479	8,152	8,550	9,012	6,784	8,342	6,838	6,625	88,523
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
2024 wireless	627	689	746										2,062
2024 stations	429	407	457										1,293
2023 wireless	585	636	783	728	822	943	1,010	1,059	719	1,005	717	650	9,657
2023 stations	488	422	584	506	504	586	494	563	474	469	404	366	5,860
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
2024	23	44	26										93
2023	60	40	44	25	40	44	27	28	27	24	17	20	396
2022	174	128	105	82	54	61	53	57	56	39	48	46	903

### Volunteer Hours

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024	17.75	23.5	47										88
2023	4.5	2	2.5	14.25	12.25	20	21	18.25	20.45	21.5	13.75	11.7	163



2022	11	14	25	25	26	26	19	28	18	13.5	11.5	6	223
------	----	----	----	----	----	----	----	----	----	------	------	---	-----

**Adult Programming**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024 programs	8	8	10										26
2024 attendance	106	73	119										298
2023 programs	3	2	2	4	3	4	4	2	3	10	6	8	51
2023 attendance	17	8	14	52	58	37	75	8	19	117	38	64	507

**Children's Programming**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024 programs	7	11	12										30
2024 attendance	324	400	528										1,252
2023 programs	16	13	13	13	20	16	20	18	16	24	17	11	197
2023 attendance	578	385	489	433	1,603	526	628	542	383	1,449	559	233	7,808

**General Audience Programming**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024 programs	1	3	2										6
2024 attendance	47	143	570										760
2023 programs	1	4	4	3	8	21	8	18	7	5	2	9	90
2023 attendance	30	463	84	235	267	950	579	485	205	345	21	495	4,159

**Teen Audience Programming**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024 programs	0	5	3										8
2024 attendance	0	29	17										46
2023 programs	7	5	6	0	6	6	15	11	3	4	2	11	76

2023 attendance	146	31	36	0	400	23	88	38	22	27	2	766	1,579
-----------------	-----	----	----	---	-----	----	----	----	----	----	---	-----	-------

**Study Room Usage**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024	68	92	78										238
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
2024	10	24	17										51
2023							0	0	0	0	3	4	7

**Notary**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024	5	6	8										19
2023							6	3	2	3	5	6	25

**Little Free Pantry**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024	2,426	3,711	3,623										9,760
2023		174	198	569	566	824	974	2,107	2,402	4,142	3,809	2,770	18,535

Library	Code	Items Loaned	Items Borrowed	Net	Ratio	Items Loaned	Items Borrowed	Net	Ratio
Algoma	NKALG	1,155	1,338	(183)	0.86	3,714	4,205	(491)	0.88
Appleton	OOAPL	8,763	11,147	(2,384)	0.79	23,963	27,378	(3,415)	0.88
Baileys Harbor	NDBAI	550	546	4	1.01	1,630	1,621	9	1.01
Biramwood	NSBIR	536	212	324	2.53	1,488	704	784	2.11
Black Creek	OOBCL	1,953	872	1,081	2.24	5,830	3,084	2,746	1.89
Bonduel	NSBON	326	794	(468)	0.41	991	2,593	(1,602)	0.38
Clintonville	OWCPL	2,234	1,001	1,233	2.23	6,778	3,102	3,676	2.19
Coleman	NMCOL	494	975	(481)	0.51	1,456	2,796	(1,340)	0.52
Crivitz	NMCRI	651	1,345	(694)	0.48	1,928	4,156	(2,228)	0.46
Egg Harbor	NDEGG	463	436	27	1.06	1,499	1,478	21	1.01
Ephraim	NDEPH	308	84	224	3.67	998	320	678	3.12
Fish Creek	NDFIS	277	224	53	1.24	892	675	217	1.32
Florence	NFFLO	411	424	(13)	0.97	1,281	1,384	(103)	0.93
Forestville	NDFOR	575	273	302	2.11	1,647	968	679	1.70
Fremont	OWFFL	644	724	(80)	0.89	1,877	2,206	(329)	0.85
Gillett	NOGIL	549	300	249	1.83	1,711	822	889	2.08
Goodman	NMGOO	89	239	(150)	0.37	297	769	(472)	0.39
Green Earth	NBON2	151	4	147	37.75	411	29	382	14.17
Hortonville	OOHPL	1,391	2,583	(1,192)	0.54	4,299	7,592	(3,293)	0.57
Iola	OWIVL	1,135	991	144	1.15	3,282	2,979	303	1.10
Kaukauna	OOKAU	2,979	3,618	(639)	0.82	8,701	10,812	(2,111)	0.80
Kewaunee	NKKEW	1,632	1,193	439	1.37	4,944	3,583	1,361	1.38
Kimberly	OOKIM	3,221	3,727	(506)	0.86	8,768	12,451	(3,683)	0.70
Lakewood	NOLAK	774	866	(92)	0.89	2,416	2,512	(96)	0.96
Lena	NOLEN	460	242	218	1.90	1,515	605	910	2.50
Little Chute	OOLIT	2,673	3,981	(1,308)	0.67	7,816	13,514	(5,698)	0.58
Manawa	OWMAN	1,130	670	460	1.69	3,199	2,424	775	1.32
Marinette	NMMRT	1,573	1,808	(235)	0.87	4,844	5,253	(409)	0.92
Marion	OWMAR	1,232	844	388	1.46	3,585	2,435	1,150	1.47
Mattoon	NSMAT	88	72	16	1.22	298	288	10	1.03
New London	OWNLP	2,196	1,660	536	1.32	6,365	4,661	1,704	1.37
NFLS	NFLS	-	9	(9)	0.00	-	25	(25)	0.00
Niagara	NMNTA	338	389	(51)	0.87	1,057	1,345	(288)	0.79
Oconto	NOOCO	1,073	873	200	1.23	3,128	2,744	384	1.14
Oconto Falls	NOOCF	1,593	773	820	2.06	4,739	2,265	2,474	2.09
Oneida	NBONE	782	140	642	5.59	2,241	427	1,814	5.25
OWLS	OWLS	-	1	(1)	0.00	7	7	-	1.00
Peshigo	NMPES	386	561	(175)	0.69	1,084	1,590	(506)	0.68
Scandinavia	OWSCA	580	413	167	1.40	1,624	1,197	427	1.36
Seymour	OOSEY	1,888	1,576	312	1.20	5,709	4,388	1,321	1.30
Shawano	NSSHA	2,536	2,266	270	1.12	7,965	6,859	1,106	1.16
Shiocton	OOSHI	699	339	360	2.06	2,000	1,098	902	1.82
Sister Bay	NDSIS	1,174	1,060	114	1.11	3,455	3,328	127	1.04
Sturgeon Bay	NDSTR	2,697	2,689	8	1.00	8,268	8,110	158	1.02
Suring	NOSUR	793	612	181	1.30	2,381	1,871	510	1.27
Tigerton	NSTIG	302	403	(101)	0.75	928	997	(69)	0.93
Washington Isla	NDWSH	284	302	(18)	0.94	945	863	82	1.10
Waupaca	OWWAU	3,019	3,440	(421)	0.88	9,142	9,743	(601)	0.94
Wausaukee	NMWAS	499	644	(145)	0.77	1,456	1,712	(256)	0.85
Weyauwega	OWWEY	1,189	750	439	1.59	3,729	2,288	1,441	1.63
Wittenberg	NSWIT	209	221	(12)	0.95	666	691	(25)	0.96
TOTAL		60,654	60,654	-	1.00	178,947	178,947	-	1.00

Loaned by	Borrowed by NFLS librari	Borrowed by OWLS librar	Total	Borrowed by NFLS librari	Borrowed by OWLS libraries	Total
NFLS libraries	12,896	10,832	23,728	39,831	32,442	72,273
OWLS libraries	9,420	27,506	36,926	27,750	78,924	106,674
Total	22,316	38,338	60,654	67,581	111,366	178,947

Net = Number of items loaned less number of items borrowed  
 Ratio = Number of items loaned for every item borrowed

## Circulation Statistics 2024

Circulation Statistics 2024													
Waupaca 2024 Circulation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D Total
2024 Downloads - ebooks	1,124	980	1,069										3,173
2023 Downloads - ebooks	1,087	1,074	1,089	1,060	1,009	1,011	1,078	1,088	945	1,059	969	991	12,460
2023 Downloads - Audio	1,194	1,120	1,158										3,472
2023 Downloads - Audio	1,126	1,077	1,199	1,128	1,130	1,048	1,072	1,211	1,118	1,172	1,100	1,069	13,450
2024 Downloads - Magazine	324	331	371										1,026
2023 Downloads - Magazine	63	62	50	29	35	45	22	50	78	242	294	324	1,294
2024 Downloads - Hoopla	351	358	390										1,099
2023 Downloads - Hoopla	259	246	278	249	276	287	281	330	322	306	342	316	3,492
Physical Items	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D Total
Renewals	2,331	2,577	3,012										7,920
Checkouts	9,740	9,899	9,836										29,475
<b>Total Circulation w/renewals</b>	<b>12,071</b>	<b>12,476</b>	<b>12,848</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>37,395</b>
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
2021 Totals	9,022	9,378	13,370	12,438	10,886	15,065	14,457	14,620	12,541	10,378	11,388	11,245	144,788
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	Total	2024
Dayton	1,535	1,691	1,431	4,657	12%
Farmington	1,924	2,092	1,903	5,919	16%
Lind	349	489	438	1,276	3%
Waupaca (Town)	684	818	886	2,388	6%
<b>Town Total</b>	<b>4,492</b>	<b>5,090</b>	<b>4,658</b>	<b>14,240</b>	<b>38%</b>
Waupaca (City)	4,140	4,080	4,540	12,760	34%
Waushara County	506	460	629	1,595	4%
Portage County	1,080	1,115	1,020	3,215	9%
Other	1,853	1,731	2,001	5,585	15%
<b>Total</b>	<b>12,071</b>	<b>12,476</b>	<b>12,848</b>	<b>37,395</b>	

<b>Agency</b>	<b>Current Month</b>			<b>YTD</b>		
	<b>Circs</b>	<b>Renewals</b>	<b>Total</b>	<b>Circs</b>	<b>Renewals</b>	<b>Total</b>
Algoma	3,847	768	4,615	10,112	2,078	12,190
<b>Appleton</b>	<b>37,082</b>	<b>13,439</b>	<b>50,521</b>	<b>98,111</b>	<b>37,596</b>	<b>135,707</b>
Black Creek	2,413	671	3,084	6,994	2,441	9,435
Clintonville	4,053	875	4,928	11,991	2,432	14,423
Door Cty - Baileys Harbor	1,008	263	1,271	3057	811	3,868
Door Cty - Egg Harbor	1,014	219	1,233	2,997	746	3,743
Door Cty - Ephraim	190	56	246	693	173	866
Door Cty - Fish Creek	345	74	419	1102	249	1351
Door Cty - Forestville	554	222	776	1830	727	2557
Door Cty - Sister Bay	2,386	557	2,943	7,548	1,845	9,393
<b>Door Cty - Sturgeon Bay</b>	<b>7,285</b>	<b>1,765</b>	<b>9,050</b>	<b>21,797</b>	<b>5,641</b>	<b>27,438</b>
Door Cty - Washington Island	571	129	700	1751	352	2103
Florence	849	89	938	2765	376	3141
Fremont	1,278	520	1,798	4,038	1,546	5,584
Gillett	538	116	654	1563	349	1912
Hortonville	5,335	1,628	6,963	15,068	4,640	19,708
Iola	1,724	451	2,175	5,282	1,442	6,724
<b>Kaukauna</b>	<b>9,687</b>	<b>2,615</b>	<b>12,302</b>	<b>29,027</b>	<b>7,687</b>	<b>36,714</b>
Kewaunee	2,706	853	3,559	8,273	2,470	10,743
<b>Kimberly</b>	<b>10,283</b>	<b>2,878</b>	<b>13,161</b>	<b>31,773</b>	<b>10,120</b>	<b>41,893</b>
Lakewood	2,116	469	2,585	6,509	1,624	8,133
Lena	430	131	561	1212	360	1572
<b>Little Chute</b>	<b>9,050</b>	<b>2,901</b>	<b>11,951</b>	<b>27,651</b>	<b>9,176</b>	<b>36,827</b>
Manawa	1,788	352	2,140	5,895	1,214	7,109
Marinette Cty - Coleman	1,620	443	2,063	4,691	1,501	6,192
Marinette Cty - Crivitz	2,000	718	2,718	6,691	2,048	8,739
Marinette Cty - Goodman	227	47	274	789	159	948
Marinette Cty - Marinette	3,958	1,003	4,961	11,341	3,085	14,426
Marinette Cty - Niagara	526	187	713	1747	630	2,377
Marinette Cty - Peshtigo	904	301	1,205	2,655	918	3,573
Marinette Cty - Wausaukee	1,143	218	1,361	3,262	755	4,017
Marion	1,837	452	2,289	5,779	1,614	7,393
New London	4,272	921	5,193	12,441	2,607	15,048
Oconto	2,176	482	2,658	6,416	1,489	7,905
Oconto Falls	2,798	556	3,354	8,245	1,559	9,804
Oneida Tribal - Green Earth	22	11	33	59	29	88
Oneida Tribal - Oneida	371	85	456	937	302	1239
Scandinavia	453	152	605	1272	570	1842
Seymour	2,995	934	3,929	8,205	2,982	11,187
Shawano Cty - Birnamwood	1,688	180	1,868	6,271	620	6,891
Shawano Cty - Bonduel	1,013	364	1,377	3272	1,151	4,423
Shawano Cty - Mattoon	110	26	136	384	75	459
<b>Shawano Cty - Shawano</b>	<b>7,281</b>	<b>1,465</b>	<b>8,746</b>	<b>22,046</b>	<b>4,619</b>	<b>26,665</b>
Shawano Cty - Tigerton	583	183	766	1694	410	2104
Shawano Cty - Wittenberg	475	122	597	1571	306	1877
Shiocton	770	109	879	2211	397	2608

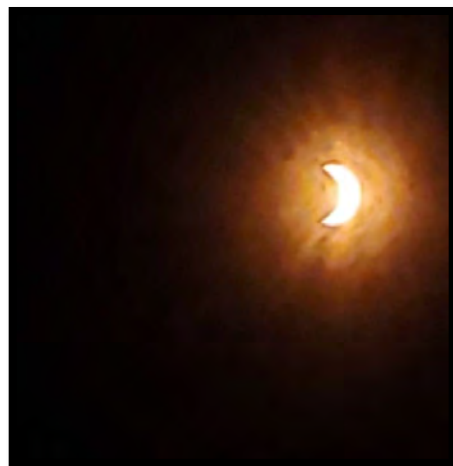
Suring	1,236	335	1,571	3,870	909	4,779
Waupaca	9,836	3,012	12,848	29,475	7,920	37,395
Weyauwega	1,318	647	1,965	4,399	1,759	6,158
<b>Total</b>	<b>156,152</b>	<b>44,996</b>	<b>201,148</b>	<b>456,770</b>	<b>134,511</b>	<b>591,281</b>

Posted 04/01/24

## Director's Report

### Eclipse Viewing and Glasses Giveaway

While not a total eclipse from our location, the April 8, 2024 eclipse was pretty close. The forecast leading up to the event had been for clouds, but the day itself dawned sunny and our phones were ringing nonstop with last minute requests for eclipse viewing glasses. We started the day with a stockpile but were out by midmorning.



### New Head of Adult Services

The Head of Adult Services position has been filled, with current Technical Services Librarian Jan Popple moving to fill the vacancy. I believe we have solid internal candidates for the Technical Services position and that we can fill it through an internal posting. It is a harder position to fill. I am working with the City to finalize our end of year financial numbers to calculate when we can be looking to fill our Head of Youth Services vacancy. Right now, we are tentatively aiming for August 1, 2024.



### State Park Passes

Starting on May 1, 2024 we will again be offering State Park Passes for 'checkout.' The passes, which do not need to be returned, provide access to a Wisconsin State Park for a day. We hope to build upon last year's interest.



### 2024 Library Road Trip

The 2024 'Infosoup Library Road Trip' will be running from Memorial Day through Labor Day this year. The event is intended to encourage patrons to visit new libraries in OWLS and NFLS and check out what they have to offer. When visiting one of the 49 participating libraries, patrons are required to check out an item, post a selfie on Facebook, attend a program or use a computer in order to get a stamp in their booklet. Every set of 10 stamps you collect can be turned in to enter a prize drawing.

### Updating Procedure for 16-17 Year Old Patrons

Statute 43.30, as amended in 2003, provides that Library records for patrons 16 years and older are to be kept private. This has been a subject of discussion with OWLS and member libraries over the past two months. The conversation has principally center on privacy related to 16-17 year olds, the handling of which has been inconsistent among member libraries. OWLS leadership encourages compliance with Statute 43.30 and is working to provide a set of procedures to be followed by member libraries. Library staff are working to improve our compliance with the statute, while keeping potential parental concerns in mind. Waupaca Area Public Library policy is already compliant with statute 43.30, so any changes would be procedural.

Respectfully submitted,

Eric Scott Bailey



## Adult Programs Report March 2024

### February Programs

- **Wednesday Mar 6** Lunch and Learn: Officer Wasrud-38
- **Thursday Mar 7** Film: And Then There Were None-15
- **Saturday, Mar 16** Remarkably Bright Creatures- 7
- **Thursday Mar 21** Insights with Ivan Love is Not Lost: The Psychology of Pro Wrestling-5
- **¿Comó se dice?** Weekly-22 total people over the month
- **Tuesday Mar 26** 18th Century Women's History w/ Becky Liegl-31
- **Engagement Table**
  - Mar 1-9 Brain Games
  - Mar 11-30 Watercolor Bookmarks

Lunch and Learn had its highest attendance yet at 38 people this month, the room was packed. And the subject was fascinating with Officer Wasrud from Waupaca Police Department doing a presentation on the new drone that they purchased. He was even able to show the drone in action out in the parking lot on the beautiful day. Thank you to Laura Jandacek for once again stepping in for me while I was gone. And as always, a beautiful partnership with Synergy!

On March 12, library staff attended HootCon, our 3rd year of this OWLS sponsored professional development day. Staff attended sessions about our loaning software CARL, Bibliocommons, Collection Development, Badgerlink, Cataloging, and several other subjects. It's always nice to connect to other staff in our system and share ideas as well.

At the end of March we hosted Becky Liegl with her program 18th Century Women's History. She had attended the George Washington Teacher Institute at Mt. Vernon in the summer of 2023, and wanted to share the information she had learned and the unique experience of attending this training. It was a great program for Women's History Month, and so great to see Mother and Daughters attending, and so many other interested women, and even a few men! We are so grateful to Becky for sharing this fascinating information.

TABLE OF CONTENTS: A group of four Waupaca Librarians, Jan P, Linda H, Marcie C, and Paula R have launched a podcast to discuss library happenings! Jan P has taken the lead, and they intend to release one per month. Find the first one here:

<https://open.spotify.com/episode/4QmQum7OPpwCF5mluFSe9W?si=-JiCsOY-Rd23JVR84NBnLg&nd=1&dlsi=6c138337052a40c3>

-Respectfully submitted by Molly Reinke





The month of March brought a much deserved break from school and routines for students and their families and a chance to renew connections with the library. Grandparents, aunts and uncles found stimulating activities for their visiting relatives during our Story Times, games, and collaborative Art Hub visits. A bird scavenger hunt was not only fun, but reinforced letter recognition as well as co-operation. Thanks to Marcie for always supplying our department with these valuable and fun hunts.



We in the Children's department took advantage of Hoot Con to sharpen technical skills and gather information on keeping our collections fresh, diverse and meaningful to our families.

On March 19<sup>th</sup> we hosted WLC's fourth graders' presentations of their "Night at the Wax Museum." The students obviously took a lot of pride in their research and presentations.

Simon Baumgart represented our department at WLC's family night on March 21<sup>st</sup>, reading and creating friendly outreach to our community.

While many families came to the exhibit room to decorate eggs on Saturday, the 23<sup>rd</sup>, our department used that activity to kick off a week of an egg scavenger hunt. This hunt not only reinforced recognition of letters and numbers, but required them to decode a very literacy based message.

- Bird scavenger hunt....89 participants
- Egg Scavenger hunt....204
- WIC Family Night....70
- Wax Museum Night.... approximately 500 (we were full!)
- Teacher/school requests....63 books
- Curbside and preschool requests...111 books



Respectfully Submitted,  
Jan Rademacher

## March 2024 Board Report - Teen Department

Taylor saw an uptick in our Teen Room usage during the month of March and met some new teens during the month. One that stood out was a teen who brought in a restored EE-8 Field Telephone and explained how they were used by the U.S. Military and known for their sturdiness. He explained that he loved learning about World War II and spends time outside of school restoring old relics such as this with one of his relatives. We also went outside during Spring Break to decorate our sidewalk with chalk and very eager teens and tweens were happy to help!

On March 12<sup>th</sup>, Taylor attended Hootcon with the rest of the Waupaca Public Library staff for an in-service day. During this she received further training in onboarding new staff members, and was able to network with other librarians.

Between 2022-2023 the Teen Department received a generous donation for teen programs that focused on “Teen Mental Health”. Between the CHAT Plunge in 2023, and from what Taylor has heard from our teen patrons, they want more opportunities to talk and learn about mental health. One of the ways Taylor thought we could start was by partnering with Lacey M., a Child and Youth Advocate from CAP Services, to start a program where teens are invited to talk openly about any subjects they want. She helped by creating a Code of Conduct for the meetings, and a survey for teens to fill out if they want more resources and want to give us feedback. Having that open dialogue also allows our teens to learn from each other. The donation, mentioned earlier, is being used to provide food and crafts at this monthly program. Our first meeting was in March and we had seven teens attend and actively participate. Overall, Taylor felt the discussion was extremely productive. She's hoping this program can help narrow down other ways we can help teens in our community.

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

- March 1<sup>st</sup> 8<sup>th</sup>, Minecraft Club – 2 participants led by Tyler Smidt
- March 6<sup>th</sup>, Sidewalk Art – 3 participants led by Taylor Wilcox
- March 13<sup>th</sup>, Teen Volunteer Agents – 3 participants led by Taylor Wilcox
- March 13<sup>th</sup> and 27<sup>th</sup>, Teen Dungeons and Dragons- 4 participants, led by Simon Baumgart
- March 20<sup>th</sup>, Let’s Talk About That – 7 participants, led by Taylor Wilcox and partnered with Lacey M.



*Bennett with his EE-8 Field Telephone.*

Respectfully submitted by Taylor Wilcox, Teen Services Librarian  
April 11th, 2024

**Waupaca Area Public Library  
Policy Committee Meeting  
Council Chambers  
Wednesday, March 20, 2024, 5:30 pm**

Meeting was called to order at 5:37pm

Holly Olsen, Mary Zimmermann, Sarah Hanneman, Cory Nagel and Lilianna Liegl attended, John Turner was absent. Library Director Eric Bailey, Program and Outreach Coordinator Molly Reinke, and Library IT Simon Baumgart were also present.

Approval of the agenda. Moved H. Olsen, seconded by S. Hanneman. Motion Passed by voice vote. 5 ayes, 0 nays, 1 absent

Open Meeting Law was read by Library Director, Eric Bailey.

Motion to approve Proposed Virtual Reality Policy with revisions. Moved by C. Nagel, seconded by M. Zimmermann. Motion passed by voice vote. 5 ayes, 0 nays, 1 absent.

Motion to adjourn meeting. Moved by C. Nagel, seconded by H. Olsen to adjourn . Motion Passed by voice vote. 5 ayes, 0 nays, 1 absent

Meeting was adjourned at 5:56pm

Chaired by Library Director, Eric Bailey  
Minutes taken by Eric Bailey and compiled Molly Reinke

## New Business – April 17, 2024

### VR Policy

On March 20 at 5:30pm the Policy Committee met to review the proposed VR Policy for public use of the newly acquired VR headsets. The committee provided conditional approval for the policy, provided that the language regarding Library liability was strengthened. Additional language has been added for this purpose. **RECOMMENDATION:** To approve the revised version of the new VR Policy.

### Teen Room Policy

As mentioned at last month's meeting, Teen Librarian Taylor Wilcox and I had the chance to meet with the concerned parent of a developmentally disabled adult patron. In reviewing our policy for who can 'hang out' in the Teen Room, it is staff's assessment that the policy overall continues to set appropriate parameters. The current space is not only welcoming but also safe; we have had some prior experience with ill-intentioned adults wanting access to the room. The recommendation then is to retain the policy but provide the Teen Librarian with greater leeway in implementation so that exceptions that will not negatively impact comfort and safety can be considered. **RECOMMENDATION:** The proposed change is a small one, and in the interest of efficiency is presented here for initial discussion. It can either be forwarded to the Policy Committee for review or approved by the Board.

### Board Bylaws and Makeup of Library Board

The Outagamie Waupaca Library System is presently working to help ensure that Library Board Bylaws and Board residency requirements are in keeping with State Statute 43.54. I will be working to bring forward revisions and suggestions on how we can better comply. I plan to have questions answered ahead of the May 15, 2024 annual meeting of the Library Board. **RECOMMENDATION:** Presented for your information, no action is requested at this time.

Respectfully submitted,

Eric Scott Bailey

## Virtual Reality Headset Policy

The library desires to offer community access to new and emerging technologies such as virtual reality headsets to inspire patrons with diverse stories, unique experiences and entertainment for all eligible ages. This policy establishes how and under what circumstances the public may use the library's Virtual Reality headsets.

- A. It is the user's responsibility to ensure safe use of the virtual reality headsets, for themselves, other patrons, and for the integrity and longevity of library equipment. The Waupaca Public Library is not responsible for injury or damage caused by patrons using the virtual reality headsets.
  - a. Users acknowledge that virtual reality games and experiences can contain flashing lights and images which can trigger epileptic seizures, even in people without prior history of said reaction. Patrons should review health and safety warnings of each respective game before playing if they believe they may be at risk of epilepsy.
  - b. Some patrons may experience nausea, loss of balance, dizziness or other discomforts while using a virtual reality headset. Patrons experiencing any sort of discomfort should stop using the headset and take it off. For health and comfort, the library encourages patrons to take short breaks every 30 minutes.
  - c. Many virtual reality games and experiences involve varying degrees of walking, arm movement, and other motions. The patron shall review their surroundings to ensure it is clear of furniture, other patrons or other hazards before using the headsets.
- B. Patrons wishing to use the virtual reality headsets must be of 12 years of age or older.
- C. Patrons are not permitted to download, install or purchase software on the virtual reality headsets. Games may be requested for purchase or download via staff members or written form.
- D. As per the computer and internet use policy, the Library cannot be held responsible for content found online, or for interactions in online-enabled games. Patrons are encouraged to review the ESRB ratings of games and experiences before playing.
- E. Game playing will be limited to 1 hour at a time if someone else is waiting, and a maximum playing time of 3 hours per day.
- F. Patrons agree that damage to the virtual reality headsets caused by misuse will result in the individual being held monetarily responsible for the damage and loss of all gaming privileges until payment for damage is received.

- G. Patrons must sign in at the circulation desk before using the virtual reality headsets. Patrons are responsible for returning the virtual reality headsets to the desk they were borrowed from when done.
- H. Patrons agree to ensure the virtual reality headset is clean before returning it to the desk.

### **ORIGINAL**

“The Teen Room has been set aside for use by teens (Grade 6 through Grade 12 or age 18). For safety purposes, persons not within this age range must restrict activity in the Teen Room to browsing library materials.”

### **UPDATED**

- “The Teen Room has been **created** for use by teens (Grade 6 through Grade 12 or age 18). For safety purposes, persons not within this age range must restrict activity in the Teen Room to browsing library materials. **Any exceptions are at the discretion of the Teen Librarian. (If Teen Librarian is absent refer to next available Library Supervisor)**

#### **43.54 Municipal library board composition.**

##### **(1)**

- (a) Each public library established under s. [43.52](#) shall be administered by a library board composed in each city of the 2nd or 3rd class or school district of 9 members, in each city of the 4th class of 7 members and in each village, town, tribal government or tribal association of 5 members. Two additional members may be appointed to a library board for a village, town, tribal government or tribal association so that the board has 7 members. Members shall be residents of the municipality, except that not more than 2 members may be residents of other municipalities. Members shall be appointed by the mayor, village president, town chairperson, tribal chairperson or school board chairperson, respectively, with the approval of the municipal governing body. Up to 5 additional members may be appointed under s. [43.60 \(3\)](#).
- (am) Each public library established in a 1st class city shall be administered by a library board consisting of the president of the board of school directors or his or her designee, the superintendent of schools or his or her designee, a member of the county board of supervisors who resides in the county, 3 alderpersons and 6 public members. The county board member shall be appointed by the county executive or county administrator and confirmed by the county board for a 4-year term commencing on May 1. The 3 alderpersons shall be appointed by the mayor on the 3rd Tuesday in April from among those alderpersons serving 4-year terms and shall serve on the library board during their aldermanic terms. The 6 public members shall be residents of the city. Five of the public members shall be appointed by the mayor on the 3rd Tuesday in April to staggered 4-year terms. One of the public members appointed by the mayor under this paragraph shall be designated by the mayor as his or her representative on the board. One public member shall be appointed by the president of the common council on the 3rd Tuesday in April for a 4-year term. The public member appointed by the president of the common council under this paragraph shall be designated by the president of the common council as his or her representative on the board.
- (b) Upon their first appointment, the members shall be divided as nearly as practicable into 3 equal groups to serve for 2-, 3- and 4-year terms, respectively. Thereafter, each regular appointment shall be for a term of 3 years. Vacancies shall be filled for unexpired terms in the same manner as regular appointments are made.
- (c) The appointing authority shall appoint as one of the members a school district administrator, or the administrator's representative, to represent the public school district or districts in which the public library is located. Not more than one member of the municipal governing body shall at any one time be a member of the library board.
- (d) No compensation shall be paid to the members of a library board for their services, except as follows:
1. Members may be reimbursed for their actual and necessary expenses incurred in performing duties outside the municipality if so authorized by the library board.
  2. Members may receive per diem, mileage and other necessary expenses incurred in performing their duties if so authorized by the library board and the municipal governing body.
- (e) A majority of the membership of a library board constitutes a quorum, but any such board may, by regulation, provide that 3 or more members thereof shall constitute a quorum. For library boards organized under par. [\(am\)](#), a majority of those seats on the board that are currently filled constitutes a quorum.

##### **(1m)**

- (a) Boards appointed for joint libraries under s. [43.53](#) shall:
1. Consist of 7 to 11 members and be representative of the populations of the participating municipalities.
  2. Be appointed by the head of the municipal governing body of each participating municipality and county board chairperson of the participating county.
- (b) Subsections [\(1\) \(b\)](#) to [\(e\)](#) and [\(2\)](#) apply to joint library boards.
- (2) As soon as practicable after the first appointments, at a date and place fixed by the appointing officer, and annually thereafter within 60 days after the beginning of terms, the members of the library board shall



organize by the election, from among their number, of a president and such other officers as they deem necessary.

**43.54(3)(3)** In any city of the 2nd or 3rd class, the common council may, by a two-thirds vote, provide for the reduction of the number of appointive members of the library board to 7. Thereupon, whenever a term expires or a vacancy occurs, no appointment shall be made until the number of such members has been so reduced, whereupon the remaining members shall be by lot divided by the common council into 3 classes, 3 to serve for 3 years, 2 to serve for 2 years and 2 to serve for one year, respectively, from the date of such completed reduction, and thereafter each regular appointment shall be for a term of 3 years.

**History:** [1971 c. 152 ss. 19, 20](#); [1977 c. 418](#); [1981 c. 197](#); [1983 a. 27, 192, 214, 538](#); [1985 a. 177](#); [1987 a. 286](#); [1991 a. 269, 316](#); [1993 a. 184](#); [1997 a. 150](#); [2005 a. 226](#); [2009 a. 207](#).

### **43.60 County appointments to municipal and joint public library boards.**

#### **(3)**

(a) A county chairperson, with the approval of the county board, may appoint from among the residents of the county additional members to the library board of a public library of a municipality located in whole or in part in the county, for a term of 3 years from the May 1 following the appointment, and thereafter for a term of 3 years, as follows:

1. If the annual sum appropriated by the county to the public library is equal to at least one-sixth, but less than one-third, of the annual sum appropriated to the public library by any municipality in which the public library is located during the preceding fiscal year, one additional member.
2. If the annual sum appropriated by the county to the public library is equal to at least one-third, but less than one-half, of the annual sum appropriated to the public library by any municipality in which the public library is located, 2 additional members.
3. If the annual sum appropriated by the county to the public library is equal to at least one-half, but less than two-thirds, of the annual sum appropriated to the public library by any municipality in which the public library is located, 3 additional members.
4. If the annual sum appropriated by the county to the public library is equal to at least two-thirds, but less than the annual sum appropriated to the public library by any municipality in which the public library is located, 4 additional members.
5. If the annual sum appropriated by the county to the public library is equal to at least the annual sum appropriated to the public library by any municipality in which the public library is located, 5 additional members.

(b) For a joint public library of 2 or more municipalities, the "annual sum appropriated to the public library by any municipality in which the public library is located" under par. (a) is the total sum appropriated by all of the municipalities participating in the joint library.

(c) A county chairperson may appoint a county supervisor to serve as a member of a library board of a public library of a municipality under par. (a), but no more than one county supervisor so appointed may serve on the library board at the same time.

(4) If an additional member appointed to a library board under sub. (3)(a) loses the status upon which the appointment was based, he or she ceases to be a member of the library board effective on the following May 1.

**History:** [1971 c. 152 s. 23](#); Stats. 1971 s. 43.60; [1981 c. 197](#); [1985 a. 177](#); [1989 a. 56](#); [1991 a. 269](#); [2005 a. 226](#).

**Outagamie Waupaca Library System**  
**Board of Trustees**  
February 15th, 2024, Meeting Minutes

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

PRESENT: Mitesh Ajmera, Bobbie Buchholtz, Cindy Fallona, Diane Forsythe, Michelle Frola, Peter Gilbert, Mike Hankins, Steve Hart, Wendy Hartman, Lila Malvik-Shower, Cathy Thompson, Angela Ver Voort, Veronica Woodward.

OTHERS PRESENT: Bradley Shipps, Melissa Knight, Bryan Durkee.

EXCUSED: Tyler Baeten, B Looker.

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

Frola moved, seconded by Ver Voort, to approve the January 18th, 2024, meeting minutes as presented. Motion carried.

Ver Voort moved, seconded by Forsythe, to accept the January 2024 financial report and file for audit. Motion carried.

Gilbert moved, seconded by Malvik-Shower, to approve the January 2024 and February 2024 checks numbered 33578 - 33610 inclusive in the amount of \$165,295.43 and payroll-related expenditures in the amount of \$76,181.44. Motion carried.

**DIRECTOR'S REPORT**

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

**BUSINESS**

Trustees listened to the report from Legislative Day participants.

Ver Voort moved, seconded by Frola, to approve the revised 2024 Budget and authorize spending up to \$25,000 of the OWLSnet Fund Balance on network upgrades. Motion carried.

Trustees discussed the process and timeline for revision of county library service plans. No action taken.

Trustees reviewed the Equipment Disposal Policy. No changes made.

Trustees reviewed Trustee Essentials Chapter 2: Who runs the library?

Having completed the agenda, the meeting was adjourned by Vice President Hartman at 7:02 pm.

Respectfully submitted,

Melissa Knight  
OWLS Administrative Assistant