CITY OF MERRILL

LIBRARY BOARD

AGENDA • WEDNESDAY, APRIL 16, 2025

Regular Meeting | **Community Room** | **4:00 PM**

I. Opening

1. Call to order and roll call
2. Correspondence
3. Public comment

II. Consent Items

1. Minutes of regular meeting on March 19, 2025
2. Vouchers for March 2025
3. Unaudited Monthly Income & Expense Report for March 2025
4. Monthly Statistical Report for March 2025

III. Reports/Discussion Items/Action Items

1. Discussion Item: Zander Trust Agreement Update
2. Discussion Item: Strategic Goals & Action Steps #1 Review
3. Discussion Item: Wisconsin Trustee Essential #23: Dealing with Challenges to Materials and Policies

IV. Library Director's Report

V. President's Remarks

VI. Date and Time of Next Meeting

1. May 21, 2025, @4PM in the Library Community Room

VII. Adjournment

Please call the library (715-536-7191) by noon on Wednesday if you are unable to attend.

The Library is accessible to the physically disadvantaged. If special accommodation is needed, please contact the library at the number listed above.

Our Mission: Serving the Merrill area through traditional and innovative services, T.B. Scott Free Library connects people to their community and the world, promotes literacy and civic engagement, encourages and supports life-long learning, ensures free and open access to ideas, and provides opportunities for recreation.

CITY OF MERRILL
LIBRARY BOARD
WEDNESDAY, MARCH 19, 2025 MINUTES
REGULAR MEETING COMMUNITY ROOM 4:00 PM

I. Opening

1. **Call to order and roll call -**
2. **Correspondence -** No correspondence.
3. **Public comment -** No public comment.

II. Consent Items

1. **Minutes of regular meeting on February 19, 2025**
   - A. Huftel/E. McCrank/C to approve the minutes of the regular meeting on February 19, 2025. No discussion.
2. **Vouchers of February 2025**
   - K. Breitenmoser/R. Martinovici/C to approve the Vouchers for February 2025. E. McCrank inquired about the payment to Woodson Art Museum and if that was an indication of collaboration with the museum. L. Ollhoff confirmed that it is a continued collaboration "Start with Art" that is scheduled with museum staff once a month. No further discussion.
3. **Unaudited Monthly Income & Expense Report for February 2025**
   - E. McCrank/A. Huftel/C to approve the Unaudited Monthly Income & Expense for February 2025. No discussion.
4. **Monthly Statistical Report for February 2025**
   - R. Martinovici/E. McCrank/C to approve the Monthly Statistical Report for February 2025. E. McCrank commented on DVD checkout increase. B. Rothlisberg commented on the cold weather playing factor in the numbers related to circulation. No further discussion.

III. Reports/Discussion Items/Action Items

1. **Action Item: Review and approve Loaning - Equipment & Technology Items Policy -** B. Rothlisberg/D. Dalsky/C to approve the Loaning-Equipment & Technology Items Policy. E. McCrank asked for clarification on the purpose of the revision. L. Ollhoff clarified that ALL the equipment and technology available for checkout through the Library of Things collection will require a User Agreement & Waiver to simplify the checkout process. No further discussion.
2. **Action Item: Review and approve Smoking Policy -** E. McCrank/K. Breitenmoser/C to approve the Smoking Policy. No discussion.
3. **Action Item: Review and approve Temporary Card Holder Policy -** A. Huftel/R. Martinovici/C to approve the Temporary Card Holder Policy. L.

Ollhoff clarified the purpose of the revision, which eliminated the option of visiting individuals having the ability to use family member cards. The recommendation to remove this option was made by the Wisconsin Valley Library Service to avoid legal and collection issues down the road. No further discussion.

4. **Report and Possible Action Item: Zander Trust Agreement Update and Review** - E. McCrank/R. Martinovici/C to approve the Zander Trust Agreement as prepared by Atty. Melissa Kampmann of Ruder Ware LLSC. B. Rothlisberg brought forth a concern about the legalese in the document and whether it would pertain to individuals or the group. M. Geisler addressed the concern and indicated that the Board President oversees the appointments to the committee with the Board's approval. M. Geisler went on to explain that the language contained in the trust agreement is standard language that should be included. Discussion referenced interpretation and enforceability. E. McCrank pointed out that the trustee mentioned in the document is not an individual, but the committee appointed to manage the trust. R. Martinovici explained the language used was intentional to cover all the bases and any possible situation that could occur in relationship to the enforcement of the trust document. No further discussion.

5. **Report: Introduction and review of 2024 Local Annual Report** - L. Ollhoff presented the local 2024 Annual Report for T.B.Scott Free Library for review and discussion. It is a visual presentation of all that took place at the library in 2024. No discussion.

6. **Discussion Item: Strategic Goals & Action Steps #5 Review** - Documentation was presented. No discussion.

7. **Discussion Item: Wisconsin Trustee Essential #22 Freedom of Expression and Inquiry** - Documentation was presented. No discussion.

IV. **Library Director's Report** L. Ollhoff briefly reviewed the written report, adding comments related to the following: Digital Literacy Skills Initiative Grant and related programming. A specific mention of a collaborative digital literacy workshop with the Merrill Area Public Schools and the Merrill Police Department for Saturday, May 31, 2025. WVLS Board member approval and appointment as this library's representative are scheduled to occur in May 2025. Friends of the Library Book Sale is yet to be scheduled. There is a new Book Sale Chairperson, Sarah Litzer. Memorial donations were made in the memory of one of their active members, Judy Weaver. YS Renovation is moving forward, and the library staff have been pleased with the work and communication of JAS Construction Co. Retirement announcement for Kay Andrews. New and updated AED equipment made possible through various funding sources, one of them being Aspirus Medical, will be installed over the next several months. The RFID Material Security and Patron Counter System upgrade is moving forward as originally planned. Completion date will be in Fall 2025. E. McCrank inquired about the mention of WALTCO Courier Service closing and its replacement. L. Ollhoff confirmed that it

is closed and that WVLS has contracted with Purple Mountain Courier Service. E. McCrank asked for clarification on the contract, if it is probationary or permanent. L. Ollhoff indicated that it is believed to be a probationary contract with a more permanent commitment after probation. No further discussion.

V. **President's Remarks** No remarks or discussion.

VI. **Date and Time of Next Meeting**

1. **April 16, 2025, @4PM in the Library Community Room -**

VII. **Adjournment** R. Martinovici/D. Dalsky/C to adjourn at 4:24PM.

March 2025

Company Being Paid	3/7/25 Packet	3/14/24 Packet	3/21/25 Packet	3/28/25 Packet	March 2025 Totals
Amazon		$ 2,247.90			$ 2,247.90
Ament, Mary	$ 75.00				$ 75.00
Auto-Owners Insurance		$ 3,253.00			$ 3,253.00
B&T L0280842	$ 647.34	$ 191.73	$ 221.05	$ 615.20	$ 1,675.32
B&T L4211082			$ 103.27	$ 24.37	$ 127.64
B&T L5471172		$ 41.37		$ 13.21	$ 54.58
B&T L5491882	$ 63.09	$ 25.85		$ 283.58	$ 372.52
Brenda's Piano Service	$ 120.00				$ 120.00
CDW-G	$ 50.66				$ 50.66
Cengage Learning, Inc.		$ 204.66		$ 117.62	$ 322.28
Center Point Large Print	$ 46.74				$ 46.74
Cintas		$ 238.77			$ 238.77
Clear Force Media			$ 200.00		$ 200.00
Coro Medical, LLC	$ 2,207.00				$ 2,207.00
Dave's County Market				$ 39.03	$ 39.03
Demco	$ 126.32				$ 126.32
Elan		$ 1,393.35			$ 1,393.35
E.O. Johnson Business Technologies	$ 244.80	$ 304.72			$ 549.52
Frontier			$ 123.70		$ 123.70
Gannett Wisconsin Media			$ 766.94		$ 766.94
Haenco, LLC	$ 54.49			$ 80.46	$ 134.95
Libraria		$ 129.46			$ 129.46
Library Store, The			$ 482.19		$ 482.19
Lincoln County Humane Society	$ 80.00				$ 80.00
MCHS Occupational Health	$ 332.00				$ 332.00
Merrill Ace Hardware			$ 75.52		$ 75.52
Merrill Water Utility		$ 376.77			$ 376.77
Multi Media Channels	$ 638.00				$ 638.00
Newegg Business		$ 110.97		$ 1,008.86	$ 1,119.83
Northwoods River News	$ 80.00				$ 80.00
Ollhoff, Laurie	$ 184.00				$ 184.00
Plautz, Donna	$ 62.93				$ 62.93
T.B. Scott Free Library				$ 5.11	$ 5.11
Wisconsin Library Association				$ 335.00	$ 335.00
Wisconsin Public Service		$ 3,406.21			$ 3,406.21
	$ 5,012.37	**$ 11,924.76**	**$ 1,972.67**	**$ 2,522.44**	**$ 21,432.24**

PACKET: 11755 LIBRARY - 20250307
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-005261 MARY A. AMENT						
I-20250307		MARCH 18, 2025 PERFORMANCE	75.00			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: Y		
		MARCH 18, 2025 PERFORMANCE		10 55110-03-41250	Programming - Adult	75.00
		=== VENDOR TOTALS ===	75.00			
01-000268 BAKER & TAYLOR L0280842						
I-2038874043		ACCT # 216389 L028084 2 B0000	78.73			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		ACCT # 216389 L028084 2 B00000		10 55110-13-10000	Adult Dept Fiction	66.64
		ACCT # 216389 L028084 2 B00000		10 55110-03-10500	Library Supplies	10.76
		ACCT # 216389 L028084 2 B00000		10 55110-03-11000	Postage	1.33
I-2038919999		ACCT # 216389 L028084 2 B0000	568.61			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		ACCT # 216389 L028084 2 B00000		10 55110-13-10000	Adult Dept Fiction	489.84
		ACCT # 216389 L028084 2 B00000		10 55110-03-10500	Library Supplies	68.97
		ACCT # 216389 L028084 2 B00000		10 55110-03-11000	Postage	9.80
		=== VENDOR TOTALS ===	647.34			
01-000271 BAKER & TAYLOR L5491882						
I-2038882033		ACCT # 216389 L549188 2 B0000	63.09	ANF2024-		
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		ACCT # 216389 L549188 2 B00000		10 55110-13-10100	Adult Dept Non-Fiction	56.33
		ACCT # 216389 L549188 2 B00000		10 55110-03-10500	Library Supplies	5.63
		ACCT # 216389 L549188 2 B00000		10 55110-03-11000	Postage	1.13
		=== VENDOR TOTALS ===	63.09			
01-003418 BRENDA'S PIANO SERVICE						
I-112006		GRAND PIANO TUNING	120.00			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N emailed K.W. for W-9 3/12		
		GRAND PIANO TUNING		10 55110-02-15000	Contract Services	120.00
		=== VENDOR TOTALS ===	120.00			
01-003189 CDW GOVERNMENT						
I-AC8KK7M		CUST #10937747	7.42	CS021825		
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		CUST #10937747		10 55110-15-31000	Computer Supplies	7.42

bg
3/13/25

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--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-003189 CDW GOVERNMENT		(** CONTINUED **)				
I-AC8MQ9H		CUST # 10937747	43.24	CS021825		
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		CUST # 10937747		10 55110-15-31000	Computer Supplies	43.24
		=== VENDOR TOTALS ===	50.66			
01-000274 CENTER POINT LARGE PRINT						
I-2151799		CUST # 54452	46.74			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		CUST # 54452		10 55110-13-10400	Adult Dept Large Print	46.74
		=== VENDOR TOTALS ===	46.74			
01-005335 CORO MEDICAL LLC						
I-S-ORD219313		CUST # 568917	2,207.00			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		CUST # 568917		10 55110-08-50001	Misc Rev-Special/Major P	2,207.00
		=== VENDOR TOTALS ===	2,207.00			
01-003938 DEMCO, INC.						
I-7609804		CUST # 482508000	126.32	LSYSP022		
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		CUST # 482508000		10 55110-03-41500	Progamming - Youth	60.97
		CUST # 482508000		10 55110-03-10500	Library Supplies	65.35
		=== VENDOR TOTALS ===	126.32			
01-000207 E.O. JOHNSON BUSINESS TECHNOLO						
I-INV1713940		ACCT # 6000604	244.80			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		ACCT # 6000604		26 55110-03-12650	Library Photocopier Expe	244.80
		=== VENDOR TOTALS ===	244.80			
01-005274 HAENCO LLC						
I-14333		INVOICE DATED 02/28/25	54.49			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: Y		
		INVOICE DATED 02/28/25		10 55110-03-44000	Janitor Supplies	54.49
		=== VENDOR TOTALS ===	54.49			

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--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-001776 LINCOLN COUNTY HUMANE SOCIETY						
I-20250307		CASUAL FRIDAY DONATION	80.00			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		CASUAL FRIDAY DONATION		10 55110-03-31000	Misc. - Petty Cash	80.00
		=== VENDOR TOTALS ===	80.00			
01-005223 MCHS OCCUPATIONAL HEALTH						
I-3764-36269		2/3/25 Library Exams / Tests	332.00			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		2/3/25 Library Exams / Tests		10 55110-01-54000	Health Insurance	332.00
		=== VENDOR TOTALS ===	332.00			
01-000085 MULTI MEDIA CHANNELS						
I-IN250442		ACCT # 102219	299.00			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		ACCT # 102219		10 55110-03-41000	Public Relations/Publici	299.00
I-IN251570		ACCT # 102219	339.00			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		ACCT # 102219		10 55110-03-41001	Misc Rev - Publicity	339.00
		=== VENDOR TOTALS ===	638.00			
01-001002 NORTHWOODS RIVER NEWS						
I-20250307		ACCT # 3187	80.00			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		ACCT # 3187		10 55110-13-50000	Magazines/Periodicals	80.00
		=== VENDOR TOTALS ===	80.00			
01-004280 LAURIE A. OLLHOFF						
I-20250307		LUIS ALBERTO'S REIMB	184.00			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		LUIS ALBERTO'S REIMB		10 55110-03-41751	Misc Rev-Hospitality	184.00
		=== VENDOR TOTALS ===	184.00			

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--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-004398 DONNA J PLAUTZ						
I-20250307		FEBRUARY MILEAGE	62.93			
3/07/2025	1	DUE: 3/07/2025 DISC: 3/07/2025		1099: N		
		FEBRUARY MILEAGE		10 55110-03-30500	Mileage	62.93
		=== VENDOR TOTALS ===	62.93			
		=== PACKET TOTALS ===	5,012.37			

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** T O T A L S **

INVOICE TOTALS	5,012.37
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	0.00
BATCH TOTALS	5,012.37

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET AVAILABLE	LINE ITEM OVER BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET AVAILABLE	GROUP BUDGET OVER BUDG
	2025	10 -21-0000	Accounts Payable Control	4,767.57-*						
		10 -55110-01-54000	Health Insurance	332.00	66,778	55,330.54		1,041,157	895,210.07	
		10 -55110-02-15000	Contract Services	120.00	0	120.00-	Y	1,041,157	895,422.07	
		10 -55110-03-10500	Library Supplies	150.71	7,000	6,014.34		1,041,157	895,391.36	
		10 -55110-03-11000	Postage	12.26	1,400	1,319.39		1,041,157	895,529.81	
		10 -55110-03-30500	Mileage	62.93	500	413.41		1,041,157	895,479.14	
		10 -55110-03-31000	Misc. - Petty Cash	80.00	0	0.00		1,041,157	895,462.07	
		10 -55110-03-41000	Public Relations/Publici	299.00	2,000	1,701.00		1,041,157	895,243.07	
		10 -55110-03-41001	Misc Rev - Publicity	339.00	0	634.00-	Y	1,041,157	895,203.07	
		10 -55110-03-41250	Programming - Adult	75.00	7,000	5,641.64		1,041,157	895,467.07	
		10 -55110-03-41500	Progamming - Youth	60.97	7,500	6,482.93		1,041,157	895,481.10	
		10 -55110-03-41751	Misc Rev-Hospitality	184.00	0	602.51-	Y	1,041,157	895,358.07	
		10 -55110-03-44000	Janitor Supplies	54.49	5,000	4,830.58		1,041,157	895,487.58	
		10 -55110-08-50001	Misc Rev-Special/Major P	2,207.00	0	2,671.59-	Y	1,041,157	893,335.07	
		10 -55110-13-10000	Adult Dept Fiction	556.48	9,500	7,787.43		1,041,157	894,985.59	
		10 -55110-13-10100	Adult Dept Non-Fiction	56.33	10,000	9,103.99		1,041,157	895,485.74	
		10 -55110-13-10400	Adult Dept Large Print	46.74	4,300	3,631.18		1,041,157	895,495.33	
		10 -55110-13-50000	Magazines/Periodicals	80.00	4,000	3,762.01		1,041,157	895,462.07	
		10 -55110-15-31000	Computer Supplies	50.66	1,900	1,689.79		1,041,157	895,491.41	
		26 -21-0000	Accounts Payable Control	244.80-*						
		26 -55110-03-12650	Library Photocopier Expe	244.80	0	3,758.76-	Y	0	4,000.54-	Y
		99 -14-0010	Due from General Fund	4,767.57 *						
		99 -14-0026	Due From Non-Lapsing	244.80 *						
			** 2025 YEAR TOTALS	5,012.37						

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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	3/2025	4,767.57
26	3/2025	244.80

NO ERRORS NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 11764 LIBRARY - 20250314
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-005248 AMAZON CAPITAL SERVICES, INC.						
I-11DK-LNHT-NKQD		ACCT # A29JIWFIAEUZST	42.08	NF_OS021		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # A29JIWFIAEUZST		10 55110-13-10100	Adult Dept Non-Fiction	20.68
		ACCT # A29JIWFIAEUZST		10 55110-03-10000	Office Supplies	21.40
I-13TK-TQMN-N9CP		ACCT # A29JIWFIAEUZST	44.81	YS-progr		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # A29JIWFIAEUZST		10 55110-03-41500	Progamming - Youth	44.81
I-13TK-TQMN-NFFG		Account # A29JIWFIAEUZST	51.57	CS022825		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		Account # A29JIWFIAEUZST		10 55110-15-31000	Computer Supplies	51.57
I-13XN-QYXK-N9MY		ACCT # A29JIWFIAEUZST	19.99	AP_NF112		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # A29JIWFIAEUZST		10 55110-13-10100	Adult Dept Non-Fiction	19.99
I-149Y-JW3X-N671		ACCT # A29JIWFIAEUZST	69.28	LS022625		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # A29JIWFIAEUZST		10 55110-03-10500	Library Supplies	69.28
I-14GX-HLML-N7WW		ACCT # A29JIWFIAEUZST	41.98	250303AD		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # A29JIWFIAEUZST		10 55110-03-41250	Programming - Adult	41.98
I-14PD-W4L9-N6LK		ACCT # A29JIWFIAEUZST	190.97	OS022025		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # A29JIWFIAEUZST		10 55110-03-10000	Office Supplies	190.97
I-176P-H9M9-MXL9		ACCT # A29JIWFIAEUZST	30.28	CDsMAR20		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # A29JIWFIAEUZST		10 55110-14-10200	Adult Dept CDs	30.28
I-1CTJ-TCDN-ND9M		ACCT # A29JIWFIAEUZST	75.93	YS Progr		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # A29JIWFIAEUZST		10 55110-03-41500	Progamming - Youth	75.93
I-1DCQ-W7KJ-NNVH		ACCT # A29JIWFIAEUZST	70.38	TBS-MISC		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # A29JIWFIAEUZST		10 55110-15-31000	Computer Supplies	44.39
		ACCT # A29JIWFIAEUZST		10 55110-03-10000	Office Supplies	25.99
I-1DMP-MQNP-NMTJ		ACCT # A29JIWFIAEUZST	61.93	CDsFEB20		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # A29JIWFIAEUZST		10 55110-14-10200	Adult Dept CDs	61.93

bg
3/19/25

PACKET: 11764 LIBRARY - 20250314
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-005248 AMAZON CAPITAL SERVICES, INC. (** CONTINUED **)						
I-1JTM-H1Y6-NMP7 3/14/2025	1	ACCT # A29JIWFIAEUZST DUE: 3/14/2025 DISC: 3/14/2025 ACCT # A29JIWFIAEUZST	35.97	DVDMAR20 1099: N 10 55110-14-10400	Adult Dept DVDs	35.97
I-1KJG-KTW1-NTDX 3/14/2025	1	ACCT # A29JIWFIAEUZST DUE: 3/14/2025 DISC: 3/14/2025 ACCT #	195.79	YS progr 1099: N 10 55110-03-41500	Progamming - Youth	195.79
I-1PG4-9YFW-MQWW 3/14/2025	1	ACCT # A29JIWFIAEUZST DUE: 3/14/2025 DISC: 3/14/2025 ACCT # A29JIWFIAEUZST	152.25	DVDFEB20 1099: N 10 55110-14-10400	Adult Dept DVDs	152.25
I-1QY7-LTTC-NDF6 3/14/2025	1	ACCT # A29JIWFIAEUZST DUE: 3/14/2025 DISC: 3/14/2025 ACCT # A29JIWFIAEUZST ACCT # A29JIWFIAEUZST	82.54	FebAdult 1099: N 10 55110-03-41250 10 55110-13-10000	Programming - Adult Adult Dept Fiction	47.42 35.12
I-1RJG-PGCD-N133 3/14/2025	1	ACCT #A29JIWFIAEUZST DUE: 3/14/2025 DISC: 3/14/2025 ACCT #A29JIWFIAEUZST	68.56	DVDFEB20 OS022525 1099: N 10 55110-03-10000	Office Supplies	68.56
I-1TCD-FXFY-NBDX 3/14/2025	1	ACCT # A29JIWFIAEUZST DUE: 3/14/2025 DISC: 3/14/2025 ACCT # A29JIWFIAEUZST	698.00	TBS-COMP 1099: N 10 55110-03-10000	Office Supplies	698.00
I-1TCD-FXFY-NHN9 3/14/2025	1	ACCT # A29JIWFIAEUZST DUE: 3/14/2025 DISC: 3/14/2025 ACCT # A29JIWFIAEUZST	208.43	YS-BOOKS 1099: N 10 55110-13-20000	Youth Children's Books	208.43
I-1VQF-4FY1-MVYX 3/14/2025	1	ACCT# A29JIWFIAEUZST DUE: 3/14/2025 DISC: 3/14/2025 ACCT# A29JIWFIAEUZST	79.93	TBS-COMP 1099: N 10 55110-03-10000	Office Supplies	79.93
I-1XP4-QG9L-NPTC 3/14/2025	1	ACCT # A29JIWFIAEUZST DUE: 3/14/2025 DISC: 3/14/2025 ACCT # A29JIWFIAEUZST	13.63	021225JS 1099: N 10 55110-03-44000	Janitor Supplies	13.63
I-1XRX-39TJ-ND6H 3/14/2025	1	ACCT # A29JIWFIAEUZST DUE: 3/14/2025 DISC: 3/14/2025 ACCT # A29JIWFIAEUZST	13.60	xtraFEBC 1099: N 10 55110-14-10200	Adult Dept CDs	13.60
		== VENDOR TOTALS ==	2,247.90			

PACKET: 11764 LIBRARY - 20250314
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DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-001203 AUTO-OWNERS INSURANCE						
I-30230936-250670892		POLICY # 4001379652	3,253.00			
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		POLICY # 4001379652		10 55110-05-10000	Ins.-Property, Liability	3,253.00
		=== VENDOR TOTALS ===	3,253.00			
01-000268 BAKER & TAYLOR L0280842						
I-2038909421		ACCT # 216389 L028084 2 B0000	71.06			
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # 216389 L028084 2 B00000		10 55110-13-10000	Adult Dept Fiction	62.09
		ACCT # 216389 L028084 2 B00000		10 55110-03-10500	Library Supplies	7.73
		ACCT # 216389 L028084 2 B00000		10 55110-03-11000	Postage	1.24
I-2038928839		ACCT # 216389 L028084 2 B0000	120.67	AYAT		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # 216389 L028084 2 B00000		10 55110-13-10000	Adult Dept Fiction	102.48
		ACCT # 216389 L028084 2 B00000		10 55110-03-10500	Library Supplies	16.14
		ACCT # 216389 L028084 2 B00000		10 55110-03-11000	Postage	2.05
		=== VENDOR TOTALS ===	191.73			
01-000270 BAKER & TAYLOR L5471172						
I-2038912305		ACCT #216389 L547117 2 B00000	41.37			
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT #216389 L547117 2 B00000		26 55110-03-40500	Memorial Books-Expense	41.37
		=== VENDOR TOTALS ===	41.37			
01-000271 BAKER & TAYLOR L5491882						
I-2038912203		ACCT # 216389 L549188 2 B000	25.85	ANF2025-		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # 216389 L549188 2 B0000		10 55110-13-10100	Adult Dept Non-Fiction	23.74
		ACCT # 216389 L549188 2 B0000		10 55110-03-10500	Library Supplies	1.64
		ACCT # 216389 L549188 2 B0000		10 55110-03-11000	Postage	0.47
		=== VENDOR TOTALS ===	25.85			
01-000665 CENGAGE LEARNING, INC - GALE						
I-87004882		ACCT # 153415	21.44	FEB-LCP		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # 153415		10 55110-13-10400	Adult Dept Large Print	21.44

PACKET: 11764 LIBRARY - 20250314
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---------ID--------- POST DATE	BANK CODE	---------DESCRIPTION----------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-000665 CENGAGE LEARNING, INC - GALE (** CONTINUED **)						
(86987326)						
I-ACCT #153415		ACCT #153415	183.22	MARCH-LP		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT #153415		10 55110-13-10400	Adult Dept Large Print	183.22
		== VENDOR TOTALS ==	204.66			
01-004375 CINTAS CORPORATION						
I-4223446193		PAYER # 18280979	238.77			
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		PAYER # 18280979		10 55110-02-23250	Facility Cleaning Servic	238.77
		== VENDOR TOTALS ==	238.77			
01-000207 E.O. JOHNSON BUSINESS TECHNOLO						
I-INV1715267		ACCT # 6000604	304.72			
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # 6000604		26 55110-03-12650	Library Photocopier Expe	304.72
		== VENDOR TOTALS ==	304.72			
01-000128 ELAN FINANCIAL SERVICES						
I-20250314		ACCT # 5472 1102 2200 0197	1,393.35			
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # 5472 1102 2200 0197		10 55110-03-11000	Postage	5.24
		ACCT # 5472 1102 2200 0197		10 55110-03-21000	Membership Dues	210.00
		ACCT # 5472 1102 2200 0197		10 55110-03-32000	Education & Conference	2.60
		ACCT # 5472 1102 2200 0197		10 55110-03-32001	Misc Rev - Educ & Conf	194.77
		ACCT # 5472 1102 2200 0197		10 55110-03-41250	Programming - Adult	193.97
		ACCT # 5472 1102 2200 0197		10 55110-03-41251	Misc Rev-Programming Adu	78.77
		ACCT # 5472 1102 2200 0197		10 55110-03-41500	Progamming - Youth	196.42
		ACCT # 5472 1102 2200 0197		10 55110-03-41750	Hospitality	59.02
		ACCT # 5472 1102 2200 0197		10 55110-03-41751	Misc Rev-Hospitality	20.76
		ACCT # 5472 1102 2200 0197		10 55110-13-10000	Adult Dept Fiction	24.98
		ACCT # 5472 1102 2200 0197		10 55110-13-10000	Adult Dept Fiction	40.15
		ACCT # 5472 1102 2200 0197		10 55110-15-47500	Software/Upgrades	286.45
		ACCT # 5472 1102 2200 0197		26 55110-03-40500	Memorial Books-Expense	80.22
		== VENDOR TOTALS ==	1,393.35			

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--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-005471 LIBRARIA						
I-257134		REF # 2000000951	25.15	247036		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		REF # 2000000951		10 55110-13-20100	Young Adult Books	24.95
		REF # 2000000951		10 55110-03-10500	Library Supplies	0.20
I-257465		REF # 20000001112	104.31	248018		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		REF # 20000001112		10 55110-13-20000	Youth Children's Books	97.71
		REF # 20000001112		10 55110-03-10500	Library Supplies	6.60
		=== VENDOR TOTALS ===	129.46			
01-000328 MERRILL WATER UTILITY						
I-20250314		ACCT # 112-01040-01	376.77			
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # 112-01040-01		10 55110-02-21000	Water and Sewer	376.77
		=== VENDOR TOTALS ===	376.77			
01-005479 NEWEGG BUSINESS INC.						
I-1305390578		CUST # 91945026	110.97	PCRAM3.5		
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		CUST # 91945026		10 55110-15-42500	Computer Equipment	110.97
		=== VENDOR TOTALS ===	110.97			
01-000656 WISCONSIN PUBLIC SERVICE						
I-5397956378		ACCT # 0403371156-00003	3,406.21			
3/14/2025	1	DUE: 3/14/2025 DISC: 3/14/2025		1099: N		
		ACCT # 0403371156-00003		10 55110-02-22000	Electric	1,789.36
		1616.85		10 55110-02-22500	Fuel - Natural Gas	1,616.85
		=== VENDOR TOTALS ===	3,406.21			
		=== PACKET TOTALS ===	11,924.76			

PACKET: 11764 LIBRARY - 20250314
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SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS	11,924.76
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	0.00
BATCH TOTALS	11,924.76

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET AVAILABLE	LINE ITEM OVER BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET AVAILABLE	GROUP BUDGET OVER BUDG
	2025	10 -21-0000	Accounts Payable Control	11,498.45-*						
		10 -55110-02-21000	Water and Sewer	376.77	2,080	1,703.23		1,041,156	862,923.08	
		10 -55110-02-22000	Electric	1,789.36	25,000	21,285.83		1,041,156	861,510.49	
		10 -55110-02-22500	Fuel - Natural Gas	1,616.85	25,000	21,363.00		1,041,156	861,683.00	
		10 -55110-02-23250	Facility Cleaning Servic	238.77	3,400	2,683.69		1,041,156	863,061.08	
		10 -55110-03-10000	Office Supplies	1,084.85	2,250	901.87		1,041,156	862,215.00	
		10 -55110-03-10500	Library Supplies	101.59	7,000	5,912.75		1,041,156	863,198.26	
		10 -55110-03-11000	Postage	9.00	1,400	1,310.39		1,041,156	863,290.85	
		10 -55110-03-21000	Membership Dues	210.00	500	245.00		1,041,156	863,089.85	
		10 -55110-03-32000	Education & Conference	2.60	2,000	1,997.40		1,041,156	863,297.25	
		10 -55110-03-32001	Misc Rev - Educ & Conf	194.77	0	194.77-	Y	1,041,156	863,105.08	
		10 -55110-03-41250	Programming - Adult	283.37	7,000	5,358.27		1,041,156	863,016.48	
		10 -55110-03-41251	Misc Rev-Programming Adu	78.77	0	792.53-	Y	1,041,156	863,221.08	
		10 -55110-03-41500	Progamming - Youth	512.95	7,500	5,969.98		1,041,156	862,786.90	
		10 -55110-03-41750	Hospitality	59.02	500	402.06		1,041,156	863,240.83	
		10 -55110-03-41751	Misc Rev-Hospitality	20.76	0	623.27-	Y	1,041,156	863,279.09	
		10 -55110-03-44000	Janitor Supplies	13.63	5,000	4,816.95		1,041,156	863,286.22	
		10 -55110-05-10000	Ins.-Property, Liability	3,253.00	12,000	8,621.00		1,041,156	860,046.85	
		10 -55110-13-10000	Adult Dept Fiction	264.82	9,500	7,522.61		1,041,156	863,035.03	
		10 -55110-13-10100	Adult Dept Non-Fiction	64.41	10,000	9,039.58		1,041,156	863,235.44	
		10 -55110-13-10400	Adult Dept Large Print	204.66	4,300	3,426.52		1,041,156	863,095.19	
		10 -55110-13-20000	Youth Children's Books	306.14	16,000	14,336.88		1,041,156	862,993.71	
		10 -55110-13-20100	Young Adult Books	24.95	2,500	2,290.65		1,041,156	863,274.90	
		10 -55110-14-10200	Adult Dept CDs	105.81	800	627.93		1,041,156	863,194.04	
		10 -55110-14-10400	Adult Dept DVDs	188.22	2,000	1,545.57		1,041,156	863,111.63	
		10 -55110-15-31000	Computer Supplies	95.96	1,900	1,593.83		1,041,156	863,203.89	
		10 -55110-15-42500	Computer Equipment	110.97	10,000	7,103.04		1,041,156	863,188.88	
		10 -55110-15-47500	Software/Upgrades	286.45	3,000	2,620.55		1,041,156	863,013.40	
		26 -21-0000	Accounts Payable Control	426.31-*						
		26 -55110-03-12650	Library Photocopier Expe	304.72	0	4,063.48-	Y	0	4,305.26-	Y
		26 -55110-03-40500	Memorial Books-Expense	121.59	0	363.37-	Y	0	4,122.13-	Y

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** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
		99 -14-0010	Due from General Fund	11,498.45 *						
		99 -14-0026	Due From Non-Lapsing	426.31 *						
			** 2025 YEAR TOTALS	11,924.76						

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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	3/2025	11,498.45
26	3/2025	426.31

NO ERRORS NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 11782 LIIBRARY - 20250321
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-000268 BAKER & TAYLOR L0280842						
I-2038942839		ACCT # 216389 L028084 2 B0000	221.05			
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		ACCT # 216389 L028084 2 B00000		10 55110-13-10000	Adult Dept Fiction	188.04
		ACCT # 216389 L028084 2 B00000		10 55110-03-10500	Library Supplies	29.25
		ACCT # 216389 L028084 2 B00000		10 55110-03-11000	Postage	3.76
		=== VENDOR TOTALS ===	221.05			
01-003259 BAKER & TAYLOR L4211082						
I-2038941743		ACCT # 216389 L421108 2 B0000	45.54	PB031125		
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		ACCT # 216389 L421108 2 B00000		10 55110-13-10200	Adult Dept Paperbacks	44.65
		ACCT # 216389 L421108 2 B00000		10 55110-03-11000	Postage	0.89
I-2038941744		ACCT # 216389 L421108 2 B0000	5.77	pb031125		
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		ACCT # 216389 L421108 2 B00000		10 55110-13-10200	Adult Dept Paperbacks	5.66
		ACCT # 216389 L421108 2 B00000		10 55110-03-11000	Postage	0.11
I-2038941745		ACCT # 216389 L421108 2 B0000	51.96	pb031125		
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		ACCT # 216389 L421108 2 B00000		10 55110-13-10200	Adult Dept Paperbacks	50.94
		ACCT # 216389 L421108 2 B00000		10 55110-03-11000	Postage	1.02
		=== VENDOR TOTALS ===	103.27			
01-005557 CLEAR FOCUS MEDIA, LLC						
I-15-0170		04/02/25 PRESENTATION	200.00	W9 entered, getting signed		
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: Y		
		04/02/25 PRESENTATION		10 55110-03-41250	Programming - Adult	200.00
		=== VENDOR TOTALS ===	200.00			
01-002661 FRONTIER						
I-20250321		ACCT # 715-536-7909-010384-5	123.70			
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		ACCT # 715-536-7909-010384-5		10 55110-02-25000	Telephone	123.70
		=== VENDOR TOTALS ===	123.70			

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3/28/25

PACKET: 11782 LIIBRARY - 20250321
VENDOR SET: 01 City of Merrill
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DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-004716 GANNETT WISCONSIN MEDIA #1014						
I-20250321		ACCT # DH0000372	766.94			
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		ACCT # DH0000372		10 55110-13-50000	Magazines/Periodicals	766.94
		=== VENDOR TOTALS ===	766.94			
01-005471 LIBRARIA						
I-257578		REF # 2000001113	127.50	248021		
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		REF # 2000001113		10 55110-13-20100	Young Adult Books	121.10
		REF # 2000001113		10 55110-03-10500	Library Supplies	6.40
I-257579		REF # 2000001111	354.69	248016		
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		REF # 2000001111		10 55110-13-20000	Youth Children's Books	340.89
		REF # 2000001111		10 55110-03-10500	Library Supplies	13.80
		=== VENDOR TOTALS ===	482.19			
01-000839 MERRILL ACE HARDWARE						
C-20250321		ACCT # 81867	8.40CR			
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		ACCT # 81867		10 55110-03-44000	Janitor Supplies	4.50CR
		ACCT # 81867		10 55110-03-50000	M/R-General Repair/Maint	3.10CR
		ACCT # 81867		10 55110-03-50275	M/R - Contingency	0.80CR
I-241406		ACCT # 81867	9.59			
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		ACCT # 81867		10 55110-03-50000	M/R-General Repair/Maint	9.59
I-241498		ACCT #81867	4.77			
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		ACCT #81867		10 55110-03-50000	M/R-General Repair/Maint	4.77
I-241543		ACCT # 81867	16.58			
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		ACCT # 81867		10 55110-03-50000	M/R-General Repair/Maint	16.58
I-241624		ACCT # 81867	44.99			
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		ACCT # 81867		10 55110-03-44000	Janitor Supplies	44.99
I-241831		ACCT # 81867	7.99			
3/21/2025	1	DUE: 3/21/2025 DISC: 3/21/2025		1099: N		
		ACCT # 81867		10 55110-03-50275	M/R - Contingency	7.99
		=== VENDOR TOTALS ===	75.52			
		=== PACKET TOTALS ===	1,972.67			

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** T O T A L S **

INVOICE TOTALS	1,981.07
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	8.40CR
BATCH TOTALS	1,972.67

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET AVAILABLE	LINE ITEM OVER BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET AVAILABLE	GROUP BUDGET OVER BUDG
	2025	10 -21-0000	Accounts Payable Control	1,972.67-*						
		10 -55110-02-25000	Telephone	123.70	1,350	1,008.90		1,041,156	851,677.70	
		10 -55110-03-10500	Library Supplies	49.45	7,000	5,863.30		1,041,156	851,751.95	
		10 -55110-03-11000	Postage	5.78	1,400	1,304.61		1,041,156	851,795.62	
		10 -55110-03-41250	Programming - Adult	200.00	7,000	5,158.27		1,041,156	851,601.40	
		10 -55110-03-44000	Janitor Supplies	40.49	5,000	4,776.46		1,041,156	851,760.91	
		10 -55110-03-50000	M/R-General Repair/Maint	27.84	4,000	3,837.09		1,041,156	851,773.56	
		10 -55110-03-50275	M/R - Contingency	7.19	10,000	8,470.24		1,041,156	851,794.21	
		10 -55110-13-10000	Adult Dept Fiction	188.04	9,500	7,374.72		1,041,156	851,613.36	
		10 -55110-13-10200	Adult Dept Paperbacks	101.25	750	642.46		1,041,156	851,700.15	
		10 -55110-13-20000	Youth Children's Books	340.89	16,000	13,995.99		1,041,156	851,460.51	
		10 -55110-13-20100	Young Adult Books	121.10	2,500	2,169.55		1,041,156	851,680.30	
		10 -55110-13-50000	Magazines/Periodicals	766.94	4,000	2,995.07		1,041,156	851,034.46	
		99 -14-0010	Due from General Fund	1,972.67 *						
			** 2025 YEAR TOTALS	1,972.67						

PACKET: 11782 LIIBRARY - 20250321
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	3/2025	1,972.67

NO ERRORS NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 11795 LIBRARY - 20250328
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-000268 BAKER & TAYLOR L0280842						
I-2038958145		ACCT # 216389 L028084 2 B0000	113.45			
3/28/2025	1	DUE: 3/28/2025 DISC: 3/28/2025		1099: N		
		ACCT # 216389 L028084 2 B00000		10 55110-13-10000	Adult Dept Fiction	96.43
		ACCT # 216389 L028084 2 B00000		10 55110-03-10500	Library Supplies	15.09
		ACCT # 216389 L028084 2 B00000		10 55110-03-11000	Postage	1.93
I-2038966462		ACCT # 216389 L028084 2 B0000	501.75			
3/28/2025	1	DUE: 3/28/2025 DISC: 3/28/2025		1099: N		
		ACCT # 216389 L028084 2 B00000		10 55110-13-10000	Adult Dept Fiction	429.36
		ACCT # 216389 L028084 2 B00000		10 55110-03-10500	Library Supplies	63.80
		ACCT # 216389 L028084 2 B00000		10 55110-03-11000	Postage	8.59
		=== VENDOR TOTALS ===	615.20			
01-003259 BAKER & TAYLOR L4211082						
I-2038967282		ACCT # 216389 L421108 2 B0000	18.60	PB031125		
3/28/2025	1	DUE: 3/28/2025 DISC: 3/28/2025		1099: N		
		ACCT # 216389 L421108 2 B00000		10 55110-13-10200	Adult Dept Paperbacks	18.24
		ACCT # 216389 L421108 2 B00000		10 55110-03-11000	Postage	0.36
I-2038967283		ACCT # 216389 L421108 2 B0000	5.77	PB031125		
3/28/2025	1	DUE: 3/28/2025 DISC: 3/28/2025		1099: N		
		ACCT # 216389 L421108 2 B00000		10 55110-13-10200	Adult Dept Paperbacks	5.66
		ACCT # 216389 L421108 2 B00000		10 55110-03-11000	Postage	0.11
		=== VENDOR TOTALS ===	24.37			
01-000270 BAKER & TAYLOR L5471172						
I-2038938833		ACCT # 216389 L547117 2 B0000	13.21	021325ME		
3/28/2025	1	DUE: 3/28/2025 DISC: 3/28/2025		1099: N		
		ACCT # 216389 L547117 2 B00000		26 55110-03-40500	Memorial Books-Expense	13.21
		=== VENDOR TOTALS ===	13.21			
01-000271 BAKER & TAYLOR L5491882						
I-2038938593		ACCT # 216389 L549188 2 B0000	100.20			
3/28/2025	1	DUE: 3/28/2025 DISC: 3/28/2025		1099: N		
		ACCT # 216389 L549188 2 B00000		10 55110-13-10100	Adult Dept Non-Fiction	87.44
		ACCT # 216389 L549188 2 B00000		10 55110-03-10500	Library Supplies	11.01
		ACCT # 216389 L549188 2 B00000		10 55110-03-11000	Postage	1.75
I-2038963279		ACCT # 216389 L549188 2 B0000	183.38			
3/28/2025	1	DUE: 3/28/2025 DISC: 3/28/2025		1099: N		
		ACCT # 216389 L549188 2 B00000		10 55110-13-10100	Adult Dept Non-Fiction	158.77
		ACCT # 216389 L549188 2 B00000		10 55110-03-10500	Library Supplies	21.43
		ACCT # 216389 L549188 2 B00000		10 55110-03-11000	Postage	3.18
		=== VENDOR TOTALS ===	283.58			

PACKET: 11795 LIBRARY - 20250328
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-000665 CENGAGE LEARNING, INC - GALE						
I-87063678 3/28/2025	1	ACCT # 153415 DUE: 3/28/2025 DISC: 3/28/2025 ACCT # 153415	26.64	MARCH-LP 1099: N 10 55110-13-10400	Adult Dept Large Print	26.64
I-87078142 3/28/2025	1	ACCT # 153415 DUE: 3/28/2025 DISC: 3/28/2025 ACCT # 153415	20.80	FEB-LCP 1099: N 10 55110-13-10400	Adult Dept Large Print	20.80
I-87082955 3/28/2025	1	ACCT# 153415 DUE: 3/28/2025 DISC: 3/28/2025 ACCT# 153415	70.18	MARCH-LP 1099: N 10 55110-13-10400	Adult Dept Large Print	70.18
		=== VENDOR TOTALS ===	117.62			
01-000204 DAVE'S COUNTY MARKET						
I-00037810 3/28/2025	1	ACCT # 708 DUE: 3/28/2025 DISC: 3/28/2025 ACCT # 708	8.97	062738 1099: N 10 55110-03-41250	Programming - Adult	8.97
I-00122797 3/28/2025	1	ACCT # 708 DUE: 3/28/2025 DISC: 3/28/2025 ACCT # 708	30.06	172839 1099: N 10 55110-03-41750	Hospitality	30.06
		=== VENDOR TOTALS ===	39.03			
01-005274 HAENCO LLC						
I-14496 3/28/2025	1	03/21/25 Statement DUE: 3/28/2025 DISC: 3/28/2025 03/21/25 Statement	81.00	TJ 1099: Y 10 55110-03-44000	Janitor Supplies	81.00
		=== VENDOR TOTALS ===	81.00			
01-005479 NEWEGG BUSINESS INC.						
I-1305400461 3/28/2025	1	CUST# 91945026 DUE: 3/28/2025 DISC: 3/28/2025 CUST# 91945026	183.96	YSMONITE 1099: N 10 55110-15-42500	Computer Equipment	183.96
I-1305405989 3/28/2025	1	CUST # 91945026 DUE: 3/28/2025 DISC: 3/28/2025 CUST # 91945026	183.96	YSMonite 1099: N 10 55110-15-42500	Computer Equipment	183.96
I-1305406749 3/28/2025	1	CUST # 91945026 DUE: 3/28/2025 DISC: 3/28/2025 CUST # 91945026 CUST # 91945026	640.94	Monitors 1099: N 10 55110-15-42500 10 55110-03-41001	Computer Equipment Misc Rev - Publicity	190.95 449.99
		=== VENDOR TOTALS ===	1,008.86			

PACKET: 11795 LIBRARY - 20250328
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-000276 T.B. SCOTT LIBRARY-PETTY CASH						
I-20250328		PETTY CASH REIMB	5.11			
3/28/2025	1	DUE: 3/28/2025 DISC: 3/28/2025		1099: N		
		PETTY CASH REIMB		10 55110-03-11000	Postage	5.11
		=== VENDOR TOTALS ===	5.11			
01-001060 WISCONSIN LIBRARY ASSOCIATION						
I-22819		L. OLLHOFF - WAPL CONFERENCE	335.00			
3/28/2025	1	DUE: 3/28/2025 DISC: 3/28/2025		1099: N		
		L. OLLHOFF - WAPL CONFERENCE		10 55110-03-32001	Misc Rev - Educ & Conf	335.00
		=== VENDOR TOTALS ===	335.00			
		=== PACKET TOTALS ===	2,522.98			

PACKET: 11795 LIBRARY - 20250328
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS	2,522.98
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	0.00
BATCH TOTALS	2,522.98

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET AVAILABLE	LINE ITEM OVER BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET AVAILABLE	GROUP BUDGET OVER BUDG
	2025	10 -21-0000	Accounts Payable Control	2,509.77-*						
		10 -55110-03-10500	Library Supplies	111.33	7,000	5,751.97		1,041,156	816,717.80	
		10 -55110-03-11000	Postage	21.03	1,400	1,283.58		1,041,156	816,808.10	
		10 -55110-03-32001	Misc Rev - Educ & Conf	335.00	0	529.77-	Y	1,041,156	816,494.13	
		10 -55110-03-41001	Misc Rev - Publicity	449.99	0	1,083.99-	Y	1,041,156	816,379.14	
		10 -55110-03-41250	Programming - Adult	8.97	7,000	5,149.30		1,041,156	816,820.16	
		10 -55110-03-41750	Hospitality	30.06	500	372.00		1,041,156	816,799.07	
		10 -55110-03-44000	Janitor Supplies	81.00	5,000	4,695.46		1,041,156	816,748.13	
		10 -55110-13-10000	Adult Dept Fiction	525.79	9,500	6,848.93		1,041,156	816,303.34	
		10 -55110-13-10100	Adult Dept Non-Fiction	246.21	10,000	8,753.22		1,041,156	816,582.92	
		10 -55110-13-10200	Adult Dept Paperbacks	23.90	750	618.56		1,041,156	816,805.23	
		10 -55110-13-10400	Adult Dept Large Print	117.62	4,300	3,308.90		1,041,156	816,711.51	
		10 -55110-15-42500	Computer Equipment	558.87	10,000	6,544.17		1,041,156	816,270.26	
		26 -21-0000	Accounts Payable Control	13.21-*						
		26 -55110-03-40500	Memorial Books-Expense	13.21	0	376.58-	Y	0	4,440.06-	Y
		99 -14-0010	Due from General Fund	2,509.77 *						
		99 -14-0026	Due From Non-Lapsing	13.21 *						
			** 2025 YEAR TOTALS	2,522.98						

PACKET: 11795 LIBRARY - 20250328
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	3/2025	2,509.77
26	3/2025	13.21

NO ERRORS NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

10 -General Fund
Library

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Intergovernmental					
45110-43215 Federal Grants	0.00	0.00	0.00	0.00	0.00
45110-43220 Library CARES Grant	0.00	0.00	0.00	0.00	0.00
45110-43510 CARES - COVID-19 Reimb	0.00	0.00	0.00	0.00	0.00
45110-43514 State of WI Grants	0.00	0.00	0.00	0.00	0.00
45110-43515 Federal ARPA - Am Rescue	0.00	0.00	0.00	0.00	0.00
45110-43517 WI Humanities Council	0.00	0.00	0.00	0.00	0.00
45110-43790 County Library Aid	479,475.00	0.00	238,597.41	49.76	240,877.59
TOTAL Intergovernmental	479,475.00	0.00	238,597.41	49.76	240,877.59
Public Charges-Services					
45110-46710 Library Revenue	2,500.00	226.81	582.51	23.30	1,917.49
TOTAL Public Charges-Services	2,500.00	226.81	582.51	23.30	1,917.49
Miscellaneous Revenues					
45110-48023 Sale - Library Furniture	0.00	3,000.00	6,350.00	0.00	(6,350.00)
45110-48400 Library Endowment Reimb.	0.00	0.00	0.00	0.00	0.00
45110-48450 Insurance Reimbursement	0.00	0.00	0.00	0.00	0.00
45110-48455 Friends of Lib. Reimb.	0.00	255.65	610.64	0.00	(610.64)
45110-48475 Library Programs Revenue	2,500.00	6,683.52	16,683.52	667.34	(14,183.52)
45110-48492 Merrill Foundation Donation	0.00	0.00	0.00	0.00	0.00
45110-48500 Other NG Grants/Contribution	0.00	0.00	0.00	0.00	0.00
45110-48525 Grant - Community Liaison	0.00	0.00	0.00	0.00	0.00
45110-48555 Grant - WVLS System Aid	0.00	45.00	239.77	0.00	(239.77)
45110-48750 Grant - Walmart	0.00	0.00	0.00	0.00	0.00
45110-48999 Focus on Energy Grants	0.00	0.00	0.00	0.00	0.00
TOTAL Miscellaneous Revenues	2,500.00	9,984.17	23,883.93	955.36	(21,383.93)
TOTAL REVENUES	484,475.00	10,210.98	263,063.85	54.30	221,411.15
EXPENDITURES					
Personnel Services					
55110-01-11000 Salaries - Regular	227,286.00	15,193.76	44,495.69	19.58	182,790.31
55110-01-11020 Wages - COVID Functions	0.00	0.00	0.00	0.00	0.00
55110-01-21000 Wages - Perm - Regular	419,471.00	33,273.64	99,933.05	23.82	319,537.95
55110-01-22000 Overtime	0.00	0.00	0.00	0.00	0.00
55110-01-23000 Longevity	2,955.00	0.00	722.50	24.45	2,232.50
55110-01-51000 Social Security	49,703.00	3,591.48	12,847.51	25.85	36,855.49
55110-01-52000 Retirement (WRS)	41,579.00	2,894.14	10,321.56	24.82	31,257.44
55110-01-52500 Prior Service-Debt Serv.	4,188.00	0.00	0.00	0.00	4,188.00
55110-01-54000 Health Insurance	66,778.00	5,942.23	17,057.69	25.54	49,720.31
55110-01-55000 Life Insurance	3,476.00	0.00	490.44	14.11	2,985.56
TOTAL Personnel Services	815,436.00	60,895.25	185,868.44	22.79	629,567.56

10 -General Fund
Library

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Contractual Services					
55110-02-11500 Outside Legal	0.00	0.00	0.00	0.00	0.00
55110-02-15000 Contract Services	0.00	120.00	120.00	0.00	(120.00)
55110-02-15500 Snow Removal Services	1,000.00	0.00	0.00	0.00	1,000.00
55110-02-16000 Elevator Contract/Inspect	3,500.00	0.00	0.00	0.00	3,500.00
55110-02-16250 HVAC Service	400.00	0.00	0.00	0.00	400.00
55110-02-16500 Fire/Security System Cont	2,120.00	0.00	423.00	19.95	1,697.00
55110-02-21000 Water and Sewer	2,080.00	376.77	376.77	18.11	1,703.23
55110-02-22000 Electric	25,000.00	1,789.36	3,714.17	14.86	21,285.83
55110-02-22500 Fuel - Natural Gas	25,000.00	1,616.85	3,637.00	14.55	21,363.00
55110-02-23100 Janitorial Services Contr	0.00	0.00	0.00	0.00	0.00
55110-02-23250 Facility Cleaning Service	3,400.00	238.77	716.31	21.07	2,683.69
55110-02-23500 Misc Facility/Equip Servi	0.00	0.00	0.00	0.00	0.00
55110-02-25000 Telephone	1,350.00	123.70	341.10	25.27	1,008.90
55110-02-26000 Office Equipment Service	500.00	0.00	0.00	0.00	500.00
55110-02-27000 Lost-Damaged Materials	0.00	0.00	19.00	0.00	(19.00)
TOTAL Contractual Services	64,350.00	4,265.45	9,347.35	14.53	55,002.65
Supplies & Expenses					
55110-03-10000 Office Supplies	2,250.00	1,084.85	1,348.13	59.92	901.87
55110-03-10500 Library Supplies	7,000.00	413.08	1,248.03	17.83	5,751.97
55110-03-11000 Postage	1,400.00	48.07	116.42	8.32	1,283.58
55110-03-13000 Copier/Printing	300.00	0.00	0.00	0.00	300.00
55110-03-21000 Membership Dues	500.00	210.00	255.00	51.00	245.00
55110-03-30500 Mileage	500.00	62.93	86.59	17.32	413.41
55110-03-31000 Misc. - Petty Cash	0.00	(10.00)	(90.00)	0.00	90.00
55110-03-31001 Misc Rev-Petty Cash	0.00	0.00	0.00	0.00	0.00
55110-03-32000 Education & Conference	2,000.00	2.60	2.60	0.13	1,997.40
55110-03-32001 Misc Rev - Educ & Conf	0.00	529.77	529.77	0.00	(529.77)
55110-03-41000 Public Relations/Publicit	2,000.00	299.00	299.00	14.95	1,701.00
55110-03-41001 Misc Rev - Publicity	0.00	788.99	1,083.99	0.00	(1,083.99)
55110-03-41250 Programming - Adult	7,000.00	567.34	1,850.70	26.44	5,149.30
55110-03-41251 Misc Rev-Programming Adul	0.00	78.77	792.53	0.00	(792.53)
55110-03-41500 Progamming - Youth	7,500.00	573.92	1,530.02	20.40	5,969.98
55110-03-41501 Misc Rev-Programming-Yout	0.00	0.00	120.22	0.00	(120.22)
55110-03-41750 Hospitality	500.00	89.08	128.00	25.60	372.00
55110-03-41751 Misc Rev-Hospitality	0.00	204.76	623.27	0.00	(623.27)
55110-03-44000 Janitor Supplies	5,000.00	157.57	304.00	6.08	4,696.00
55110-03-50000 M/R-General Repair/Maint.	4,000.00	27.84	162.91	4.07	3,837.09
55110-03-50001 Mis Rev-M/R General/Cont	0.00	0.00	0.00	0.00	0.00
55110-03-50275 M/R - Contingency	10,000.00	7.19	1,529.76	15.30	8,470.24
55110-03-50750 M/R- Equipment Maint.	0.00	0.00	0.00	0.00	0.00
TOTAL Supplies & Expenses	49,950.00	5,135.76	11,920.94	23.87	38,029.06
Fixed Charges					
55110-05-10000 Ins.-Property, Liability,	12,000.00	3,253.00	3,379.00	28.16	8,621.00
55110-05-50220 COVID-19 Expense	0.00	0.00	0.00	0.00	0.00
TOTAL Fixed Charges	12,000.00	3,253.00	3,379.00	28.16	8,621.00

10 -General Fund
Library

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Capital Outlay					
55110-08-50000 Special/Major Projects	0.00	0.00	243.74	0.00	(243.74)
55110-08-50001 Misc Rev-Special/Major Pr	0.00	2,207.00	2,671.59	0.00	(2,671.59)
55110-08-50500 Capital Equipment/Outlay	0.00	0.00	0.00	0.00	0.00
55110-08-50501 Misc Rev-Capital Equip/Ou	0.00	0.00	0.00	0.00	0.00
55110-08-57500 Property Damages	0.00	0.00	0.00	0.00	0.00
TOTAL Capital Outlay	0.00	2,207.00	2,915.33	0.00	(2,915.33)
Print Media - Library					
55110-13-10000 Adult Dept Fiction	9,500.00	1,494.98	2,651.07	27.91	6,848.93
55110-13-10100 Adult Dept Non-Fiction	10,000.00	407.10	1,246.78	12.47	8,753.22
55110-13-10200 Adult Dept Paperbacks	750.00	125.15	131.44	17.53	618.56
55110-13-10300 Adult Dept Reference	0.00	0.00	0.00	0.00	0.00
55110-13-10400 Adult Dept Large Print	4,300.00	369.02	991.10	23.05	3,308.90
55110-13-20000 Youth Children's Books	16,000.00	647.03	2,004.01	12.53	13,995.99
55110-13-20100 Young Adult Books	2,500.00	146.05	330.45	13.22	2,169.55
55110-13-20200 Youth Services Reference	0.00	0.00	0.00	0.00	0.00
55110-13-30000 Standing Orders	0.00	0.00	0.00	0.00	0.00
55110-13-40000 Professional Books	0.00	0.00	0.00	0.00	0.00
55110-13-50000 Magazines/Periodicals	4,000.00	846.94	1,004.93	25.12	2,995.07
55110-13-60000 Pamphlets	0.00	0.00	0.00	0.00	0.00
55110-13-75000 Misc Rev - Print	0.00	0.00	0.00	0.00	0.00
TOTAL Print Media - Library	47,050.00	4,036.27	8,359.78	17.77	38,690.22
Non-Print Media-Library					
55110-14-10000 Adult Dept Audio Books	0.00	0.00	0.00	0.00	0.00
55110-14-10100 Adult Dept Books on CD	2,000.00	0.00	0.00	0.00	2,000.00
55110-14-10200 Adult Dept CDs	800.00	105.81	172.07	21.51	627.93
55110-14-10300 Adult Dept CD-ROMs Circ.	0.00	0.00	0.00	0.00	0.00
55110-14-10301 Misc Rev-Adult Software	0.00	0.00	0.00	0.00	0.00
55110-14-10400 Adult Dept DVDs	2,000.00	188.22	454.43	22.72	1,545.57
55110-14-10500 Adult Dept Videos	0.00	0.00	0.00	0.00	0.00
55110-14-20000 Youth Audiobooks & CDs	1,500.00	0.00	124.98	8.33	1,375.02
55110-14-20100 Youth Videos, DVDs & CD-R	750.00	0.00	105.40	14.05	644.60
55110-14-30000 Microfilm	0.00	0.00	0.00	0.00	0.00
55110-14-40000 Learning Games/Story Boxe	500.00	0.00	46.93	9.39	453.07
55110-14-45000 Ebooks/Digital Content	6,620.00	0.00	0.00	0.00	6,620.00
55110-14-45001 Misc Rev-Ebooks/Digital	0.00	0.00	0.00	0.00	0.00
55110-14-45900 Misc Rev - Non-Print	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Print Media-Library	14,170.00	294.03	903.81	6.38	13,266.19
Technology					
55110-15-30000 ARPA - 2022 Allocation	0.00	0.00	0.00	0.00	0.00
55110-15-31000 Computer Supplies	1,900.00	146.62	306.17	16.11	1,593.83
55110-15-32000 Library CARES IT Expense	0.00	0.00	0.00	0.00	0.00
55110-15-32750 T1/Internet Access	1,200.00	0.00	0.00	0.00	1,200.00
55110-15-32900 Charter Fiber-VOIP	0.00	0.00	0.00	0.00	0.00
55110-15-40000 Computer/Network Maintena	3,600.00	0.00	0.00	0.00	3,600.00
55110-15-42500 Computer Equipment	10,000.00	669.84	3,455.83	34.56	6,544.17
55110-15-47500 Software/Upgrades	3,000.00	286.45	379.45	12.65	2,620.55
55110-15-70000 V-Cat Shared Automation	18,500.00	0.00	0.00	0.00	18,500.00

10 -General Fund
Library

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
55110-15-71000 Computer Contingency	0.00	0.00	0.00	0.00	0.00
TOTAL Technology	38,200.00	1,102.91	4,141.45	10.84	34,058.55
TOTAL EXPENDITURES	1,041,156.00	81,189.67	226,836.10	21.79	814,319.90
REVENUES OVER/(UNDER) EXPENDITURES	(556,681.00)	(70,978.69)	36,227.75	0.00	(592,908.75)

26 -Reserved - Non-Lapsing
T.B. Scott Library

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUES					
Intergovernmental					
45110-43690 Library State Aid	0.00	0.00	0.00	0.00	0.00
45110-43790 Cross-County Borrowing Rev.	0.00	1,410.36	4,224.95	0.00	(4,224.95)
TOTAL Intergovernmental	0.00	1,410.36	4,224.95	0.00	(4,224.95)
Public Charges-Services					
45110-46713 Library - Photocopier Rev.	0.00	450.28	1,173.65	0.00	(1,173.65)
45110-46715 Library - Vending Revenue	0.00	0.00	0.00	0.00	0.00
TOTAL Public Charges-Services	0.00	450.28	1,173.65	0.00	(1,173.65)
Miscellaneous Revenues					
45110-48250 Library Grants - Rev	0.00	0.00	0.00	0.00	0.00
45110-48257 WI Humanities - Grant	0.00	0.00	0.00	0.00	0.00
45110-48277 Summer Programs-Donations	0.00	0.00	0.00	0.00	0.00
45110-48500 Memorial Books-Revenue	0.00	124.00	364.88	0.00	(364.88)
45110-48575 Wal-Mart Grant	0.00	0.00	0.00	0.00	0.00
TOTAL Miscellaneous Revenues	0.00	124.00	364.88	0.00	(364.88)
TOTAL REVENUES	0.00	1,984.64	5,763.48	0.00	(5,763.48)
EXPENDITURES					
Supplies & Expenses					
55110-03-12600 State Aid - Expense	0.00	0.00	0.00	0.00	0.00
55110-03-12625 Cross-County - Expense	0.00	0.00	0.00	0.00	0.00
55110-03-12650 Library Photocopier Expen	0.00	549.52	4,063.48	0.00	(4,063.48)
55110-03-12675 Library Vending - Expense	0.00	0.00	0.00	0.00	0.00
55110-03-22725 Summer Programs-Expenses	0.00	0.00	0.00	0.00	0.00
55110-03-25000 Library Grants - Expense	0.00	0.00	0.00	0.00	0.00
55110-03-40500 Memorial Books-Expense	0.00	134.80	376.58	0.00	(376.58)
TOTAL Supplies & Expenses	0.00	684.32	4,440.06	0.00	(4,440.06)
TOTAL EXPENDITURES	0.00	684.32	4,440.06	0.00	(4,440.06)
REVENUES OVER/(UNDER) EXPENDITURES	0.00	1,300.32	1,323.42	0.00	(1,323.42)
FUND TOTAL REVENUES	168,737.00	79,941.41	151,208.34	89.61	17,528.66
FUND TOTAL EXPENDITURES	175,790.30	30,408.82	73,625.92	41.88	102,164.38
REVENUES OVER/(UNDER) EXPENDITURES	(7,053.30)	49,532.59	77,582.42	0.00	(84,635.72)

*** END OF REPORT ***

Monthly Statistical Report
T.B. Scott Free Library
March 2025

LIBRARY ACTIVITY	Mar 2025	Mar 2024	% Change	Mar 2023	% Change	YTD 2025	YTD 2024	% Change
Library Facility Traffic	5,610	5,445	3.0%	5,079	10.5%	16,268	16,624	-2.1%
Average Daily Traffic	216	209	3.3%	188	14.9%	223	225	-1.0%
Meetings Held	17	35	-51.4%	12	41.7%	48	79	-39.2%
Attendance	115	167	-31.1%	66	74.2%	313	358	-12.6%
Classes/Groups w/o Program	10	9	11.1%	10	0.0%	28	36	-22.2%
Attendance	157	136	15.4%	177	-11.3%	510	659	-22.6%
New Card Registrations	36	38	-5.3%	44	-18.2%	125	157	-20.4%
Volunteer Hours Worked	16	17	-5.9%	15	6.7%	47	60	-21.7%

TECHNOLOGY USE		Mar 2025	Mar 2024	% Change	Mar 2023	% Change	YTD 2025	YTD 2024	% Change
Wireless Use		1,268	1,349	-6.0%	1,536	-17.4%	3,778	4,245	-11.0%
Internet Computers	Adult	339	345	-1.7%	400	-15.3%	948	1,023	-7.3%
	Youth	60	78	-23.1%	56	7.1%	144	189	-23.8%
Other Computers	Adult	-	-	N/A	-	N/A	-	-	N/A
	Youth	132	113	16.8%	62	112.9%	370	327	13.1%
TOTAL USE		531	536	-0.9%	518	2.5%	1,462	1,539	-5.0%

PROGRAMS		Mar 2025	Mar 2024	% Change	Mar 2023	% Change	YTD 2025	YTD 2024	% Change
Programs Given	Adult	7	16	-56.3%	3	133.3%	24	52	-53.8%
	General Interest	2	4	-50.0%	N/A	N/A	6	10	-40.0%
	Teen	1	-	N/A	-	N/A	1	-	N/A
	Youth	12	14	-14.3%	17	-29.4%	28	31	-9.7%
TOTAL		22	34	-35.3%	20	10.0%	59	93	-36.6%
Program Attendance	Adult	89	169	-47.3%	51	74.5%	269	569	-52.7%
	General Interest	24	42	-42.9%	-	N/A	74	86	-14.0%
	Teen	25	-	N/A	-	N/A	25	-	N/A
	Youth	260	285	-8.8%	434	-40.1%	638	620	2.9%
TOTAL		398	496	-19.8%	485	-17.9%	1,006	1,275	-21.1%

Adult	Date	#
1 on 1 Tech Help(13 sessions)		17
Notary Public Service(5 sessions)		5
Believe and Achieve	3/11/2025	8
Ice Age Trail	3/11/2025	26
Kindhearted	3/12/2025	21
DLW - Cybersecurity	3/13/2025	13
Memory Café	3/18/2025	9
Cover to Cover	3/20/2025	5
ODC	3/25/2025	7

General Interest	Date	#
Real Writer's Group	3/8/2025	15
Library Social Hour	3/28/2025	9

Self-Directed Activities	Date	#
Little Bluebirds Club		16
Scavenger Hunt		101
Preschool Activity Bags		75
School Age Activity Bags		50
Adult Spice Bags		50

Teen	Date	#
Pizza Pillows	3/27/2025	25

Youth	Date	#
Wiggle, Giggle, Shake(4 sessions)		87
Toddler Storytime(4 sessions)		60
Start With Art	3/12/2025	51
Family Storytime	3/19/2025	3
Parkside Preschool	3/20/2025	27
Peep House	3/25/2025	32

MARCH 2025

BORROWERS		Mar 2025	Mar 2024	% Change	Mar 2023	% Change
City	Adult	3,343	3,628	-7.9%	3,941	-15.2%
	Youth	856	863	-0.8%	943	-9.2%
County	Adult	2,999	3,234	-7.3%	3,403	-11.9%
	Youth	759	774	-1.9%	858	-11.5%
Other	Adult	392	386	1.6%	383	2.3%
	*ILL	416	450	-7.6%	440	-5.5%
	Youth	73	78	-6.4%	78	-6.4%
TOTAL BORROWERS		8,838	9,413	-6.1%	10,046	-12.0%

*State of WI does not count ILL patrons in annual statistics (previously included in other adult)

Dec 2021: Purge of inactive patrons completed due to waiver of fines as a result of the "fine free" policy

Nov 2023: Purge of inactive patrons completed

Oct 2024: Purge of expired and inactive patron records that were expired and inactive over 5 years with no fines or fees as of July 1, 2024

DONATIONS	Mar 2025	Mar 2024	Mar 2023	YTD 2025	YTD 2024
Endowment Fund	$ -	$ -	$ -	$ 756	$ 1,267
Special Projects Fund	$ 75	$ 130	$ 100	$ 75	$ 282
Gifts/Memorials	$ 99	$ 177	$ 667	$ 310	$ 566

RESOURCE SHARING	Mar 2025	Mar 2024	% Change	Mar 2023	% Change	YTD 2025	YTD 2024	% Change
V-Cat Received	1,413	1,222	15.6%	1,681	-15.9%	3,933	38,115	-89.7%
V-Cat Sent	1,111	1,212	-8.3%	1,456	-23.7%	3,609	3,819	-5.5%
ILL Received	24	29	-17.2%	73	-67.1%	87	101	-13.9%
ILL Sent	108	74	45.9%	119	-9.2%	321	280	14.6%

CIRCULATION		Mar 2025	Mar 2024	% Change	Mar 2023	% Change	YTD 2025	YTD 2024	% Change
Audiobooks	Adult	148	161	-8.1%	206	-28.2%	369	530	-30.4%
	Youth	32	25	28.0%	53	-39.6%	93	109	-14.7%
Books-Fiction	Adult	2,603	2,552	2.0%	3,042	-14.4%	7,459	7,454	0.1%
	Youth	3,206	3,106	3.2%	3,185	0.7%	8,953	9,104	-1.7%
Books-Nonfiction	Adult	1,014	1,102	-8.0%	1,114	-9.0%	2,952	3,183	-7.3%
	Youth	593	713	-16.8%	930	-36.2%	1,605	2,028	-20.9%
CDs/Cassettes	Adult	95	205	-53.7%	214	-55.6%	279	477	-41.5%
	Youth	19	16	18.8%	36	-47.2%	43	36	19.4%
DVD/Blu-Ray/VHS	Adult	754	682	10.6%	892	-15.5%	2,535	2,282	11.1%
	Youth	487	456	6.8%	556	-12.4%	1,225	1,248	-1.8%
Games	Adult	4	3	33.3%	1	300.0%	13	5	160.0%
	Youth	16	45	-64.4%	66	-75.8%	52	117	-55.6%
Magazines	Adult	215	202	6.4%	260	-17.3%	665	646	2.9%
	Youth	-	-	N/A	-	N/A	-	-	N/A
Other	Adult	99	95	4.2%	86	15.1%	274	248	10.5%
	Youth	43	37	16.2%	27	59.3%	67	87	-23.0%
PHYSICAL ITEMS SUB TOTAL		9,328	9,400	-0.8%	10,668	-12.6%	26,584	27,554	-3.5%
Digital Library	Audiobooks	1,247	1,125	10.8%	1,125	10.8%	3,687	3,744	-1.5%
	eBooks	905	1,082	-16.4%	1,156	-21.7%	2,615	3,196	-18.2%
	Magazines	287	302	-5.0%	63	N/A	924	874	5.7%
	Music/Videos	-	-	N/A	-	N/A	-	-	N/A
DOWNLOADS SUB TOTAL		2,439	2,509	-2.8%	2,344	4.1%	7,226	7,814	-7.5%
TOTAL CIRCULATION		11,767	11,909	-1.2%	13,012	-9.6%	33,810	35,368	-4.4%

MATERIALS CIRCULATING	Mar 2025	Mar 2024	% Change	Mar 2023	% Change	YTD 2025	YTD 2024	% Change
% Nonprint Materials Circulated	18.2%	18.4%	-0.9%	20.0%	-9.2%	18.62%	18.7%	-0.2%
% Print Materials Circulated	81.8%	81.6%	0.2%	80.0%	2.3%	81.38%	81.3%	0.0%
% Adult Materials Circulated	52.9%	53.2%	-0.6%	54.5%	-3.0%	54.72%	53.8%	1.7%
% Youth Materials Circulated	47.1%	46.8%	0.7%	45.5%	3.6%	45.28%	46.2%	-2.0%

Goal #1: Lifelong Learning

Promote and encourage community members of all ages to discover the joy of reading and to become lifelong readers and learners.

Action Step 1.1: Maintain current programming and continue active promotion of literacy programs and events.

Measure: One new event in each department each program year.

Responsible staff: Head of Adult Services, Assistant Director/Head of Youth Services

Current Year: Youth Services offered its first Crunch Lab STEAM Kit build. Kids got to build their own air ball contraption. School age activity bags are now being offered every month with a focus on STEAM activities. AB 4/1/25. Beginning to offer iOS/Android basics workshops once a week during the month of April as part of the digital literacy grant. 4/1/25 MP.

PAST YEARS ARCHIVE: This summer Youth Services is partnering with UW-Extension 4-H and AmeriCorps to bring in new summer programming. We will have three stand alone programs focusing on literacy along with learning about dairy, plants, and harvest. Educators will also be bringing a series of programs teaching tweens/teens how to crochet. 6/4/24 AB. Twice this summer, adult/tech services will be partnering with Bug Tussel University to offer educational internet classes based on public need and interest. 6/4/24 MP. Began offering a Spice of the Month Adult Take and Make bag in September. These bags include a newsletter featuring a different spice/herb, and enough of the spice of two featured recipes. 11/2024 MP.

Action Step 1.2: Enhance library spaces that help parents and other caregivers develop early literacy skills in children age birth – 5 years.

Measure: Update floor plan configuration throughout department spaces.

Responsible staff: Assistant Director/Head of Youth Services

Current Year: New, open shelving has been installed for the Young Adult collection. The collection is more visible, accessible, aesthetically pleasing. AB 4/1/25.

PAST YEARS ARCHIVE: Because of the new activity room renovation, new, more accessible shelving options and layouts are being considered for the juvenile nonfiction collection. 6/4/24 AB.

Action Step 1.3: Provide responsive, educational opportunities for staff to grow and expand their knowledge and skills in order to support patrons as lifelong readers and learners.

Measure: Introduce one new topic of interest each calendar year for the purposes of staff development.

Responsible staff: Library Director

Current Year: Technology training for staff in January and February made possible through the PLA Digital Literacy Initiative Grant. LAO 04/09/25.

PAST YEARS ARCHIVE: January's day was all about teambuilding. As a precursor to a possible library program, staff participated in The Amazing Race-Library Style. 6/10/24 LO. February's activity focused on Herbalism and Self-Care. In order for library staff to successfully interact with library patrons and visitors, it is important for them to find healthy ways to take care of themselves. Librarianship has seen a high level of burnout in recent years. Creating awareness is key. 6/10/24 LO.

Dealing with Challenges to Materials and Policies

23

In This Trustee Essential

- The need to have a written policy to deal with challenges
- Your responsibility as a trustee in a challenge

One of the most difficult tasks you may face as a public library trustee is that of dealing with an objection to materials in the library's collection, or an objection to library policies.[5] This is why it is essential for every library to have a written policy in place that specifies how complaints will be handled, including a procedure to be used by concerned citizens.

The Challenge Policy

The policy should be written so that it calls for at least the initial steps of the process to be handled by staff; and in many, if not most, instances the issue can be resolved at that level. However, there may be times when the library board becomes involved more directly. Again, what is most important is for the board to have a policy and a corresponding procedure for dealing with either circumstance.

Regardless of the level of board involvement, it is important for you as a trustee to be committed to the principles of freedom of expression and inquiry that are fundamental to the role of public libraries. The entire community benefits collectively when democratic institutions uphold the right of access to information. Public libraries are for everyone and for every inquiry, and as such must include materials with varying points of view and a wide range of subjects. However, throughout history there have always been those who seek to limit what others may read, see, or listen to, and when this occurs in a public library setting it must be addressed thoughtfully and carefully by those ultimately responsible for all library operations, i.e., the library board.

When you became a library trustee, you may already have had considerable knowledge about intellectual freedom and censorship. However, many trustees need to learn more about these issues so that if an objection is raised they will be prepared. There are many resources; one of the most complete is the *Intellectual Freedom Manual* published by the Office for Intellectual Freedom of the American Library Association. The manual is updated frequently, and your library should have a copy of the latest edition. Other resources are listed at the end of this *Trustee Essential*. (See also *Trustee Essential #22: Freedom of Expression and Inquiry*.)

[5] While this *Trustee Essential* focuses primarily on complaints or challenges to materials, a similar procedure can be used for objections to library policies such as those governing use of meeting rooms, the Internet, etc.

The Trustee Role in Dealing with Challenges

So what is your role when a complaint against a specific book, music CD, DVD, or policy is made? In many communities (especially smaller ones) you may receive the complaint personally through a phone call or a face-to-face conversation rather than as an item of business at the next board meeting. If this happens, you will be better able to respond appropriately if there is a policy and procedure already in place.

An important first step is to communicate with the library director about the complaint, since you and your fellow trustees have, no doubt, delegated to the director the responsibility for selecting materials. This means that you should not express your own personal views to an individual citizen, but should instead refer the complaint to the director promptly. Inform the citizen that there is a policy for handling objections, and explain that you are not individually responsible for deciding what will be done. Make sure the objector understands there is a process, and that he/she has the right to use that process. See the attached *Sample Complaint/Concern Form,* which includes a sample policy for dealing with complaints.

In other instances, the complaint may be made directly to the library director, either orally or in writing. In both cases, the objection may become a formal challenge if it cannot be resolved through informal dialog. You and your fellow trustees should be informed by the director that a challenge has been received and kept informed of the steps in its resolution. Or the trustees may receive a challenge as a formal item of business, and the process will start from that point.

If a formal challenge has been received, it may become known to the general public, sometimes generating debate in the media and among other public officials. This can create great stress for library trustees, for you may be contacted for your opinion by members of the public or by the media, or even by members of the municipal board which confirmed your appointment. Again, it is your responsibility not to engage in public debate as an individual. Your library's policy for dealing with challenges should specify that all deliberations involving trustees will be made at open board meetings; it should also specify that there is an official spokesperson (often the library director, sometimes the board president) through whom all information will be given out, especially to the media.

Public Hearings

Most challenges are resolved before they become issues of public debate. Depending on your challenge policy, occasionally the library board may decide to hold a public hearing at which testimony is taken. This process must be carefully and thoroughly crafted to allow both sides of the issue to be heard, and to prevent (as much as possible) undue sensationalism. (The *Intellectual Freedom Manual* has an excellent section on planning a public hearing.) While the steps of this process need not be spelled out in your library's policy, there should be a statement that refers to the process.

If a hearing is held, it is important for trustees to listen as carefully as possible and not to participate in the debate. They should also defer any decision on the challenge until a later meeting. This meeting should be scheduled fairly soon after the hearing but allow enough time for trustees to consider the issues that have been raised in a less emotional atmosphere.

Regardless of how the challenge ultimately arrives before the trustees, it is probable that you will eventually make your views known through a vote that will decide the outcome. This is the time to make a public statement giving the reasons for your vote. Such a statement is not obligatory, but it gives trustees a forum to reiterate the principles of intellectual freedom, and why you do (or do not) support them in this instance. Once the board has decided the outcome, there is usually no further recourse for action by the challenger except a court case.

A formal challenge can be an opportunity for growth for all parties: the challenger, the library director and staff, and perhaps most of all for trustees. Having a policy in place that describes the process to be followed and the responsibilities of the various participants in a challenge will make it much easier for you and your fellow board members to deal with attempts at censorship.

Discussion Questions

1. Why is it important for a library to have a policy for dealing with challenges to library materials and policies?
2. Does your library have an adequate policy and procedure for handling challenges? Are there any ways your policy and procedure could be improved?

Sources of Additional Information

- Attached *Sample Complaint/Concern Form*
- Intellectual Freedom Manual, latest edition, published by the Office for Intellectual Freedom, American Library Association
- Your library system staff (See *Trustee Tool B: Library System Map and Contact Information.*)
- Children's Cooperative Book Center Intellectual Freedom Information Services, University of Wisconsin-Madison (for challenged children's materials) at http://ccbc.education.wisc.edu/freedom/ifservices.asp
- Division for Libraries and Technology staff (See *Trustee Tool C: Division for Libraries and Technology Contact Information.*)

Trustee Essentials: A Handbook for Wisconsin Public Library Trustees was prepared by the DLT with the assistance of the Trustee Handbook Revision Task Force.

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Sample Complaint / Concern Form *

Your complaint or concern is about (please check):

- ☐ Book
- ☐ Audio item
- ☐ Video item
- ☐ Internet website
- ☐ Library policy
- ☐ Other, please explain:

Please indicate (if relevant):
Title:
Author/Producer/URL:

What is your concern about this material, resource, or policy? (Please tell us all you can to help us understand your concerns.)

Please print your name and address:

Signature:_____

[On the back of the form, include the board-approved policy for dealing with written complaints about materials. See the next page for an example.]

* Sometimes called a material reconsideration or challenge policy.

Sample Board Policy for Handling Material Complaints / Concerns

The library director (or staff responsible for selecting materials in this area) will:

1. Examine the material, reviews, and other information about this title or similar titles.
2. Decide whether the item should be kept, moved to another section of the library, or withdrawn.*
3. Write the person who filed the complaint with a decision and explanation within ____days of receiving the complaint.

If the person who filed the complaint is not satisfied with the decision, he/she can appeal to the library board. Upon receiving an appeal, the board will:

1. Set up a committee with board members, library staff, and/or community members to examine the material.
2. Consider the committee's recommendation to the board.
3. Hold a public hearing if deemed desirable by the board.
4. Make a final decision on the material.*

*The U.S. Supreme Court has ruled that officials may not legally remove materials from a library collection "simply because they dislike the ideas contained in those books and seek by their removal to prescribe what shall be orthodox in politics, nationalism, religion or other matters of opinion."

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Library Director's Report – April 16, 2025

Events
For all upcoming events, https://tbscottlibrary.org/events
Here are some highlights of library programming:

- We filled the Community Room to the doors on Tuesday, April 15, with people very interested to here from Chad Lewis and all he knew about the Bizarre History of Wisconsin. Attendees were at the edge of their seat as he talked about all things bizarre. If there is one presenter you don't want to miss at the library, Chad Lewis, by far, is that one.
- And, of course, these are on top of all our regularly scheduled activities each month.
- Please visit our Events page on our website for up-to-date information of events and services available at the library.

Other Highlights

- IMLS Executive Order
  - Following is the communication we received from WLA on the status of this order: "WLA remains in close communication with our partners at the Wisconsin Department of Public Instruction (DPI), leaders within the 15 public library systems around the state, other state library associations, and the American Library Association (ALA).

    Last week, the ALA reported that California, Connecticut and Washington state received written notification from IMLS that their grants were cancelled. Wisconsin Attorney General Josh Kaul announced Wisconsin would join a coalition of 20 states suing over threatening cuts to IMLS, and additional statements were issued by Governor Evers and State Superintendent Jill Underly.

    Here's a recent update shared by our colleagues at DPI:
    Happy National Library Workers Day & Update on IMLS/Federal Funding

    Resources & Things You Can Do
    While we still are not sure what all of this may mean for federal funding for libraries nationally or in Wisconsin, here are some resources and suggestions for things you can do:

    - *New!* The public library systems and their marketing staff have collaborated on a website to share resources. Speak Up For Wisconsin Libraries
    - DPI Infographic - LSTA Funding: Where the Money Goes
    - Video Testimonials - The DPI is looking to humanize the impact of federal funding on our public libraries by compiling and sharing short video "testimonials." Click here for more information.
    - Email your library stories to your federal elected officials. Click here for more information and links to online congressional office portals to share your unique, personalized messages.
    - DPI webpage - Tracking Federal Funding: The Effect on Wisconsin"

- State Biennial Budget Process 2025-2027
  - Following is additional communication from WLA regarding the State Budget Process:

"Given the uncertainty surrounding federal funding, our work to support state funding for public libraries is perhaps more important now than ever before. WLA is advocating for several items in the proposed 2025-2027 state budget. *For more background on the 2025-2027 biennial budget process, please click here.*

- In January, the WLA Library Development Legislation (LD&L) Committee budget team met with legislative leaders and each member of the Joint Finance Committee (JFC), the committee that reviews all state appropriations and revenues.
- In February, a record number of attendees at the WLA Library Legislative Day shared stories and reinforced the importance of our state budget priorities.
- This month, we are recruiting participants for the four public budget hearings with the JFC taking place around the state. A big thank you to those WLA volunteers who have shared compelling testimonials and, by virtue of sheer numbers, visually demonstrated strong support for public libraries. Links to event photos and videos of testimonies are here.
- All WLA members are invited to attend these public hearings. Literally standing in a group behind your colleagues who speak earns them 5 minutes of testimony time (as opposed to only 2 minutes allotted for testimony by a person standing alone). Please get in touch with the site captains if you are available to attend one or more of the following hearings.
  - **Tuesday, APRIL 29 – Wausau"**

WVLS

- The Board of Trustees held a meeting on March 15, 2025. Attached is the WVLS Director's Report for your review.

Friends of the Library

- As of the date of this Report, a Book Sale date has not been set. I have been in constant communication with their Board.
- Their meeting is scheduled for Thursday, April 10, 2025.

Library Director's Report

- YS Renovation Project Update: We had some issues with the flooring that required it to be redone. As a result, JAS Construction had to install different flooring. While there was an additional cost for floor material required to correct the issues, JAS Construction waived the cost of this installation. The flooring situation was discussed with MSR Design, the flooring manufacturer, and JAS Construction before the decision was made to install different flooring.

- Staffing Report: Kay Andrew's last day will be Friday, April 18. A low-key recognition will be held on her last day. An offer was made to and accepted by Athena Kayler to fill the position. The anticipated start date is Tuesday, April 22, with the hopes that the pre-employment steps have all been completed.

- RFID Project Report: We are on schedule for the gate installation later this month. We will begin tagging once we receive the necessary tools from Tech Logic.

- *THE SCOTTY PAGES*: Newsletter of the T.B. Scott Free Library: Attached is the first of the Library's quarterly newsletter. The intent is to make it available in paper format and online through the Library's website and social media. Library staff will work with other community organizations to distribute throughout the area.

Director's Report

WVLS BOARD OF TRUSTEES MEETING
March 15, 2025

CORRESPONDENCE

2025 WVLS Board of Trustees Appointments

Following the election of WVLS officers during the WVLS Board of Trustees meeting in January, a press release announcing the 2025 WVLS Board Appointments was submitted to all the newspapers in the WVLS seven-county service area. The announcement also included the names of the newly elected officers and WVLS Executive Committee members.

2025 State Aid Payment

WVLS received its first 2025 state aid payment in November 2024 following the WI Dept. of Public Instruction's review and approval of the 2025 WVLS Plan of Service. A December 2024 letter from State Superintendent **Jill Underly** to WVLS Board President **Tom Bobrofsky** and forwarded to WVLS by the WI Dept. of Public Instruction's Library Services Team on January 29, 2025 confirmed the electronic transfer totaling $1,021,998.

The second and final 2025 state aid payment of $340,666 will be initiated upon completion of DPI's review and acceptance of the system's 2024 annual report and evaluation. Public library system funding is provided through the state Universal Service Fund.

Eldred Estate

WVLS signed an agreement with Jane's Estate Sales & Services LLC to conduct an on-site estate sale at the home of former WVLS Director Heather Eldred. A non-refundable downpayment was sent to the vendor in early March. The estate sale will be held Friday, March 28 – Sunday, March 30, 2025.

In Memory

Letters were sent to the families of former staff member **Barbara Fay Stein** and former WVLS trustee **Don Christianson** to let them know that $100 memorials were placed in the Carol Ruth Wessler Scholarship Fund in their honor. Barbara worked for WVLS for a brief period of time as a Senior Aide. Don Christianson served as a Marathon County Representative on the WVLS Board from 2002-2009.

The **Wessler Memorial Scholarship** was established in 1986 to honor the memory and service of Carol Wessler, the first reference librarian for our library system. All gifts to the fund remain intact and only the interest from invested funds is used for scholarship awards.

Noncompliance Matter

The Division for Libraries and Technology notified the Jean M. Thomsen Memorial Library (Stetsonville) Board of Trustees and WVLS that the newly hired library director's application for Temporary Grade 3 Wisconsin Library Certification was not approved, and that the library was out of compliance with the statutory requirements for participation in a public library system.

While the new director Ellyn Laska had earned 54 semester credits needed for Grade 3 Temporary Certification, half of those were not in the required liberal arts and science field. Courses that qualify as "liberal arts and sciences" include general knowledge and education in topics such as natural sciences, social sciences, arts, mathematics, and humanities. The applied science credits that Ellyn attained do not qualify.

Since learning of this noncompliance matter, Ellyn has enrolled in two courses that will provide the liberal arts and sciences credits needed to bring the library back into compliance. We anticipate this matter will be rectified when Ellyn completes her coursework at the end of May.

Notes of Thanks

Customer Service Course

Hi Jamie, ...I wanted to say that this has been the best continuing education experience I have had in my professional career (since 1996). The content is so extremely relevant to what I am currently involved in at our library. I am already using and sharing with my colleagues what I have learned and will continue to do so for a long time. Thank you. **–Kristi Dowell, Wichita (Kansas) Public Library Customer Services Manager** (Jamie taught "Libraries and the Customer Experience," a four-week course offered through The Information School at UW-Madison's Continuing Education program, from October 21-November 17, 2024. The course covered strategies and best practices on creating excellent customer experiences for libraries.)

Cyber Security

"I received an email this morning from a Paul Frederickson. I don't know him. There is a link in it, and it mentioned me missing a meeting [I wasn't] aware of. I did not click on it. I just want to say thank you for All of the training that has helped me be more aware of things like this." **– Krista Blomberg, Rib Lake Library**

Data Dashboard Dissections

Jamie, Marla, Erica, I'm not sure who in your system is behind these sessions for dashboard support, but I just wanted to pass along my compliments to whomever organized this! It's a creative way to help encourage data-shy folks to dip their toes – and offering an incentive is smart tool. Since the pilot is running for such a short time, it might be helpful to share this idea with other systems. Thanks. **– Jennifer Chamberlain, WiLS Executive Director**

Gale Presents: Udemy

Hello [Marla]! Please pass this along: I would like to extend a thank you to those that made Gale Presents: Udemy possible. I needed to complete a CPR course to continue teaching my Strong Bodies classes at the library. I was able to obtain the required certification plus learned some first aid techniques. Thank you! **--Teresa Hall, Loyal Public Library**

Public Library Annual Report Support

"Dear Annual Report Team at WVLS, Thank you to all who helped with Annual Report data for the Colby Community Library this year. It is a relief to have that behind us! Now, we (and you all) can move onto fun things!! You are appreciated. **–Vicky Calmes, Colby Community Library Director**

"Having done the annual report for so many years, I have my own notes. But nothing compares with the knowledge and eyes of the Annual Reports Team and the WVLS Staff support. Thank you for all you do during this stressful time of year as well as everything else you give to our libraries throughout the year. You are appreciated! **--Teresa Hall, Loyal Public Library Director**

Website Design

"Ben [Krombholz] and I are passing along our gratitude for Brendan. Brendan has offered us efficient and thorough help with website design, and we appreciate that reliable service. We're glad Brendan is a resource for us! Thanks. **–Katelyn Killian, MCPL Library Services Manager**

"Hi Erica, Just wanted to say thanks for the very nice pre-made module you had for us for the Library Love Story. I finally got around to adding it today and it was so easy, and your little video was excellent on how to do it. Thanks again." ***--Jess Dunn, Colfax Public Library***

Public Library Annual Reports – Compliance Issues and System Effectiveness

All public library annual reports were submitted to DPI by the March 1 statutory deadline. The WVLS audit of member public library 2024 annual reports revealed no issues of noncompliance. Also, all 25 member libraries indicated in the system effectiveness section of the annual report that WVLS provided effective leadership in 2024. Member public library annual reports shared the following:

> *"The library system continues to support the library. The staff is helpful and responsive."* (Granton)
> *"WVLS has once again provided excellent service and support to our library."* (Loyal)
> *"WVLS is an innovative and progressive leader. We trust this system to lead us into the future."* (Owen)
> *"The WVLS is extremely thorough and provides us with excellent direction and assistance all year long."* (Withee)
> *"The Wisconsin Valley Library System provides leadership through professional development, technology support, resource sharing, and access to information and materials."* (Crandon)
> *"In 2024, the Library System administration team and staff, once again, spent a great deal of time evaluating process and support provided to member libraries. In doing so, this library observed*

changes being made that not only improved the existing effective leadership and guidance that had been experienced in past years but has developed new and improved processes that will allow them to continue meeting the needs of all libraries in the Library System. The Library System met the needs of this library." (Merrill)

"The Demmer Library Board of Trustees agrees that the Wisconsin Valley Library Service (WVLS) provided effective leadership and adequately met the needs of the library in 2024. The library board believes that the public library system fulfilled its statutory responsibilities and effectively utilized the funding available to meet those responsibilities. WVLS continues to provide routine support for catalog and systems for circulating materials among member libraries and libraries in the state, broadband and wireless internet, email and internal file sharing, technology management and implementation, support for statistics and the annual report, as well as providing administrative and policy support for the Demmer Library director and board as needed. In 2024 WVLS supported the Demmer Memorial Library during a time of transition with both training and administrative assistance. WVLS provided extensive training and opportunities for furthering education. They facilitated a mentor/mentee partnership and provided one on one assistance when needed. WVLS continues to be a solid backbone for all integrated services provided by the Demmer Memorial Library." (Three Lakes)

STATE and REGIONAL NEWS

CCBC Receives National Recognition

The Eric Carle Museum of Picture Book Art recently announced that UW–Madison's Cooperative Children's Book Center (CCBC) has been selected to receive a 2025 Carle Honor, an award that recognizes the individuals and organizations whose creative vision and long-term dedication have had a profound effect on picture books and the vital role they play in art appreciation and early literacy.

Chaired by children's literature historian and critic Leonard S. Marcus, the selection committee recognizes four distinct awards: Artist, for lifelong innovation in the field; Angel, whose generous resources are crucial to making illustrated children's book art exhibitions, education programs, and related projects a reality; Bridge, individuals or organizations who have found inspired ways to bring the art of the picture book to larger audiences through work in other fields; and Mentor, editors, designers, and educators who champion the art form.

Recognized in the Angel category, the CCBC was lauded for its "engagement with and critical thinking about children's and young adult literature." Founded in 1963, the CCBC is a research hub serving librarians and educators in Wisconsin and beyond through its bibliographies, annual recommended list ***"CCBC Choices,"*** CCBC Diversity Statistics and support for intellectual support.

The CCBC and other honorees - Artist: George Ford; Bridge: Seattle Children's Theatre; and Mentor: Andrea Davis Pinkney - will be celebrated at the Museum's annual gala and fundraiser at The New York Historical Society in New York City on Thursday, September 25, 2025. (edited from *PW*; March 6, 2025 and Eric Carle Museum of Picture Book Art news release)

Data Dashboard Pilot Extended

In partnership with the WI Department of Public Instruction (DPI), the Wisconsin Public Library Consortium (WPLC) facilitated a statewide data dashboard pilot from September 3-December 31, 2024. During the dashboard pilot, all public library and system staff from across the state had barrier-free access to a statewide dashboard composed primarily of public library service data as gathered in Wisconsin's Annual Report from 2015-2023. Thanks to additional support from the DPI, the WPLC Data Dashboard access **has been extended until June 30, 2025.**

The dashboard can be accessed on the WPLC website at: https://wplc.info/dashboard. As part of the extended pilot, feedback is again being solicited from users about the benefits and challenges of dashboard use and the ways in which library staff utilize tools such as this one. To that end, users are provided with training materials on how to use the dashboard and different ways to consider/engage with the included data.

For any questions about the dashboard pilot, users of the dashboard can reach out to WiLS Data Analyst and Consultant **Kim Kiesewetter** at kim@wils.org.

Area Libraries Receive Grants

T.B. Scott Free Library (Merrill) **Receives Digital Literacy Workshop Grant.** Funded by a $2.7 million contribution from AT&T, the T.B. Scott Free Library and more than 130 public libraries across 42 states have been selected by the Public Library Association (PLA) to host digital literacy workshops from December 2024 – May 2025. The PLA Digital Literacy Workshop Incentive supports public libraries in their work of improving basic digital skills among families and helps to bridge the digital divide in their communities. The Digital Literacy workshops use training materials that are freely available to anyone through DigitalLearn.org and AT&T ScreenReady. They cover such topics as internet use, video conferencing, cybersecurity, and using mobile devices. Additional information about the PLA and AT&T digital literacy incentive is available on the American Library Association website.

Frances L. Simek Memorial Library (Medford) **Receives Funds to Enhance Collection.** The Center for East Asian Studies at the University of Wisconsin-Madison recently awarded nearly $15,000 in funding to the Frances L. Simek Memorial Library and 23 other libraries across Wisconsin through its most recent **"East Asia in Wisconsin Library Program" competition**. Now in its fifth year, the competition offers grants of up to $1,000 to public libraries in Wisconsin with the goal of enriching patrons' understanding of East Asia through the funding of new programming and materials. CEAS partnered with the WI Dept. of Public Instruction, the Wisconsin Library Association, and the Cooperative Children's Book Center (CCBC) to plan and promote the program. Applicants were encouraged to use a list comprised of hundreds of materials curated by UW-Madison faculty with titles about China, Tibet, Hong Kong, Taiwan, North Korea, South Korea, and Japan. The Frances L. Simek Memorial Library used its $500 grant to add materials to the collection, including manga, anime, cookbooks on Asian cuisine and travel guides.

The East Asia in Wisconsin Library Program is partially funded by a Title VI grant from the U.S. Department of Education. CEAS is the focal point connecting East Asia to the UW-Madison.
(edited from *The Star News* article, "Medford library gets East Asian grant funds," January, 29, 2025)

New Public Library Spaces

Elisha D. Smith Public Library Renovation. (Menasha), built in 1969, re-opened on February 8 with a few new bells and whistles for the community. With $3M from taxpayers and $6M from private donations, the renovated library now includes three new meeting rooms, two study rooms, a more distinct glassed in teen area, a kitchen in the basement to host interactive cooking classes, and an expansion of its makerspace. According to Library Director Brian Kopetsky, "Really, we're just trying to create a place in Menasha for our community to be proud of and hopefully become an incubator for ideas and businesses and learning." (edited from https://wtaq.com/2025/02/05/menasha-public-library-set-to-re-open-saturday-with-overhauled-community-spaces/)

New Appleton Public Library Opens. The new $40.4M Appleton Public Library opened its doors to the public on February 15. The effort to build a new library has been 17 years in the making, dating to a 2008 space-needs study that first recommended building a new library. The new library totals 93,675 square feet of space compared with 86,600 in the former library. Designed to meet the community's needs for decades, the new library features a community room for 315 people, higher ceilings and shorter bookstacks, seating and study rooms distributed throughout the building, a 90% larger space for the children's services area, two creation studios where people can produce podcasts, mix music or design software, and co-working space. The library has a geothermal system for heating and cooling that required the drilling of 70 wells beneath the library parking lot. Funds for the library project came from three sources: Appleton property taxes ($26.4M), fundraising ($12M), and the American Rescue Plan Act ($2M). (edited from article in the *Appleton Post Crescent*; January 15, 2025)

PEOPLE IN THE NEWS

WVLS Hires New Consultant

Emily Rogers has been hired as the new Public Library Services Consultant for WVLS. She comes to WVLS from the Brown County Library, where she served as Deputy Director, working across an eight-branch system to enhance programming, public services, and staff development. Prior to that, she was the Assistant Director of Public Services at Cofrin Library at the University of Wisconsin – Green Bay, focusing on community engagement and resource access. Emily replaces Kristie Hauer, who resigned from her position in November 2024 to become the new assistant director of the Nicolet Federated Library System head-quartered in Green Bay.

Welcome to the WVLS Community, Emily!

Update from Emily. Over the past few weeks, I have been immersing myself in my new role, gaining a deeper understanding of our work, priorities, and partnerships. As part of this process, I have met with DPI staff to discuss key initiatives, including youth services, workforce development, inclusive services, and gaming endeavors . These conversations have provided valuable insight into ongoing projects and future opportunities to enhance library services across the state.

Additionally, I have connected with IFLS Library System staff to learn more about the collaborative work we do and how our shared efforts contribute to the success of libraries and the communities we both serve.

I also had the opportunity to meet with WVLS staff to explore how our roles intersect and to gain a broader perspective on the many ways we support our member libraries. These discussions have helped me better appreciate the unique challenges and opportunities within the library system and reinforced the importance of continued collaboration and communication.

I am gaining a deeper understanding of the libraries served by WVLS and am in the process of scheduling visits to each location to further connect with their staff and services.

Leadership Change at JMTML

In late January, Jean M. Thomsen Memorial Library (Stetsonville) Director **Carla Huston** resigned from her position to become the director of the Black Earth Public Library (Black Earth, WI) located in the South Central Library System. Carla replaced retired director **Pat Reich** in 2013. The JMTML Board welcomed **Ellyn Laska** as the library's new director in February. WVLS wishes both colleagues all the best in their new roles!

LEANWI to Present at WAPL Conference

Title II Website Accessibility: What All Public Libraries Should Know, a presentation proposed by **Erica Brewster** and **Brendan Tuckey**, was accepted by the 2025 WAPL (Wisconsin Association for Public Libraries) Conference Planning Committee. The session will be presented at the conference on Friday, May 2, at 10:00 am.

WI Library Community Mourns Loss of a Member

WVLS learned recently that professional colleague and friend **Steve Platteter** passed away on February 27. During his 30-year career as a librarian, Steve worked in leadership roles at four Wisconsin public library systems, served as the Wisconsin Library Association (WLA) photographer for decades and was an enduring member of the WiLS Board. In 2023, his dedication was recognized with the WLA/DEMCO Librarian of the Year Award.

I had the distinct pleasure of working with Steve when he was the director of the Arrowhead Library System and Deputy Director of the Prairie Lakes Library System, and as chair of the Wisconsin Library Heritage Center Committee. Steve was a thoughtful, generous, and compassionate colleague who inspired us all to partner with others and to grow our networks to improve service. On Steve's passing, a fellow colleague said it best, "In a field filled with good people, he was among the very best." Steve's obituary is shared here.

SERVICE UPDATES

Advocacy and Marketing

Clark County Libraries' Advocacy Effort. Since the beginning of year, WVLS staff have assisted the Clark County Library Board with its efforts to find increased funding for Clark County libraries in 2026. In January, WVLS staff met with Clark County Library Board Chair **Bryce Luchterhand** to discuss home-county and potential adjacent county payments to Clark County libraries and the notion of changing county library funding law as it relates to consolidated county libraries. WVLS hosted meetings with **Representative Karen Hurd** and **Senator Jesse James** to review the county library funding law and to respond to questions. WVLS attended a Clark County Library Board meeting that brought together representatives from the Clark County Board of Supervisors, Representative Hurd, and Senator James to provide an overview of the county funding law and strategize on potential advocacy steps the Clark County Library Board and its member libraries could consider. In March, WVLS provided a Clark County library with cross-county circulation data and cost/circulation data for Marathon and Clark Counties going back to 2000.

Marketing Support Project. Jamie Matczak is working with **Peggy O'Connell** (Minocqua) and Teresa Hall (Loyal) on improving and streamlining their library's marketing efforts. The project is based on Cordelia Anderson's recorded webinar, "Back to Basics: Creating a Marketing Plan," which was shared with all WVLS member libraries in December. Project updates will be provided in future board reports.

Udemy Campaign. To create awareness among member library staff and patrons of the abundant courses available through *Gale Presents: Udemy*, WVLS is offering a tote bag give-away for all member libraries and their users this month. *Gale Presents: Udemy* is an online learning platform that connects users to video-based courses taught by leading experts in business, technology, and more. All WVLS member libraries have access to Udemy courses, and WVLS has 15 cream-colored tote bags to offer as part of this give-away.

WVLS member library staff and patrons (any age) who complete a one-hour Udemy course throughout the month of March are eligible to receive a tote bag. Participants can choose any

course that may be of interest. Once a participant shows a course of completion to library staff, their name will be entered into a drawing for a chance to win a tote bag. Winners will be announced on Thursday, April 3.

Libraries are encouraged to use or customize the promotional tools created by WVLS.

Communications

WVLS Newsletter Highlights. Published during the first week of each month, the WVLS newsletter highlights ways that member libraries are providing service and support to their communities, national library news, WVLS updates and more. Recent articles include:

- **March 2025** – WVLS Well Represented at Library Legislative Day; Donations to WVLS Advantage Collection To be Matched; Take a Course, Win a Tote Bag; Drop-in Scrabble Sees Success; WAPL Conference Scholarships Available; **"National Library Week" Coming Next Month.**
- **February 2025** – WVLS Welcomes New Staff Member; Essential Library Skills: Reference Interviews; Books Without Barriers: MCPL's Homebound Program; Gatherings Encouraged for Wild Wisconsin Conference; WVLS to Host *Keeping it Together* Monthly Discussions; Save the Dates for 2025 State Conferences.
- **January 2025** – WVLS Offering Scholarships to IUG Conference; Learning LEGO Express Ready at Withee; Guest Feature: Silent Book Club; Brewster Discusses Role at WVLS; Essential Library Skills Series: Elevator Speeches; New Guideline for WVLS Subject Email Headings.

WVLS thanks area library staff for their contributions!

Data Services

In early January and under the leadership of **Katie Zimmermann**, the WVLS Annual Reports team compiled end-of-year 2024 data to complete a pre-fill document requested by DPI's Library Services Team. Data in the pre-fill document was then uploaded to member library 2024 annual reports.

When the online annual report opened in mid-January, WVLS sent member libraries worksheets that reported circulation, collection, and technology data from the pre-fill document as well as spreadsheets to help complete income and revenue sections of the annual report.

Erica took the lead on communications/responses to member libraries and had responsibility to audit annual reports in a timely manner. All twenty-five public library annual reports were successfully submitted to the WI Department of Public Instruction on February 26, before the March 1 statutory deadline.

With that project completed, Erica and **Brenda Walenton** quickly shifted their attention to updating spreadsheets, charts and graphs for the *2024 System Information and Public Library Statistics* booklet. The draft 2024 booklet has been posted to the WVLS web page and is shared with the WVLS Board as **Exhibit 15** in this month's board meeting packet.

Delivery Services

When Waltco notified WVLS in early February of their plan to cancel delivery service to our libraries at the end of the month, WVLS immediately contacted representatives from three courier vendors to schedule on-site visits and to request price quotes for service.

By mid-February, all on-site visits had been conducted and, during the week of February 16, price quotes from all three vendors were received. As part of the evaluation and selection process, WVLS prioritized the ability of the vendor to:

- Support our existing service goals as laid out in the 2025 System Plan
- Provide that service at a cost that WVLS would be able to absorb in the 2025 budget
- Improve upon its current level of service (i.e., how able would vendor be to accommodate requests to modify routes, change schedules, etc.).

After careful review, Purple Mountain Solutions (PM) was selected to replace Waltco for the immediate future. Deciding factors were:

- PM offered to match current days for delivery, though delivery times may vary.
- PM offered to match Waltco's prices for 90 days. PM will provide an updated quote in late May/early June and WVLS will decide whether it is in our best interest to continue with their services at that time.
- Of the three vendors interviewed, PM had the largest infrastructure and ability to seamlessly modify services upon request.
- While not significant, deliveries to libraries might be by drivers they are familiar with as PM was able to hire former Waltco drivers for similar routes.

At the time of the report, WVLS and PM were in the second week of service. Staff are pleased to report there were no major hiccups during the transition from Waltco to PM. During the first week of service we contended with a snowstorm which meant library closures and last-minute notifications to PM. WVLS staff and PM took it in stride. Communication between PM and the WVLS office has been satisfactory, and they have promptly responded to our questions. Brenda made an on-site stop at the PM Weston warehouse and reported that the space was new, well-organized, and clean.

Gatherings

Youth Services Information Exchange (YSIE). The Tomahawk Public Library was originally scheduled to host an in-person YSIE on March 5 from 1:00 to 3:00 p.m. However, due to winter

weather conditions, the YSIE was transitioned to a virtual format. This shift allowed for greater participation than initially anticipated for the in-person gathering.

Colleagues from the Abbotsford, Antigo, Granton, Minocqua, Rhinelander, Three Lakes, and Wabeno libraries joined Jamie and Emily for the event. The informal agenda included an introduction to Emily as the newly hired WVLS Public Library Services Consultant, as well as key takeaways from the Power Up Conference attended by **Erica Dischinger** (Minocqua Public Library). Additionally, attendees engaged in a lively discussion on gaming and game collections, puzzles, and other library-of-things collections.

The next YSIE is scheduled to be at the Loyal Public Library in August.

March YSIE Attendees include [top row L. to R.] Emily Rogers and Jamie Matczak (WVLS), Amber Sweet (Antigo); [2nd row] Desiree Ashby (Antigo), Jasmine Hanson (Wabeno), Kay Heiting (Granton); [3rd row] Kathy Wegner (Neillsville), Jenny Jochimsen (Abbotsford) and Denise Chojnacki (Rhinelander); and [4th row] Erica Dischinger (Minocqua) and April Hansen (Three Lakes).

Keeping It Together. In January and February, WVLS staff facilitated ***Keeping It Together***, an opportunity for WVLS library directors to gather virtually once per month to discuss a topic relevant to their work with WVLS staff. After a brief presentation, library directors are invited to share their experience and insights on that topic or have an open discussion on current issues and events.

The *Keeping It Together* discussion on February 21 was on the topic of **"Patron Privacy: Libraries and Law Enforcement."** During the session, WVLS shared several valuable resources, including the Nicolet Federated Library System's Libraries and Law Enforcement guide, Privacy Tutorials for Wisconsin Public Libraries, and sample Privacy Policy and Confidentiality Agreement for staff

orientation. This led to a robust conversation on the dynamics of library interactions and relationships with local law enforcement. Directors from 11 area libraries - Edward U. Demmer Memorial Library (Three Lakes), Frances L. Simek Memorial Library (Medford), Granton Community Library, Greenwood Area Library, Loyal Public Library, Minocqua Public Library, Rhinelander District Library, T.B. Scott Free Library (Merrill), Tomahawk Public Library, Wabeno Public Library, and Western Taylor County Public Library (Gilman) – attended the online event.

"Overview of Deep Freeze" was the topic for the *Keeping It Together* discussion held on January 17. Links to an overview of Deep Freeze and Deep Freeze YouTube video were shared. Directors from Wabeno, Thorp, Greenwood, MCPL, Rhinelander, Minocqua, Three Lakes and Merrill participated in the discussion.

Grant Projects

WVLS To Offer WAPL Conference Scholarships. WVLS is awarding scholarships for its member libraries to attend the Wisconsin Association of Public Libraries (WAPL) Conference, April 30 - May 2 at the Oshkosh Marriott Waterfront Hotel & Convention Center in Oshkosh. WAPL is a division of the Wisconsin Library Association.

Valued up to $1,000, the scholarship may be used to cover some/all of the following costs:

- Conference registration (WLA member or non-member)
- Mileage reimbursement (WVLS rate) to/from the conference
- Up to 2 nights of conference lodging (April 30 and May 1)

The completed application must be sent to Jamie at jmatczak@wvls.org by 6 p.m. on Friday, March 21. Applicants will be notified on Tuesday, March 25. See the WVLS website to download an application.

IUG Conference Scholarships. Allison Greenhaw (Rhinelander District Library) and **James Bauer** (MCPL) have received WVLS Scholarships to attend the 2025 Innovative User Group (IUG) Conference in Denver, CO March 13-15. Valued at $2,500, the scholarship can be used to cover such travel expenses as conference registration, roundtrip economy class air transportation, mileage to/from airport, up to four nights of conference lodging, and IUG annual membership.

WVLS Math Grant. WVLS is pleased to announce the continuation of grant opportunities for member libraries in partnership with the Wisconsin Mathematics Council's Summer Math Adventure. This annual program is designed to keep students engaged in the joy of mathematics throughout the year by providing public libraries with ready-to-use summer math activities for their patrons.

Through this initiative, WVLS will award grants of $1,000 each to up to five libraries. Grant funds may be used to support:

- Printing program booklets
- Developing marketing and promotional materials
- Acquiring children's books or resources with a math emphasis (for the library's collection and as incentives for program participants)

This opportunity allows libraries to enhance their summer programming and encourage lifelong learning in mathematics. More information on this initiative is coming soon.

WVLS Summer Library Program Performer Grants. WVLS is once again offering a summer library performer grant to each library location. The $350 grant can be used to offset the costs of hosting a performer during the summer. To qualify for a grant, libraries should submit a signed performance contract to Emily (erogers@wvls.org) by Thursday, May 1, 2025. Thirty WVLS member libraries took advantage of this grant opportunity in 2024.

Passport Challenge Program Cancelled. As part of the 2025 WVLS Plan, WVLS explored the implementation of a system-wide library passport challenge program. However, due to competing priorities, including the launch of the summer reading program, the introduction of math grants, and the hosting of in-person workshops, WVLS has decided not to move forward with this initiative for the summer. WVLS remains interested in revisiting this initiative in the future and reassessing its objectives to ensure it aligns with system-wide goals.

In the meantime, Clark and Taylor counties have implemented passport programs within their respective counties. Emily will brainstorm with WVLS libraries on other potential projects for system-wide collaboration.

CONTINUING EDUCATION AND TRAINING

Continuing Education Opportunities

CCBC Workshop in Minocqua. WVLS and Minocqua Public Library are hosting the Cooperative Children's Book Center (CCBC) presentation, *Great New Books for Children and Teens*, on April 8 from 10:00 am - 2:30 pm. Open to library professionals and educators, this event will provide attendees with an overview of the most notable books published for youth ages 0 -18. Participants will also have the opportunity for a hands-on review of the selected titles from *CCBC Choices 2025*. Lunch will be provided, courtesy of WVLS. While registration is open until March 31, space is limited, and early registration is encouraged. Question about the event can be directed to Emily at erogers@wvls.org.

Spring 2025 Webinar Series. Due to limited planning time, a unanimous decision was made among system continuing education consultants to apply 2025 LSTA grant funds earmarked for the Spring Webinar Series to use toward continuing education for "HR for Library Leaders." **Angela Schneider** (Winnefox Library System) and **Leah Langby** (IFLS Library System) are leading this project and will share updates at future consultant meetings.

2025 Wild Wisconsin Winter Web Conference Recap. The Wild Wisconsin Winter Web Conference took place January 22-23, 2025, and was an enormous success. There were 14 presentations over the two days, focused on library management, reference and readers' advisory, small libraries, and internal communications. Total attendance for the conference was 1,318, with an average of 94 attendees per session. Feedback for the conference was positive. Participants stated:

- *Thank you SO much for the great tips & advice. I can't wait to share with my staff!*
- *Thank you! What a great start to Wild Wisconsin!*
- *I just learned about this way of doing performance reviews from this really great webinar!"*
- *Thank you so much for acknowledging neurodivergent people and the way they process information. This is so important!*
- *Thank you for your wonderful statewide leadership for our libraries! I particularly enjoyed this year's WWWW Conference – lots of management topics for me and our middle managers.*

Conference presenters gave kudos to the conference planning team of Jamie Matczak, Leah Langby (IFLS Library System) and **Jean Anderson** (South Central Library System).

- *Thanks Jamie, I always appreciate how organized and professional everything is behind the scenes. I'm grateful for another opportunity to work with everyone at WWWWC! You and the team set presenters up for success!*
- *Thanks so much for having me! I can't wait to watch some of the other presentations and look forward to seeing the feedback!*

Slides and videos of the 14 one-hour sessions may be found on the Wild Wisconsin Winter Web Conference website under "Post Conference Resources." Next year's Wild Wisconsin Winter Web conference will be held January 21-22, 2026.

Presentations and Trainings

Matczak Presents on "Giving Great Service." WVLS Education Consultant Jamie Matczak has given many presentations on "Giving Great Service" so far in 2025:

- January 28 - Green Lake: Winnefox Library System Training Day geared toward 30 directors and managers in the system.

- January 29 - Stevens Point: Wisconsin Interscholastic Athletic Association (WIAA) Staff Development Training for a staff of 20 people.
- February 13 - online: Power Up: A Leadership Conference for Youth Services Managers and Staff. Sponsored by The Information School at UW-Madison.
- February 18 - Fond du Lac: Winnefox Library System's "Clerkapalooza" Training Day geared toward 15 library clerks and support staff.
- February 20 - online: Robbins Library, (located in Arlington, Massachusetts) Staff Development Day for staff of 40 people.

In 2024, Jamie completed two national trainings on customer service: *Disney's Approach to Quality Service* through the Disney Institute in Anaheim, California and *ZingTrain's The Art of Giving Great Service* in Ann Arbor, Michigan.

V-Cat Training. A menu of available V-Cat/Sierra/Aspen training sessions is available on the V-Cat Training page. Training is offered upon request. When provided virtually, the training is open to all interested library staff. If the training is in person, staff at neighboring libraries may be invited to attend. Since it was last reported, Katie and **Rachel Metzler** have provided the following trainings:

- November 6, 2024 - Cataloging training (virtual) for T.B. Scott Free Library (Merrill) on how to catalog split DVD/Blu-ray combo packs
- December 2, 2024 – V-Cat Circulation, Patron Record, Cataloging I, Sierra for WISCAT Interlibrary Loan, and General Sierra Training at Antigo Public Library
- December 23, 2024 - V-Cat Circulation Training at Antigo Public Library
- December 30, 2024 – Cataloging and Interlibrary Loan Training for staff with new duties at T.B. Scott Free Library (Merrill)
- January 30 - V-Cat Orientation with new Support Services Manager at MCPL
- February 7 - V-Cat Book Club guideline and procedures virtual training for new Antigo Public Library's new Access Services Coordinator
- February 14 - V-Cat Cataloging I - Attaching Items virtual training
- February 21 - V-Cat Cataloging II - MARC Alerts virtual training
- February 27 - Sierra for WISCAT Interlibrary Loan virtual training

Website Trainings. Erica continues to present four regular website trainings, two topic trainings and two open office-hour drop-in trainings each month to member library staff in IFLS, NWLS, WRLS and WVLS. January and February topic trainings focused on a combination of website accessibility and design and introducing the new Divi Supreme Pro plugin features. She also presented a Library Love Story module training for IFLS libraires and two Website 101 sessions for new website managers (McIntosh Memorial Library and Alma Public Library). A total of 96 people attended these trainings and Website Accessibility Learning Group meetings held in January and February.

January – February 2025

- January 13 – Website Office Hour: Using Divi Theme Options to create a Default Site Palette

- January 15 – Website 201: [Just] Beyond the Basics
- January 16 – Website 201: [Just] Beyond the Basics
- January 16 – Website Office Hour: Introduction – Divi Supreme Pro Plugin
- January 21 – Website Accessibility Learning Group
- February 10 – Using Divi Supreme Pro to Improve Website Accessibility
- February 18 - System/Public Library Website Accessibility Learning Group meeting
- February 19 - Website Office Hour: Website 201 [Just] Beyond the Basics
- February 20 - Website Office Hour: Website 201 [Just] Beyond the Basics
- February 20 - Website Office Hour: Scheduling Elements with the Divi Supreme Pro Plugin

March – May 2025

- March 10 - Website Office Hour: Divi 101
- March 18 - System/Public Library Website Accessibility Learning Group meeting
- March 19 - Website Office Hour: Website 201 [Just] Beyond the Basics
- March 20 - Website Office Hour: Website 201 [Just] Beyond the Basics
- March 20 - Website Office Hour: Creating a Divi Practice Page
- April 14 - Website Office Hour
- April 15 - System/Public Library Website Accessibility Learning Group meeting
- April 16 - Website Office Hour: Website 201 [Just] Beyond the Basics
- April 17 - Website Office Hour: Website 201 [Just] Beyond the Basics
- April 17 - Website Office Hour
- May 12 - Website Office Hour
- May 15 - Website Office Hour: Website 201 [Just] Beyond the Basics
- May 15 - Website Office Hour
- May 20 - System/Public Library Website Accessibility Learning Group meeting
- May 21 - Website Office Hour: Website 201 [Just] Beyond the Basics

Orientation for New Member Colleague. Erica met with new library director Ellyn Laska (Jean M. Thomsen Memorial Library, Stetsonville) on February 27 for an initial library technology orientation. The orientation provided a high-level overview of WVLS technology support including introduction to the help desk email, orientation to resources on the WVLS website, WVLS staff contacts, and Deep Freeze training for her and other library staff.

NEW *Digital Bytes*. Since the report to the WVLS Board in November, *Digital Bytes* have been developed for member libraries on the new WVLS Email Guideline, Privacy in Public Libraries. and Reference Interviews.

ILS ADMINISTRATION

Council and Committee Meeting Highlights

V-Cat Bibliographic and Interface Committee. During its meeting on February 25, the committee considered the expansion of the Material Type table in Sierra and how to improve the

display of unnecessary series entries in Aspen. The Committee also decided to remove subject headings coming from vendors that are not part of a controlled vocabulary and are cluttering bibliographic records in our database.

V-Cat Cooperative Circulation Committee. The meeting on March 7 planned discussions on the V-Cat high demand recommendation and procedures, guidelines for short term/temporary library card applications, library card application translations and handling fines at a fine free library when items are checked out at other libraries.

V-Cat Council. At the February 6 V-Cat Council meeting, a Revised 2025 V-Cat Appropriations Plan was approved to designate remaining 2024 funds to develop automated cataloging and database clean up processes and increase the supplies budget. Katelyn Killian (MCPL) was elected as the 2025 V-Cat Chair Elect / 2026 V-Cat Chair. **Rita Ludvigsen** (WTCPL/Gilman) is the 2025 V-Cat Chair, and **Janay Ziebell** (Neillsville) is Past V-Cat Chair. We thank Janay for the leadership she provided!

Other highlights from the meeting are shared later in the meeting as **Exhibits 14a and 14b**.

V-Cat Project Highlights

V-Cat Strategic Planning Survey. Staff at member libraries and WVLS were asked to complete a V-Cat Survey that was sent to them in February. Feedback will be used to shape how V-Cat member libraries work together and share resources with library users. Survey responses were received from 23 libraries. Analysis of the responses is in progress and a summary of results will be shared with the V-Cat Steering Committee, WVLS Board of Trustees, and V-Cat Council during forthcoming meetings.

Draft 2026 V-Cat Budget. WVLS is in the process of developing a draft V-Cat budget for 2026, which will be shared with the V-Cat Steering Committee, WVLS Board of Trustees, and V-Cat Council during forthcoming meetings.

ILS Administration Support. The following are examples of ILS Administration Support that was provided to V-Cat Libraries between November 2024 - February 2025:

- Aspen cover image support (multiple libraries)
- Aspen error support (multiple libraries)
- Aspen genealogy configuration support (MCPL)
- Aspen indexing support (multiple libraries)
- Aspen patron experience support for library staff (multiple libraries)
- Aspen record grouping support (multiple libraries)
- Aspen Series display support (multiple libraries)

- Aspen support for collection promotion (Browse Category, Collection Spotlight, and Lists)(multiple libraries)
- Cataloging support for library of things collections (multiple libraries)
- Clarification of V-Cat guidelines and procedures Book Clubs (multiple libraries)
- Clarification of V-Cat guidelines and procedures for damaged materials (multiple libraries)
- Clarifications about V-Cat guidelines for patron records and patron record fields (multiple libraries)
- Collection reports for analysis (Rib Lake, Rhinelander)
- Collection reports for weeding (Neillsville)
- General report support (Antigo)
- Inventory report request (Colby)
- Item deletion report support (Merrill)
- Monthly circulation totals report (all V-Cat libraries)
- Monthly item reports (all V-Cat libraries)
- New Sierra EDI vendor setup and support (MCPL)
- OCLC bibliographic utility support (multiple libraries)
- Potentially counterfeit item support (multiple libraries)
- Receipt printer configuration and support (Abbotsford)
- Requests for new or updated location codes (Abbotsford, Antigo)
- Shoutbomb text message circulation notices support (multiple libraries)
- Shoutbomb voice phone message circulation notices support (multiple libraries)
- Sierra Acquisitions support (MCPL)
- Sierra cataloging support (multiple libraries)
- Sierra email circulation notices support (Medford)
- Sierra holds shelf receipt configuration and support (MCPL)
- Sierra interlibrary loan support (multiple libraries)
- Sierra new record template support (Antigo)
- Sierra Offline Circulation file processing support (Rhinelander)
- Sierra password, account, and permission changes (multiple libraries)
- Sierra patron record report support (Gilman)
- Sierra reports for nonresident circulation (multiple libraries)
- Sierra support and configuration for bibliographic and item records from vendors (MCPL)
- Sierra support and configuration for library of things collections (multiple libraries)
- Spine label configuration and support (Medford, Rib Lake, MCPL)
- System adjustments for planned and unexpected library closures (multiple libraries)
- V-Cat budget adjustments and clarification (multiple libraries)

TECHNOLOGY PROJECTS OVERVIEW

LEANWI Partnership, Collaborative Projects, and Core Infrastructure Support

LEAN WI Core Infrastructure. Under the governance of WVLS, efforts are in-progress to investigate and prepare for the next lifecycle(s) of the two multi-system collaborations: Data

Backup and Digital Content Archiving. Operational Backup services and Digitization Archival supporting services were originally comingled but then distinguished as two separate services. They will likely be separated into two distinct services with separate product sets utilized at the infrastructure level in the next lifecycle.

The TEACH Network migration continues with 61 of 83 endpoints completed in the LEANWI footprint. TTU (Test and Turn Up) events are largely successful once they start, though many still take longer than anticipated due to minute issues that manifest case by case within the complexity of the comingled BadgerNet and TEACH Network fabrics. WVLS still has four sites that need to be completed: three awaiting contractual service relationships between the TEACH Network Managed Service Provider (MSP) and local carriers, and the WVLS aggregation circuit which will be scheduled after those three remaining sites are completed.

LEAN WI Service Explorations. We are on hold with the review process for the eventual Microsoft licensing program changes that will affect LEANWI partners. We will continue the investigation once we better understand how Microsoft honors the long-term allowance for existing programs such as that held by LEANWI partners, which appears as though it may be honored until at least 2031. Whenever the inevitable migration program comes, we do intend to be prepared and to ensure our member libraries are prepared to budget for any new costs which may be forced upon us by these changes. We also continue to monitor our Microsoft 365 tenancy, currently under an academic program, for indications of the initiation of a mandatory migration to the charity program (e.g., for non-profits).

Last year, the LEANWI Partnership announced to peer Library System technology managers that it has begun reviewing Faronics Deep Freeze licensing raising the opportunity for a broader multi-system collaboration. The LEANWI five-year maintenance term with Faronics expires in November 2025. Initial quotes back from Faronics indicate that LEANWI will likely engage in another multi-year agreement to extend Deep Freeze licensing for members. Negotiations to narrow the initial quotes are in progress. LEANWI would like to have the next agreement secured well in advance of the November 2025 expiration.

In November it was reported that LEANWI Partners intend to reboot and complete the development of an erate Consortium Entity within the Erate Productivity Center (EPC), modeling the approach the TEACH program uses to manage a several-hundred large "BadgerNet" consortium for schools and libraries in the state. The initial purpose was to support a joint consortial application to erate for member libraries that host mobile hotspot lending services. The partnership is still working toward the goal of establishing the consortium, though we are closely monitoring federal level communications for indications of a retraction of erate support for mobile hotspots and proceeding with caution. LEANWI partners will continue to review and assess options for supporting those libraries that wish to continue mobile-hotspot lending programs.

LEANWI Website Services

Website Development. Brendan continues developing new websites and rebuilding or updating older sites upon request. All websites are designed in collaboration with the individual library and with website accessibility and Divi best practices.

Newly deployed websites: McIntosh Memorial Library (Viroqua/WRLS)
Websites under review: Alma Public Library, Whitehall Public Library (WRLS)

2025 Website Development to date

On deck	New design (current)	Rebuild (current)	Deployed
2	0	0	1

Website Services. Brendan continues developing and maintaining several website services:

Moving towards public release of the LEANWI-Book-A-Room plugin. This plugin will allow library users and staff to book and manage meeting room reservations through their websites. Somerset Library is looking to implement the plugin for their patrons in the first week of March. Two other potential early adopters (libraries in Eagle River and Menomonie) are interested libraries as possible early adopters. Plugins will be installed on those sites in March for possible implementation in April.

Event booking plugin. This plugin will allow library patrons to register for events online and allow library staff to manage online registration. Most core functionality has been completed indicating that the project could be a viable one. There is mostly cleanup to do in March and hopefully some beta testing is possible with interested libraries in April.

The Online Resources page continues to be updated and maintained. Only minor updates have been necessary and were able to be made efficiently under the system we have created. Further roll-out to WRLS websites continues and monthly "click counts" are now being reported for WRLS in addition to IFLS, NWLS, and WVLS.

ADA Compliance. With our intention to evaluate tools and practices to best implement ADA requirements on our library websites, the UserWay product was evaluated on six sites in January. Overall, the product performed well, and we are considering its potential future use as we also look into what other methods, we can use for ADA compliance.

We created a training document and led a training session giving instructions for how to make a library's Divi website ADA compliant. We have a core of library webmasters (Website Accessibility Learning Group) who helped us with this.

Internal Projects, Library Projects, and Core Services Support

Procurement and Asset Inventory. The WVLS tech team has wrapped up the 2024 procurement cycle and is just beginning the process for 2025. 82 computers were replaced in 2024 at 21 of 23 libraries (procurement management does not include MCPL or T.B. Scott [Merrill] libraries which continue to manage their own). Ten computers were staged in 2024 and were installed in January 2025 at Wabeno, Westboro, and Withee. Four more computers have been staged for Three Lakes and six are on order for Rhinelander so far in 2025.

Assets as of 01/2024*	Assets as of 01/2025*
WVLS IT staff currently supports end user **285** devices (laptops, PCs) at these locations (**average of 11.4 per location**).	WVLS IT staff currently supports end user **259** devices (laptops, PCs) at these locations (**average of 10.9 per location**). - 132 are public PCs (average 5.5 per location) - 220/259 (85% purchased through WVLS procurement process) - 40/259 are laptops.
154 of 285 (54%) of devices are past their end of warranty date. 119 of the 285 devices were purchased 5 or more years ago (prior to 2019).	70 of 259 (27%) of devices are past their end of warranty date. 88 of the 259 devices were purchased 5 or more years ago (prior to 2020).
158 of 285 (55.4%) devices are running Windows 10 or older operating systems. Windows 10 will not be supported after October 2025; most of these devices can't be upgraded to Windows 11 and will present a potential security risk after Windows 10 support ceases.	**69 of 259 (26.6%) devices are running Windows 10 or older operating systems.** Windows 10 will not be supported after October 2025; most of these devices can't be upgraded to Windows 11 and will present a potential security risk after Windows 10 support ceases.
* Does not include MCPL, T.B. Scott, WVLS staff computers	

Projects and Services

- The Wabeno Public Library added Princh printing service in January.
- WVLS is piloting a closed-circuit TV (CCTV) style video camera and network video recording (NVR) product, in the same family as the local networking equipment LEANWI supports, with a member library that expressed need for cameras and interest in helping evaluate this product set out.
- The TB Scott Free Library (Merrill) is having a new network-connected gate system installed at its main entrance.
- MCPL is nearly finished with the deployment of new public computers (utilizing Faronics Deep Freeze and Pharos Signup) at the Wausau headquarters and each branch.
- Antigo Public Library will be utilizing a mobile hotspot for its bookmobile, though that type of utilization precludes the data-service for that plan from being eligible for federal grant support.

Project Tracking

Member site	Asset Inventory	Network inventory	Replace Edge Router Lite	DF Central Console	Pharos	Princh
a1 Antigo	complete	in progress	complete	complete	complete	complete
a4 White Lake	complete	complete	complete	complete	n/a	n/a
ab Abbotsford	complete	in progress	complete	complete	complete	interested
co Colby	complete	in progress	complete	complete	interested	interested
cr Crandon	complete	complete	pending	complete	no	no
do Dorchester	in progress	pending	pending	in progress	no	no
ga Granton	in progress	complete	complete	complete	no	complete
ge Greenwood	complete	complete	complete	complete	no	no
gi Gilman	in progress	pending	complete	complete	interested	interested
la Laona	complete	pending	pending	in progress	no	no
lo Loyal	complete	pending	pending	complete	no	complete
m1 Wausau	pending	pending	n/a	complete	in progress	complete
m2 Athens	pending	pending	n/a	complete	in progress	complete
m3 Edgar	pending	pending	n/a	complete	in progress	complete
m4 Hatley	pending	pending	n/a	complete	in progress	complete
m5 Marathon City	pending	pending	n/a	complete	in progress	complete
m6 Mosinee	pending	pending	n/a	complete	in progress	complete
m7 Rothschild	pending	pending	n/a	complete	complete	complete
m8 Spencer	pending	pending	n/a	complete	in progress	complete
m9 Stratford	pending	pending	n/a	complete	in progress	complete
me Medford	complete	pending	complete	complete	complete	complete

mi Minocqua	complete	in progress	pending	complete	interested	complete
mr Merrill	in progress	complete	complete	complete	Cassie	complete
ne Neillsville	complete	complete	complete	complete	interested	complete
ow Owen	complete	in progress	complete	complete	interested	interested
rh Rhinelander	complete	pending	complete	complete	complete	interested
rl Rib Lake	complete	complete	pending	complete	complete	no
st Stetsonville	complete	in progress	complete	complete	no	no
th Thorp	complete	pending	pending	complete	no	complete
tl Three Lakes	complete	complete	complete	complete	no	complete
to Tomahawk	complete	pending	complete	complete	no	no
wa Wabeno	in progress	in progress	pending	complete	no	complete
we Westboro	in progress	complete	pending	complete	no	no
wi Withee	in progress	in progress	complete	complete	no	no

TEACH Internet Migration Update. Eight libraries have had successful network migrations since the beginning of the year. Three libraries and the WVLS headend remain to be migrated. Two more sites have successfully been upgraded to 100 Mbps speed.

Member site	TEACH TTU migration	Current circuit speed	Circuit at/increase to 100 MB
a1 Antigo	9/18/2024	100	yes
a2 Elcho	1/18/2024	50	n/a
a4 White Lake	2/29/2024	50	pending
ab Abbotsford	3/4/2024	50	pending
co Colby	1/30/2025	100	yes
cr Crandon	2/29/2024	50	pending

do Dorchester	1/30/2025	50	pending
ga Granton	N/A	100	yes
ge Greenwood	11/12/2024	100	yes
gi Gilman	pending	50	pending
la Laona	pending	50	pending
lo Loyal	1/7/2025	50	pending
me Medford	10/31/2024	100	yes
mi Minocqua	12/5/2024	100	yes
mr Merrill	1/16/2024	100	yes
ne Neillsville	1/7/2025	100	yes
ow Owen	8/28/2024	50	pending
rh Rhinelander	1/15/2025	100	yes
rl Rib Lake	1/17/2025	50	pending
st Stetsonville	11/7/2024	100	yes
th Thorp	pending	50	pending
tl Three Lakes	1/25/2024	100	yes
to Tomahawk	9/6/2024	100	yes
wa Wabeno	10/23/2024	50	pending
we Westboro	2/4/2025	100	yes
wi Withee	1/7/2025	100	yes

MEETINGS AND EVENTS

- March 14 – **COLAND meeting; Prairie du Chien Public Library**
- March 15 - **WVLS Board of Trustees meeting**

- March 17 – WPLC Digital Archives Backup Workgroup meeting
- March 18 – DPI-hosted meeting of System Directors
- March 18 - LSTA Cooperative Cataloging meeting
- March 18 - WPLC Technology Collaborative Steering Committee meeting
- March 21 - **WVLS *Keeping It Together* Discussion**
- March 24 – 25 – Kerber Rose Audit Team on-site
- March 25-27 – **Computers in Libraries 2025 Conference**; Arlington, VA
- March 26 – DPI-hosted meeting of System Continuing Education Consultants
- April 3 – **WVLS V-Cat Council meeting**
- April 4 – WPLC Annual Membership meeting
- April 8 – **Cooperative Children's Book Center (CCBC) Workshop; Minocqua Public Library**
- April 8 - 10 – DPI-hosted New Director Boot Camp
- April 9 – Bibliographic Standards Committee meeting
- April 10 – **WVLS Library Advisory Committee (LAC) meeting**
- April 15 – DPI-hosted meeting of System Youth Services Consultants
- April 15 – LSTA Cooperative Cataloging meeting
- April 18 – **WVLS Office closed**
- April 23 – DPI-hosted meeting of System Continuing Education Consultants
- April 25 – WPLC Listening Session
- April 29-30 – System Continuing Education Consultants' Retreat; Oshkosh
- April 30 – WPLC Board Meeting; Oshkosh
- April 30 - May 2 – **WAPL (Wisconsin Association of Public Libraries) Conference**; Oshkosh
- May 9 - **WVLS V-Cat Cooperative Circulation Committee meeting**
- May 9 - **COLAND meeting; Chippewa Valley Technical College**
- May 13 - **WVLS V-Cat Bibliographic Control / Interface Committee meeting**
- May 14 - Bibliographic Standards Committee meeting
- May 16 - **WVLS *Keeping It Together* Discussion**
- May 17 – **WVLS Board of Trustees meeting**
- May 26 – **Memorial Day, WVLS Office closed**

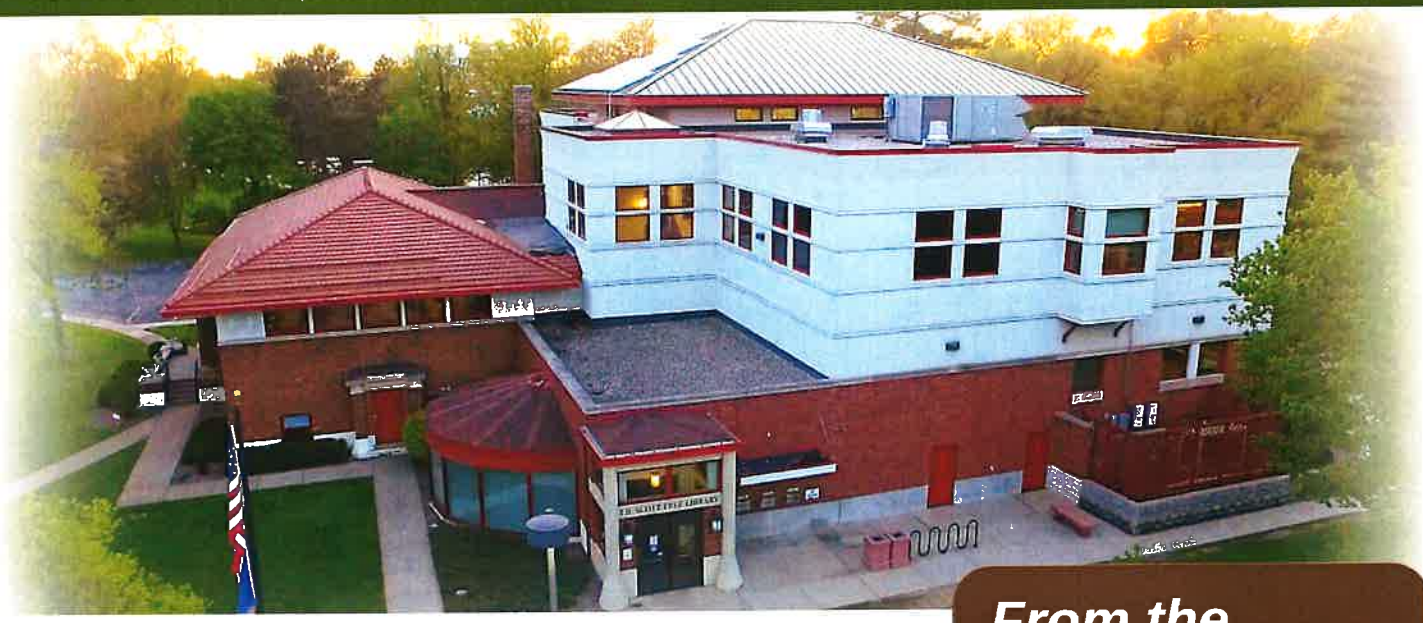
Thank you for reading!

Marla

T.B. Scott Free Library
www.tbscottlibrary.org

The Scotty Pages

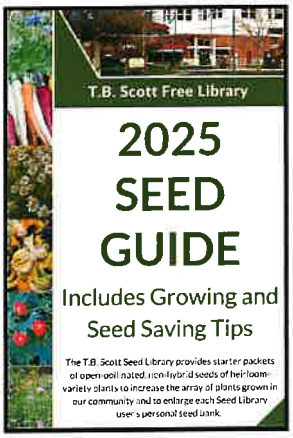
Newsletter of the T.B. Scott Free Library
106 W. 1st St • Merrill, WI 54452 • 715.536.7191



Adult Services

Seed Library!

The Seed Library is all set up and ready for you to check out some seeds to grow! Stop by the library to claim your seeds.



Youth Services

Summer Reading Challenge

Begins June 2!

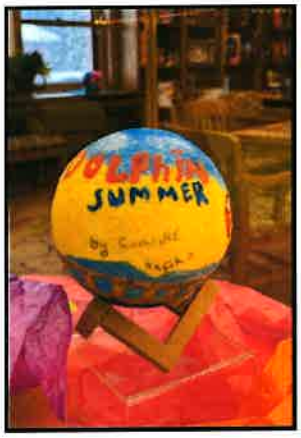
The Library is gearing up for a colorful summer reading challenge. The 2025 theme is COLOR MY WORLD. Watch for details each week on the library's website, social media, and internal announcement network. You are always welcome to call the library for details.

From the Director's Office

Laurie A. Ollhoff

It has been a goal of mine to create a library newsletter for quite some time. For those of you that create such material, you know it can be time consuming. However, the benefits derived from such a communication outlet are endless. Bare with us as we work through its creation. Content, most certainly, will vary from one newsletter to the next. There will be four newsletters a year. We hope you will find them enjoyable and useful.

Beyond Books COMMUNITY ARTSHARE and Outreach Services



The month of April brings local young artisans from St. John's School. The 8th grade students were tasked with painting moon lamps that represented their favorite book. May and June will bring the world of Spirit Dolls to the library, a collection masterfully created by Peter and Dian Ritter. Spirit dolls, often with roots in various cultures and traditions, are objects believed to hold or represent a spirit, often as a reminder of a personal journey.

Event Highlights from April to June

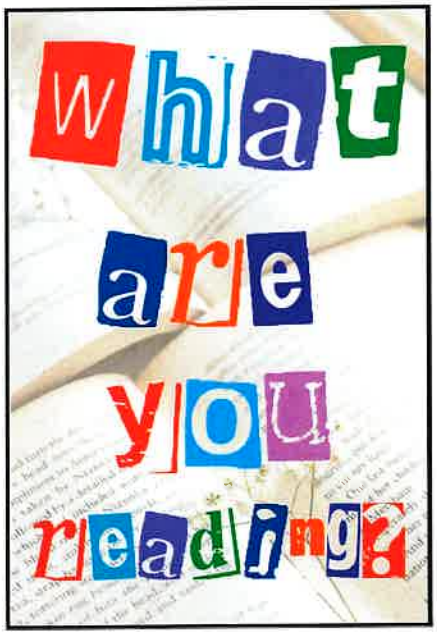
There is always something going on at the library! Here is a highlight of a few of the events coming up through June. ALL events require pre-registration:

- A: Digital Literacy Workshops - multiple dates, multiple topics
- A: Powerful Tools for Adult Caregivers: April 24-May 29 1PM
- YS: Read to a Dog: June 4, 11, 18, 25 @10AM. Pre-registration required.
- YS: The Magic of Isaiah: June 5 @10AM & 12:30PM
- Think Like an Engineer-Crunch Labs Build: June 10 @10:30AM-12PM
- YS: Big Bubble Show: June 18 @10:30AM
- YS: The Magic of Storytelling: June 24 @10:30AM

Check the Event Calendar for more: https://www.tbscottlibrary.org/events

What Are You Reading?

Contributor: Laurie A. Ollhoff, Director

***Friends, Lovers, and the Big Terrible Thing* by Matthew Perry**

I was a huge fan of the sitcom "Friends" like so many others and an even greater fan of "Chandler." He was funny and could make you laugh every time he would appear in a scene. Reading his autobiography posthumously strongly tugged at my heart strings. I became aware of his struggle with drugs and alcohol somewhere down the line but had no idea the daily battle he faced. Sitting down to physically read a book does not work in my schedule so I often choose to listen to audiobooks. This one, by far, was the best as it was read by Matthew Perry, himself. I think what hit me the hardest was one of the first sentences I heard him say, "Hi, my name is Matthew, although you may know me by another name. My friends call me Matty. And I should be dead," because as I mentioned at the beginning of my review, he was already deceased. If you want to understand the struggle anyone faces with addiction, I strongly suggest you check out the book from the library or go to Libby and listen to "his voice" tell "his story."