CITY OF MERRILL

LIBRARY BOARD

AGENDA • WEDNESDAY, JULY 15, 2026

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 special meeting on June 3, 2026
2. Minutes of regular meeting on June 17, 2026
3. Vouchers for June 2026
4. Unaudited Monthly Income & Expense Report for June 2026
5. Monthly Statistical Report for June 2026

III. Reports/Discussion Items/Action Items

1. Discussion/Action Item: Review and approve the Document for the Endowment Fund of the T. B. Scott Free Library
2. Discussion/Action Item: Review and approve the T.B. Scott Free Library Endowment Fund & Trust Fund Management Policy
3. Action Item: Approve the T.B. Scott Free Library Unaudited Endowment Fund Financial Statement - Period Ended June 30, 2026
4. Discussion/Action Item: Discuss and approve the Building & Grounds Committee recommendation to buy-out and terminate the Legacy Solar Lease Agreement.
5. Discussion Item: Strategic Goals & Action Steps #1: Lifelong Learning
6. Discussion Item: Wisconsin Trustee Essential #9: Managing the Library's Money

IV. Library Director's Report

V. President's Remarks

VI. Date and Time of Upcoming Meetings

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, JUNE 17, 2026 MINUTES
REGULAR MEETING 3RD FLOOR BOARD ROOM 4:00 PM

I. Opening

1. **Call to order and roll call -** M. Geisler called the meeting to order at 4PM. Present: K. Breitenmoser, C. Grunenwald, A. Huftel, E. McCrank, T. Osness, B. Rothlisberg. Excused: R. Martinovici, M. Weix. Also present were: Laurie Ollhoff, Andrea Bennett, Gary Meyer.

2. **Correspondence -** No correspondence.

3. **Public Comment -** No public comment.

II. Consent Items

1. **Minutes of regular meeting on May 20, 2026 -** A. Huftel//T. Osness/C to approve the Minutes of the regular meeting on May 20, 2026. No discussion.

2. **Vouchers for May 2026 -** E. McCrank/K. Breitenmoser/C to approve the Vouchers for May 2026. E. McCrank expressed a concern related to a request for payment to R. Waldburger that contained a notation that the request was removed by the City as a W-9 had not been received. E. McCrank asked that we look into other avenues for payment when an individual does cannot complete a W-9. L. Ollhoff will look into alternative payment methods, but is not aware of any at this time. No further discussion.

3. **Unaudited Monthly Income & Expense Report for May 2026 -** A. Huftel/T. Osness/C to approve the Unaudited Monthly Income & Expense Report for May 2026. No discussion.

4. **Monthly Statistical Report for May 2026 -** T. Osness/B. Rothlisberg/C to approve the Monthly Statistical Report for May 2026. M. Geisler commented on Chess Club attendance. No further discussion.

III. Reports/Discussion Items/Action Items

1. **Action Item: Review and approve the 2027 Library Budget -** B. Rothlisberg/A. Huftel/C to approve the 2027 Library Budget. No discussion.

2. **Discussion Item: Strategic Goals & Action Steps #5: Facilities -** L. Ollhoff presented Strategic Goals & Action Steps #5: Facilities. E. McCrank inquired about the Survey mentions throughout the document and if a timeline was in place to complete. L. Ollhoff relayed to the Board that the Library administration team is currently reviewing shared resources from Wisconsin Department of Public Instruction and other state libraries that have recently completed facility-focused surveys. We intend to have a survey prepared for distribution in October. B. Rothlisberg inquired about

Survey Monkey and paper vs. digital survey options. L. Ollhoff explained that the Library utilized Google Forms in the past and intends to do so for future surveys. No further discussion.

3. **Discussion Item: Wisconsin Trustee Essential #8: Developing the Library Budget -** L. Ollhoff presented the Wisconsin Trustee Essential #8: Developing the Library Budget. Discussion included committee appointments and the Personnel & Finance Committee. L. Ollhoff did explain that the Wisconsin Department of Public Instruction recommends that there be a separate Personnel committee and Finance committee and that they should not be combined committees. That will be revisited at a future board meeting. L. Ollhoff will review the Bylaws to determine if revisions will need to be made and approved to move forward in that direction. E. McCrank inquired about the deposit of library funds with the city finance department and the additional report the Finance Director provides for non-lapsing funds which are library funds held for library expenditures only according to state statutes. No further discussion.

IV. **Library Director's Report** L. Ollhoff briefly reviewed the written report submitted in the packet and highlighted the following: a) Summer youth services program attendance has been phenomenal. b) Hiring of Katie Zimmerman as the new Library System Director and WVLS board meeting highlights. c) The Lincoln County Social-Connectedness survey highlighted the library's collaborative efforts with the ADRC and the 60+ Dining Site. d) Library collaboration with the Lincoln County 4-H Program and the upcoming programs to be held at the library this summer. e) The completion of the WLA Leadership Development Institute in June with a Certificate of Completion and special note from program mentor, Marla Sepnafski; f) Highlighted efforts with the Lincoln County Health Department and Tomahawk Public Library to enhance the communication of county programs, etc., with the community by designating a specific space in each of the libraries for that purpose. g) Staff review of safety measures when the library experiences inclement weather announcements. h) Reviewed upcoming staff training, and upcoming library closure dates. i) Handouts included with report are: Updated Board Roster, Trustee Training Week handout, and the 2027 Library Closure Dates. No further discussion.

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

VI. **Date and Time of Next Meeting** Wednesday, July 15, 2026, @4PM

VII. **Closed Session**

1. **The Library Board of Trustees may convene in closed session pursuant to Wisconsin State Statutes Section 19.85(1)(f) considering financial, medical, social, or personal histories or disciplinary data of a specific person, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where paragraph (b) applies, which if discussed in public, would be likely to have a**

substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; to discuss the annual review of personnel. - E. McCrank/T. Osness/unanimous consent to move into Closed Session by Roll Call vote by K. Breitenmoser, A. Huftel, C. Grunenwald, B. Rothlisberg, T. Osness, E. McCrank, and M. Geisler.

VIII. Adjournment Upon return from Closed Session, T. Osness/E. McCrank/C to adjourn at 5:12PM.

June 2025

Company Being Paid	6/5/26 Packet	6/12/26 Packet	6/19/26 Packet	6/26/26 Packet	JUNE 2026 TOTALS
Amazon		$ 1,362.41			$ 1,362.41
Burkhardt, Brad				$ 358.68	$ 358.68
Cengage Learning, Inc.			$ 89.60		$ 89.60
Center Point Large Print	$ 47.94				$ 47.94
Cintas	$ 258.31				$ 258.31
Cleverbridge		$ 579.00			$ 579.00
Coast to Coast Computer Products	$ 3,819.81				$ 3,819.81
Demco				$ 3,165.51	$ 3,165.51
EO Johnson Technologies		$ 866.09			$ 866.09
Elan	$ 565.76				$ 565.76
Frontier			$ 149.24		$ 149.24
Good News Project, Inc.		$ 90.16			$ 90.16
Haenco Supply				$ 772.82	$ 772.82
Libraria			$ 1,234.42		$ 1,234.42
Linberg, Ron		$ 900.00			$ 900.00
Merrill Ace Hardware	$ 36.84				$ 36.84
Merrill Water Utility	$ 389.69				$ 389.69
Multi Media Channels, LLC	$ 475.00				$ 475.00
Muscular Dystrophy Association	$ 100.00				$ 100.00
Newegg Business, Inc.		$ 109.99			$ 109.99
Per Mar Security Services		$ 136.82			$ 136.82
Plautz, Donna	$ 46.91				$ 46.91
Pregler, Maria				$ 49.90	$ 49.90
Rent-A-Flash				$ 52.75	$ 52.75
Strutz, Curt	$ 495.00				$ 495.00
Stuck Joshua W.				$ 298.00	$ 298.00
VIP Office Products			$ 29.99		$ 29.99
Waldburger, Rachel	$ 50.00				$ 50.00
Wausau Tile	$ 1,878.85				$ 1,878.85
Wisconsin Library Association				$ 216.00	$ 216.00
Wisconsin Public Service		$ 2,848.70			$ 2,848.70
Wisconsin Valley Library Service			$ 3,000.00		$ 3,000.00
WT.COX	$ 32.60				$ 32.60
ZOHO Corporation	$ 543.00				$ 543.00
	$ 8,739.71	**$ 6,893.17**	**$ 4,503.25**	**$ 4,913.66**	**$ 25,049.79**

PACKET: 12478 LIBRARY - 20260605
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
01-000274 CENTER POINT LARGE PRINT						
I-2250331		CUST # 54452	47.94			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		CUST # 54452		10 55110-13-10400	Adult Dept Large Print	47.94
		=== VENDOR TOTALS ===	47.94			
01-004375 CINTAS CORPORATION						
I-4270944935		PAYER # 18280979	258.31			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		PAYER # 18280979		10 55110-02-23250	Facility Cleaning Servic	258.31
		=== VENDOR TOTALS ===	258.31			
01-005568 COAST TO COAST COMPUTER PRODUC						
I-A2906591		CUST # 395268	3,819.81	Verbal C		
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		CUST # 395268		10 55110-15-31000	Computer Supplies	3,819.81
		=== VENDOR TOTALS ===	3,819.81			
01-000128 ELAN FINANCIAL SERVICES						
I-20260605		ACCT # 5472 1102 2200 0197	565.76			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		ACCT # 5472 1102 2200 0197		10 55110-03-32000	Education & Conference	169.10
		ACCT # 5472 1102 2200 0197		10 55110-03-41250	Programming - Adult	29.00
		ACCT # 5472 1102 2200 0197		10 55110-08-50000	Special/Major Projects	129.00
		ACCT # 5472 1102 2200 0197		10 55110-13-20000	Youth Children's Books	142.00
		ACCT # 5472 1102 2200 0197		10 55110-15-47500	Software/Upgrades	96.66
		=== VENDOR TOTALS ===	565.76			
01-000839 MERRILL ACE HARDWARE						
C-20260605		ACCT # 81867	4.10CR			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		ACCT # 81867		10 55110-03-44000	Janitor Supplies	1.44CR
		ACCT # 81867		10 55110-03-10000	Office Supplies	2.66CR
I-251899		ACCT # 81867	12.96			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		ACCT # 81867		10 55110-03-44000	Janitor Supplies	12.96
I-251933		ACCT # 81867	27.98			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		ACCT # 81867		10 55110-03-10000	Office Supplies	27.98
		=== VENDOR TOTALS ===	36.84			

PACKET: 12478 LIBRARY - 20260605
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
01-000328 MERRILL WATER UTILITY						
I-20260605		ACCT # 112-01040-01	389.69			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		ACCT # 112-01040-01		10 55110-02-21000	Water and Sewer	389.69
		=== VENDOR TOTALS ===	389.69			
01-000085 MULTI MEDIA CHANNELS						
I-IN325384		ACCT # 102219	275.00			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		ACCT # 102219		10 55110-03-41000	Public Relations/Publici	275.00
I-IN326864		ACCT# 102219	200.00			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		ACCT# 102219		10 55110-03-41000	Public Relations/Publici	200.00
		=== VENDOR TOTALS ===	475.00			
01-001625 MUSCULAR DYSTROPHY ASSOCIATION						
I-20260605		CASUAL FRIDAY DONATION	100.00			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		CASUAL FRIDAY DONATION		10 55110-03-31000	Misc. - Petty Cash	100.00
		=== VENDOR TOTALS ===	100.00			
01-004398 DONNA J PLAUTZ						
I-20260605		MAY MILEAGE	46.91			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		MAY MILEAGE		10 55110-03-30500	Mileage	46.91
		=== VENDOR TOTALS ===	46.91			
01-003974 CURT S STRUTZ						
I-20260605		JUNE 12, 2026 PERFORMANCE	495.00			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: Y		
		JUNE 12, 2026 PERFORMANCE		26 55110-03-22725	Summer Programs-Expenses	495.00
		=== VENDOR TOTALS ===	495.00			

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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
01-005749 RACHEL WALDBURGER						
I-20260606		06/10/26 PRESENTATION	50.00			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: Y		
		06/10/26 PRESENTATION		10 55110-03-41250	Programming - Adult	50.00
		=== VENDOR TOTALS ===	50.00			
01-001984 WAUSAU TILE						
I-739056		CUST # 28010010	1,878.85	CO759127		
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		CUST # 28010010		26 55110-03-26000	NonGov Grant Expense	1,878.85
		=== VENDOR TOTALS ===	1,878.85			
01-005519 WT.COX INFORMATION SERVICES						
I-3164954		ACCT # 2092307	32.60			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		ACCT # 2092307		10 55110-13-50000	Magazines/Periodicals	32.60
		=== VENDOR TOTALS ===	32.60			
01-003473 ZOHO CORPORATION						
I-50102097969		ANNUAL SUBSCRIPTION	543.00			
6/05/2026	1	DUE: 6/05/2026 DISC: 6/05/2026		1099: N		
		ANNUAL SUBSCRIPTION		10 55110-15-47500	Software/Upgrades	543.00
		=== VENDOR TOTALS ===	543.00			
		=== PACKET TOTALS ===	8,739.71			

PACKET: 12478 LIBRARY - 20260605
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DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS	8,743.81
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	4.10CR
BATCH TOTALS	8,739.71

** 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 BUDGET AVAILABLE	GROUP BUDGET OVER BUDG
	2026	10 -21-0000	Accounts Payable Control	6,365.86-*						
		10 -55110-02-21000	Water and Sewer	389.69	2,080	1,213.19		1,062,390	632,946.09	
		10 -55110-02-23250	Facility Cleaning Servic	258.31	3,000	1,496.14		1,062,390	633,077.47	
		10 -55110-03-10000	Office Supplies	25.32	2,750	2,280.66		1,062,390	633,310.46	
		10 -55110-03-30500	Mileage	46.91	600	470.81		1,062,390	633,288.87	
		10 -55110-03-31000	Misc. - Petty Cash	100.00	0	0.00		1,062,390	633,235.78	
		10 -55110-03-32000	Education & Conference	169.10	2,000	861.12		1,062,390	633,166.68	
		10 -55110-03-41000	Public Relations/Publici	475.00	2,000	1,099.71		1,062,390	632,860.78	
		10 -55110-03-41250	Programming - Adult	79.00	7,000	4,136.21		1,062,390	633,256.78	
		10 -55110-03-44000	Janitor Supplies	11.52	4,800	3,831.26		1,062,390	633,324.26	
		10 -55110-08-50000	Special/Major Projects	129.00	0	1,326.40-	Y	1,062,390	633,206.78	
		10 -55110-13-10400	Adult Dept Large Print	47.94	4,300	2,265.49		1,062,390	633,287.84	
		10 -55110-13-20000	Youth Children's Books	142.00	16,000	8,225.13		1,062,390	633,193.78	
		10 -55110-13-50000	Magazines/Periodicals	32.60	4,000	3,026.46		1,062,390	633,303.18	
		10 -55110-15-31000	Computer Supplies	3,819.81	1,900	2,583.73-	Y	1,062,390	629,515.97	
		10 -55110-15-47500	Software/Upgrades	639.66	3,000	1,368.47-	Y	1,062,390	632,696.12	
		26 -21-0000	Accounts Payable Control	2,373.85-*						
		26 -55110-03-22725	Summer Programs-Expenses	495.00	0	1,424.04-	Y	0	5,440.92-	Y
		26 -55110-03-26000	NonGov Grant Expense	1,878.85	0	2,393.85-	Y	0	6,824.77-	Y
		99 -14-0010	Due from General Fund	6,365.86 *						
		99 -14-0026	Due From Non-Lapsing	2,373.85 *						
			** 2026 YEAR TOTALS	8,739.71						

PACKET: 12478 LIBRARY - 20260605
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	6/2026	6,365.86
26	6/2026	2,373.85

NO ERRORS NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

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6/15/2026 10:44 AM                    A/P Regular Open Item Register
PACKET:  12490 LIBRARY - 20260612
VENDOR SET: 01  City of Merrill
SEQUENCE   : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

  --------ID--------                                           GROSS     P.O. #
  POST DATE   BANK CODE ---------DESCRIPTION---------        DISCOUNT   G/L ACCOUNT           ------ACCOUNT NAME------  DISTRIBUTION
==================================================================================================================================
01-005248  AMAZON CAPITAL SERVICES, INC.

  I-11DM-71PY-399J      ACCT # A29JIWFIAEUZST                  18.95   MOYERMEM
   6/12/2026    1       DUE:  6/12/2026 DISC:  6/12/2026               1099: N
                        ACCT # A29JIWFIAEUZST                          26  55110-03-40500  Memorial Books-Expense          18.95

  I-134J-GNK4-LML1      ACCT # A29JIWFIAEUZST                  82.81   Memorial
   6/12/2026    1       DUE:  6/12/2026 DISC:  6/12/2026               1099: N
                        ACCT # A29JIWFIAEUZST                          26  55110-03-40500  Memorial Books-Expense          82.81

  I-13DP-VW1L-WTVD      ACCT # A29JIWFIAEUZST                  33.97   LOT-2605
   6/12/2026    1       DUE:  6/12/2026 DISC:  6/12/2026               1099: N
                        ACCT # A29JIWFIAEUZST                          10  55110-14-41000  Adult Library of Things         33.97

  I-14RJ-1M76-YHMD      ACCT # A29JIWFIAEUZST                  39.19   YS-Books
   6/12/2026    1       DUE:  6/12/2026 DISC:  6/12/2026               1099: N
                        ACCT # A29JIWFIAEUZST                          10  55110-13-20000  Youth Children's Books          39.19

  I-16JG-PYYQ-LTD4      ACCT # A29JIWFIAEUZST                  62.08   MUSIC CD
   6/12/2026    1       DUE:  6/12/2026 DISC:  6/12/2026               1099: N
                        ACCT # A29JIWFIAEUZST                          10  55110-14-10200  Adult Dept CDs                  62.08

  I-1CRC-TR1C-YWRY      ACCT # A29JIWFIAEUZST                  94.91   CE_OS051
   6/12/2026    1       DUE:  6/12/2026 DISC:  6/12/2026               1099: N
                        ACCT # A29JIWFIAEUZST                          10  55110-03-10000  Office Supplies                 15.82
                        ACCT # A29JIWFIAEUZST                          10  55110-15-42500  Computer Equipment              79.09

  I-1DLW-GC6K-LGJL      ACCT # A29JIWFIAEUZST                 106.92   MAY-ADPR
   6/12/2026    1       DUE:  6/12/2026 DISC:  6/12/2026               1099: N
                        ACCT # A29JIWFIAEUZST                          10  55110-03-41250  Programming - Adult            106.92

  I-1DNN-L63L-K94K      ACCT # A29JIWFIAEUZST                  49.95   TBS-ANF-
   6/12/2026    1       DUE:  6/12/2026 DISC:  6/12/2026               1099: N
                        ACCT # A29JIWFIAEUZST                          10  55110-13-10100  Adult Dept Non-Fiction          49.95

  I-1GMY-7DKM-L3K1      ACCT # A29JIWFIAEUZST                  72.95   YS progr
   6/12/2026    1       DUE:  6/12/2026 DISC:  6/12/2026               1099: N
                        ACCT # A29JIWFIAEUZST                          10  55110-03-41500  Progamming - Youth              72.95

  I-1GMY-7DKM-LH3M      ACCT # A29JIWFIAEUZST                 188.65   MAY DVD
   6/12/2026    1       DUE:  6/12/2026 DISC:  6/12/2026               1099: N
                        ACCT # A29JIWFIAEUZST                          10  55110-14-10400  Adult Dept DVDs                188.65

  I-1GMY-7DKM-LMWQ      ACCT # A29JIWFIAEUZST                  80.85   ADPROG05
   6/12/2026    1       DUE:  6/12/2026 DISC:  6/12/2026               1099: N
                        ACCT # A29JIWFIAEUZST                          10  55110-03-41250  Programming - Adult             80.85

  I-1KG9-9WLN-XY7F      ACCT # A29JIWFIAEUZST                 278.67   ADEVERYT
   6/12/2026    1       DUE:  6/12/2026 DISC:  6/12/2026               1099: N
                        ACCT # A29JIWFIAEUZST                          10  55110-03-41250  Programming - Adult            192.49
                        ACCT # A29JIWFIAEUZST                          10  55110-14-41000  Adult Library of Things         33.99
                        ACCT # A29JIWFIAEUZST                          10  55110-13-10000  Adult Dept Fiction              52.19
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PACKET: 12490 LIBRARY - 20260612
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-1MXQ-113Q-3WHC		ACCT # A29JIWFIAEUZST	52.22	2MEMORIA		
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: N		
		ACCT # A29JIWFIAEUZST		26 55110-03-40500	Memorial Books-Expense	52.22
I-1QY7-99XK-XR1L		ACCT # A29JIWFIAEUZST	19.95	MEM_OS03		
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: N		
		ACCT # A29JIWFIAEUZST		26 55110-03-40500	Memorial Books-Expense	19.95
I-1TY6-QPYP-LKG1		ACCT # A29JIWFIAEUZST	41.96	MEM_Kunk		
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: N		
		ACCT # A29JIWFIAEUZST		26 55110-03-40500	Memorial Books-Expense	41.96
I-1VM3-RPWJ-1G4X		ACCT # A29JIWFIAEUZST	77.92	LOT/CS/A		
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: N		
		ACCT # A29JIWFIAEUZST		10 55110-03-41750	Hospitality	48.95
		ACCT # A29JIWFIAEUZST		10 55110-03-41250	Programming - Adult	18.98
		ACCT # A29JIWFIAEUZST		10 55110-14-41000	Adult Library of Things	9.99
I-1VXG-JNW6-Y14F		ACCT # A29JIWFIAEUZST	16.50	MEM_OS_C		
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: N		
		ACCT # A29JIWFIAEUZST		10 55110-14-41000	Adult Library of Things	16.50
I-1YXF-Q6Q1-33F1		ACCT # A29JIWFIAEUZST	43.96	Games-CC		
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: N		
		ACCT # A29JIWFIAEUZST		26 55110-03-12625	Cross-County - Expense	43.96
		=== VENDOR TOTALS ===	1,362.41			
01-005756 CLEVERBRIDGE, INC.						
I-BKD-73658511272		REF # 543248458	579.00	Altaro B		
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: N		
		REF # 543248458		10 55110-15-47500	Software/Upgrades	579.00
		=== VENDOR TOTALS ===	579.00			
01-000207 E.O. JOHNSON BUSINESS TECHNOLO						
I-INV1976877		ACCT # 6000604	341.20			
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: N		
		ACCT # 6000604		26 55110-03-12650	Library Photocopier Expe	341.20
I-INV1976878		ACCT # 6000604	524.89			
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: N		
		ACCT # 6000604		26 55110-03-12650	Library Photocopier Expe	524.89
		=== VENDOR TOTALS ===	866.09			

PACKET: 12490 LIBRARY - 20260612
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
01-002967 GOOD NEWS PROJECT INC						
I-20260612		06/05/26 LIBRARY E-CYCLING	90.16			
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: N		
		06/05/26 E-CYCLING		10 55110-03-50275	M/R - Contingency	90.16
		=== VENDOR TOTALS ===	90.16			
01-005584 RON LINDBERG						
I-20260612		06/24/26 PERFORMANCES	900.00			
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: Y		
		06/24/26 PERFORMANCES		26 55110-03-22725	Summer Programs-Expenses	900.00
		=== VENDOR TOTALS ===	900.00			
01-005479 NEWEGG BUSINESS INC.						
I-1306175301		SALES ORDER # 1207046247	109.99	BackupFl		
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: N		
		SALES ORDER # 1207046247		10 55110-15-42500	Computer Equipment	109.99
		=== VENDOR TOTALS ===	109.99			
01-000824 PER MAR SECURITY SERVICES						
I-50006289		CUST # 32815	136.82			
6/12/2026	1	DUE: 6/12/2026 DISC: 6/12/2026		1099: N		
		CUST # 32815		10 55110-02-16500	Fire/Security System Con	136.82
		=== VENDOR TOTALS ===	136.82			
01-000656 WISCONSIN PUBLIC SERVICE						
I-5959265355		ACCT #0403371156-00003	2,848.70			
6/13/2026	1	DUE: 6/13/2026 DISC: 6/13/2026		1099: N		
		ACCT #0403371156-00003		10 55110-02-22000	Electric	2,410.88
		ACCT #0403371156-00003		10 55110-02-22500	Fuel - Natural Gas	437.82
		=== VENDOR TOTALS ===	2,848.70			
		=== PACKET TOTALS ===	6,893.17			

PACKET: 12490 LIBRARY - 20260612
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS	6,893.17
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	0.00
BATCH TOTALS	6,893.17

** 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 BUDGET AVAILABLE	GROUP BUDGET OVER BUDG
	2026	10 -21-0000	Accounts Payable Control	4,867.23-*						
		10 -55110-02-16500	Fire/Security System Con	136.82	2,300	1,926.18		1,062,390	626,833.10	
		10 -55110-02-22000	Electric	2,410.88	28,000	17,353.93		1,062,390	624,559.04	
		10 -55110-02-22500	Fuel - Natural Gas	437.82	22,500	14,878.61		1,062,390	626,532.10	
		10 -55110-03-10000	Office Supplies	15.82	2,750	2,264.84		1,062,390	626,954.10	
		10 -55110-03-41250	Programming - Adult	399.24	7,000	3,736.97		1,062,390	626,570.68	
		10 -55110-03-41500	Progamming - Youth	72.95	7,500	3,809.47		1,062,390	626,896.97	
		10 -55110-03-41750	Hospitality	48.95	500	17.07		1,062,390	626,920.97	
		10 -55110-03-50275	M/R - Contingency	90.16	10,000	8,793.54		1,062,390	626,879.76	
		10 -55110-13-10000	Adult Dept Fiction	52.19	9,800	7,544.70		1,062,390	626,917.73	
		10 -55110-13-10100	Adult Dept Non-Fiction	49.95	10,000	7,591.75		1,062,390	626,919.97	
		10 -55110-13-20000	Youth Children's Books	39.19	16,000	8,185.94		1,062,390	626,930.73	
		10 -55110-14-10200	Adult Dept CDs	62.08	800	582.30		1,062,390	626,907.84	
		10 -55110-14-10400	Adult Dept DVDs	188.65	2,000	787.86		1,062,390	626,781.27	
		10 -55110-14-41000	Adult Library of Things	94.45	350	64.97-	Y	1,062,390	626,875.47	
		10 -55110-15-42500	Computer Equipment	189.08	10,000	7,722.54		1,062,390	626,780.84	
		10 -55110-15-47500	Software/Upgrades	579.00	3,000	1,947.47-	Y	1,062,390	626,390.92	
		26 -21-0000	Accounts Payable Control	2,025.94-*						
		26 -55110-03-12625	Cross-County - Expense	43.96	0	383.42-	Y	0	7,363.73-	Y
		26 -55110-03-12650	Library Photocopier Expe	866.09	0	2,393.12-	Y	0	8,185.86-	Y
		26 -55110-03-22725	Summer Programs-Expenses	900.00	0	2,324.04-	Y	0	8,219.77-	Y
		26 -55110-03-40500	Memorial Books-Expense	215.89	0	394.91-	Y	0	7,535.66-	Y
		99 -14-0010	Due from General Fund	4,867.23 *						
		99 -14-0026	Due From Non-Lapsing	2,025.94 *						
			** 2026 YEAR TOTALS	6,893.17						

PACKET: 12490 LIBRARY - 20260612
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	6/2026	4,867.23
26	6/2026	2,025.94

NO ERRORS NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 12504 LIBRARY - 20260619
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
01-000922 CENGAGE LEARNING INC						
I-999102813208		ACCT # 100298883	32.80	JUNELCP		
6/19/2026	1	DUE: 6/19/2026 DISC: 6/19/2026		1099: N		
		ACCT # 100298883		10 55110-13-10400	Adult Dept Large Print	32.80
I-999102818340		ACCT # 100298883	56.80	JUNELCP		
6/19/2026	1	DUE: 6/19/2026 DISC: 6/19/2026		1099: N		
		ACCT # 100298883		10 55110-13-10400	Adult Dept Large Print	56.80
		=== VENDOR TOTALS ===	89.60			
01-002661 FRONTIER						
I-20260619		ACCT # 715-536-7909-010384-5	149.24			
6/19/2026	1	DUE: 6/19/2026 DISC: 6/19/2026		1099: N		
		ACCT # 715-536-7909-010384-5		10 55110-02-25000	Telephone	149.24
		=== VENDOR TOTALS ===	149.24			
01-005471 LIBRARIA						
I-283658		REF # 20000010251	331.44	268665		
6/19/2026	1	DUE: 6/19/2026 DISC: 6/19/2026		1099: N		
		REF # 20000010251		10 55110-13-20000	Youth Children's Books	320.54
		REF # 20000010251		10 55110-03-10500	Library Supplies	10.90
I-283659		REF # 20000010253	275.90	268666		
6/19/2026	1	DUE: 6/19/2026 DISC: 6/19/2026		1099: N		
		REF # 20000010253		10 55110-13-20100	Young Adult Books	263.20
		REF # 20000010253		10 55110-03-10500	Library Supplies	12.70
I-283660		REF # 20000010250	627.08	268664		
6/19/2026	1	DUE: 6/19/2026 DISC: 6/19/2026		1099: N		
		REF # 20000010250		10 55110-13-20000	Youth Children's Books	603.63
		REF # 20000010250		10 55110-03-10500	Library Supplies	23.45
		=== VENDOR TOTALS ===	1,234.42			
01-000284 VIP ALL-VALUE						
I-0118400-001		ACCT # 67191-0	29.99			
6/19/2026	1	DUE: 6/19/2026 DISC: 6/19/2026		1099: N		
		ACCT # 67191-0		10 55110-03-50275	M/R - Contingency	29.99
		=== VENDOR TOTALS ===	29.99			

PACKET: 12504 LIBRARY - 20260619
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
01-000290 WISCONSIN VALLEY LIBRARY SERVI						
I-2026-3022		2026 WIN MEMBERSHIP	3,000.00			
6/19/2026	1	DUE: 6/19/2026 DISC: 6/19/2026		1099: N		
		2026 WIN MEMBERSHIP		10 55110-15-40000	Computer/Network Mainten	3,000.00
		=== VENDOR TOTALS ===	3,000.00			
		=== PACKET TOTALS ===	4,503.25			

PACKET: 12504 LIBRARY - 20260619
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS	4,503.25
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	0.00
BATCH TOTALS	4,503.25

** G/L ACCOUNT TOTALS **

					LINE ITEM		GROUP BUDGET	
BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET AVAILABLE OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE OVER BUDG
	2026	10 -21-0000	Accounts Payable Control	4,503.25-*				
		10 -55110-02-25000	Telephone	149.24	1,350	478.84	1,062,390	586,370.96
		10 -55110-03-10500	Library Supplies	47.05	7,000	5,266.49	1,062,390	586,473.15
		10 -55110-03-50275	M/R - Contingency	29.99	10,000	8,763.55	1,062,390	586,490.21
		10 -55110-13-10400	Adult Dept Large Print	89.60	4,300	2,175.89	1,062,390	586,430.60
		10 -55110-13-20000	Youth Children's Books	924.17	16,000	7,261.77	1,062,390	585,596.03
		10 -55110-13-20100	Young Adult Books	263.20	2,500	1,656.64	1,062,390	586,257.00
		10 -55110-15-40000	Computer/Network Mainten	3,000.00	3,600	600.00	1,062,390	583,520.20
		99 -14-0010	Due from General Fund	4,503.25 *				
			** 2026 YEAR TOTALS	4,503.25				

PACKET: 12504 LIBRARY - 20260619
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	6/2026	4,503.25

NO ERRORS NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 12510 LIBRARY - 20260626
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
01-005760 BRIAN BURKHARDT						
I-20260626		MENARDS RAISED BED REIMB	358.68			
6/26/2026	1	DUE: 6/26/2026 DISC: 6/26/2026		1099: N		
		MENARDS RAISED BED REIMB		26 55110-03-26000	NonGov Grant Expense	358.68
		=== VENDOR TOTALS ===	358.68			
01-003938 DEMCO, INC.						
I-7821050		CUST # 482508000	3,165.51	Carnegie		
6/26/2026	1	DUE: 6/26/2026 DISC: 6/26/2026		1099: N		
		CUST # 482508000		26 55110-03-26000	NonGov Grant Expense	3,165.51
		=== VENDOR TOTALS ===	3,165.51			
01-005274 HAENCO LLC						
I-18510		S.O. 6502	772.82	TJ		
6/26/2026	1	DUE: 6/26/2026 DISC: 6/26/2026		1099: N		
		S.O. 6502		10 55110-03-44000	Janitor Supplies	772.82
		=== VENDOR TOTALS ===	772.82			
01-005333 MARIA R. PREGLER						
I-20260626		ADLT PROGRM REIMB	49.90			
6/26/2026	1	DUE: 6/26/2026 DISC: 6/26/2026		1099: N		
		ADLT PROGRM REIMB		10 55110-03-41250	Programming - Adult	49.90
		=== VENDOR TOTALS ===	49.90			
01-000531 RENT-A-FLASH OF WI						
I-100770		3 SPECIAL SIGNS/RESTVE SYMBOL	52.75	FACILITI		
6/26/2026	1	DUE: 6/26/2026 DISC: 6/26/2026		1099: N		
		3 SPECIAL SIGNS/RESTVE SYMBOLS		10 55110-08-50000	Special/Major Projects	52.75
		=== VENDOR TOTALS ===	52.75			
01-005759 JOSHUA W. STUCK						
I-168		JULY 8, 2026 PRESENTATION	298.00			
6/26/2026	1	DUE: 6/26/2026 DISC: 6/26/2026		1099: Y		
		JULY 8, 2026 PRESENTATION		26 55110-03-22725	Summer Programs-Expenses	298.00
		=== VENDOR TOTALS ===	298.00			

PACKET: 12510 LIBRARY - 20260626
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
01-001060 WISCONSIN LIBRARY ASSOCIATION						
I-25523		3 IND MBRSHP RENEWALS	216.00			
6/26/2026	1	DUE: 6/26/2026 DISC: 6/26/2026		1099: N		
		3 IND MBRSHP RENEWALS		10 55110-03-21000	Membership Dues	216.00
		=== VENDOR TOTALS ===	216.00			
		=== PACKET TOTALS ===	4,913.66			

PACKET: 12510 LIBRARY - 20260626
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS	4,913.66
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	0.00
BATCH TOTALS	4,913.66

** G/L ACCOUNT TOTALS **

					LINE ITEM			GROUP BUDGET		
BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	2026	10 -21-0000	Accounts Payable Control	1,091.47-*						
		10 -55110-03-21000	Membership Dues	216.00	550	334.00		1,062,390	582,052.49	
		10 -55110-03-41250	Programming - Adult	49.90	7,000	3,687.07		1,062,390	582,218.59	
		10 -55110-03-44000	Janitor Supplies	772.82	4,800	3,058.44		1,062,390	581,495.67	
		10 -55110-08-50000	Special/Major Projects	52.75	0	1,379.15-	Y	1,062,390	582,215.74	
		26 -21-0000	Accounts Payable Control	3,822.19-*						
		26 -55110-03-22725	Summer Programs-Expenses	298.00	0	2,622.04-	Y	0	9,660.21-	Y
		26 -55110-03-26000	NonGov Grant Expense	3,524.19	0	5,918.04-	Y	0	12,886.40-	Y
		99 -14-0010	Due from General Fund	1,091.47 *						
		99 -14-0026	Due From Non-Lapsing	3,822.19 *						
			** 2026 YEAR TOTALS	4,913.66						

PACKET: 12510 LIBRARY - 20260626
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	6/2026	1,091.47
26	6/2026	3,822.19

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
45110-43514 State of WI Grants	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	482,325.00	0.00	241,162.50	50.00	241,162.50
TOTAL Intergovernmental	482,325.00	0.00	241,162.50	50.00	241,162.50
Public Charges-Services					
45110-46710 Library Revenue	0.00	613.72	1,923.85	0.00	(1,923.85)
TOTAL Public Charges-Services	0.00	613.72	1,923.85	0.00	(1,923.85)
Miscellaneous Revenues					
45110-48023 Sale - Library Furniture	0.00	0.00	1,400.00	0.00	(1,400.00)
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	620.36	1,220.36	0.00	(1,220.36)
TOTAL Miscellaneous Revenues	0.00	620.36	2,620.36	0.00	(2,620.36)
TOTAL REVENUES	482,325.00	1,234.08	245,706.71	50.94	236,618.29
EXPENDITURES					
Personnel Services					
55110-01-11000 Salaries - Regular	236,530.00	18,041.58	107,194.34	45.32	129,335.66
55110-01-11020 Wages - COVID Functions	0.00	0.00	0.00	0.00	0.00
55110-01-21000 Wages - Perm - Regular	412,528.00	30,894.16	182,705.45	44.29	229,822.55
55110-01-22000 Overtime	0.00	0.00	0.00	0.00	0.00
55110-01-23000 Longevity	1,835.00	0.00	0.00	0.00	1,835.00
55110-01-51000 Social Security	49,653.00	3,587.74	23,586.41	47.50	26,066.59
55110-01-52000 Retirement (WRS)	38,523.00	2,906.16	18,888.75	49.03	19,634.25
55110-01-52500 Prior Service-Debt Serv.	3,745.00	0.00	0.00	0.00	3,745.00
55110-01-54000 Health Insurance	83,399.00	7,800.96	38,876.16	46.61	44,522.84
55110-01-55000 Life Insurance	2,977.00	245.34	1,178.62	39.59	1,798.38
TOTAL Personnel Services	829,190.00	63,475.94	372,429.73	44.91	456,760.27
Contractual Services					
55110-02-11500 Outside Legal	0.00	0.00	0.00	0.00	0.00
55110-02-15000 Contract Services	0.00	0.00	0.00	0.00	0.00
55110-02-15500 Snow Removal Services	1,300.00	0.00	1,167.12	89.78	132.88
55110-02-16000 Elevator Contract/Inspect	3,500.00	0.00	3,606.60	103.05	(106.60)
55110-02-16250 HVAC Service	400.00	0.00	0.00	0.00	400.00
55110-02-16500 Fire/Security System Cont	2,300.00	136.82	373.82	16.25	1,926.18
55110-02-21000 Water and Sewer	2,080.00	389.69	866.81	41.67	1,213.19
55110-02-22000 Electric	28,000.00	2,410.88	10,646.07	38.02	17,353.93
55110-02-22500 Fuel - Natural Gas	22,500.00	437.82	7,621.39	33.87	14,878.61

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2026

10 -General Fund
Library

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
55110-02-23100 Janitorial Services Contr	0.00	0.00	0.00	0.00	0.00
55110-02-23250 Facility Cleaning Service	3,000.00	6.77	1,252.32	41.74	1,747.68
55110-02-23500 Misc Facility/Equip Servi	0.00	0.00	0.00	0.00	0.00
55110-02-25000 Telephone	1,350.00	149.24	871.16	64.53	478.84
55110-02-26000 Office Equipment Service	500.00	0.00	0.00	0.00	500.00
55110-02-27000 Lost-Damaged Materials	150.00	0.00	144.45	96.30	5.55
TOTAL Contractual Services	65,080.00	3,531.22	26,549.74	40.80	38,530.26
Supplies & Expenses					
55110-03-10000 Office Supplies	2,750.00	41.14	485.16	17.64	2,264.84
55110-03-10500 Library Supplies	7,000.00	47.05	1,733.51	24.76	5,266.49
55110-03-11000 Postage	1,200.00	0.00	383.32	31.94	816.68
55110-03-13000 Copier/Printing	300.00	0.00	0.00	0.00	300.00
55110-03-21000 Membership Dues	550.00	216.00	216.00	39.27	334.00
55110-03-21001 Misc Rev. Memberships	0.00	0.00	0.00	0.00	0.00
55110-03-30500 Mileage	600.00	46.91	129.19	21.53	470.81
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	169.10	1,138.88	56.94	861.12
55110-03-32001 Misc Rev - Educ & Conf	0.00	0.00	352.21	0.00	(352.21)
55110-03-41000 Public Relations/Publicit	2,000.00	475.00	900.29	45.01	1,099.71
55110-03-41001 Misc Rev - Publicity	0.00	0.00	638.00	0.00	(638.00)
55110-03-41250 Programming - Adult	7,000.00	528.14	3,312.93	47.33	3,687.07
55110-03-41251 Misc Rev-Programming Adul	0.00	0.00	4.00	0.00	(4.00)
55110-03-41500 Progamming - Youth	7,500.00	72.95	3,690.53	49.21	3,809.47
55110-03-41501 Misc Rev-Programming-Yout	0.00	0.00	2,419.50	0.00	(2,419.50)
55110-03-41750 Hospitality	500.00	48.95	482.93	96.59	17.07
55110-03-41751 Misc Rev-Hospitality	0.00	0.00	399.42	0.00	(399.42)
55110-03-44000 Janitor Supplies	4,800.00	784.34	1,741.56	36.28	3,058.44
55110-03-50000 M/R-General Repair/Maint.	7,000.00	0.00	1,325.01	18.93	5,674.99
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	120.15	1,236.45	12.36	8,763.55
55110-03-50750 M/R- Equipment Maint.	0.00	0.00	0.00	0.00	0.00
TOTAL Supplies & Expenses	53,200.00	2,559.73	20,498.89	38.53	32,701.11
Fixed Charges					
55110-05-10000 Ins.-Property, Liability,	15,000.00	0.00	126.00	0.84	14,874.00
55110-05-50220 COVID-19 Expense	0.00	0.00	0.00	0.00	0.00
TOTAL Fixed Charges	15,000.00	0.00	126.00	0.84	14,874.00
Capital Outlay					
55110-08-50000 Special/Major Projects	0.00	181.75	1,379.15	0.00	(1,379.15)
55110-08-50001 Misc Rev-Special/Major Pr	0.00	0.00	200.00	0.00	(200.00)
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	1,000.00	0.00	(1,000.00)
TOTAL Capital Outlay	0.00	181.75	2,579.15	0.00	(2,579.15)

10 -General Fund
Library

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
Print Media - Library					
55110-13-10000 Adult Dept Fiction	9,800.00	52.19	2,255.30	23.01	7,544.70
55110-13-10100 Adult Dept Non-Fiction	10,000.00	49.95	2,408.25	24.08	7,591.75
55110-13-10200 Adult Dept Paperbacks	750.00	0.00	86.87	11.58	663.13
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	137.54	2,124.11	49.40	2,175.89
55110-13-20000 Youth Children's Books	16,000.00	1,105.36	8,738.23	54.61	7,261.77
55110-13-20100 Young Adult Books	2,500.00	263.20	843.36	33.73	1,656.64
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	32.60	973.54	24.34	3,026.46
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	47,350.00	1,640.84	17,429.66	36.81	29,920.34
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	235.11	11.76	1,764.89
55110-14-10200 Adult Dept CDs	800.00	62.08	217.70	27.21	582.30
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	188.65	1,212.14	60.61	787.86
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	1,087.68	72.51	412.32
55110-14-20100 Youth Videos, DVDs & CD-R	750.00	0.00	134.74	17.97	615.26
55110-14-30000 Microfilm	0.00	0.00	0.00	0.00	0.00
55110-14-40000 Learning Games/Story Boxe	350.00	0.00	504.01	144.00	(154.01)
55110-14-41000 Adult Library of Things	350.00	77.95	398.47	113.85	(48.47)
55110-14-45000 Ebooks/Digital Content	6,620.00	0.00	5,514.50	83.30	1,105.50
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	14,370.00	328.68	9,304.35	64.75	5,065.65
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	3,819.81	4,483.73	235.99	(2,583.73)
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	1,440.00	120.00	(240.00)
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	3,000.00	3,000.00	83.33	600.00
55110-15-42500 Computer Equipment	10,000.00	189.08	2,277.46	22.77	7,722.54
55110-15-47500 Software/Upgrades	3,000.00	1,218.66	4,947.47	164.92	(1,947.47)
55110-15-70000 V-Cat Shared Automation	18,500.00	0.00	16,302.14	88.12	2,197.86
55110-15-71000 Computer Contingency	0.00	0.00	0.00	0.00	0.00
TOTAL Technology	38,200.00	8,227.55	32,450.80	84.95	5,749.20
TOTAL EXPENDITURES	1,062,390.00	79,945.71	481,368.32	45.31	581,021.68
REVENUES OVER/(UNDER) EXPENDITURES	(580,065.00)	(78,711.63)	(235,661.61)	0.00	(344,403.39)

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	0.00	3,998.75	0.00	(3,998.75)
TOTAL Intergovernmental	0.00	0.00	3,998.75	0.00	(3,998.75)
Public Charges-Services					
45110-46713 Library - Photocopier Rev.	0.00	682.90	3,339.80	0.00	(3,339.80)
45110-46715 Library - Vending Revenue	0.00	400.00	400.00	0.00	(400.00)
TOTAL Public Charges-Services	0.00	1,082.90	3,739.80	0.00	(3,739.80)
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	4,950.00	0.00	(4,950.00)
45110-48400 Library Endowmment Reimb.	0.00	0.00	181.00	0.00	(181.00)
45110-48455 Friends of Library Reimb	0.00	0.00	0.00	0.00	0.00
45110-48500 Memorial Books-Revenue	0.00	150.00	904.86	0.00	(904.86)
45110-48525 Library-NonGov Grants/Donati	0.00	0.00	10,750.00	0.00	(10,750.00)
45110-48575 Library-Program Revenue	0.00	0.00	0.00	0.00	0.00
TOTAL Miscellaneous Revenues	0.00	150.00	16,785.86	0.00	(16,785.86)
TOTAL REVENUES	0.00	1,232.90	24,524.41	0.00	(24,524.41)
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	43.96	383.42	0.00	(383.42)
55110-03-12650 Library Photocopier Expen	0.00	866.09	2,393.12	0.00	(2,393.12)
55110-03-12675 Library Vending - Expense	0.00	0.00	121.28	0.00	(121.28)
55110-03-22725 Summer Programs-Expenses	0.00	1,693.00	2,622.04	0.00	(2,622.04)
55110-03-25000 Library Grants - Expense	0.00	0.00	300.00	0.00	(300.00)
55110-03-26000 NonGov Grant Expense	0.00	5,403.04	5,918.04	0.00	(5,918.04)
55110-03-40500 Memorial Books-Expense	0.00	232.39	411.41	0.00	(411.41)
55110-03-40525 Library-Program Expenses	0.00	0.00	1,035.09	0.00	(1,035.09)
TOTAL Supplies & Expenses	0.00	8,238.48	13,184.40	0.00	(13,184.40)
TOTAL EXPENDITURES	0.00	8,238.48	13,184.40	0.00	(13,184.40)
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(7,005.58)	11,340.01	0.00	(11,340.01)
FUND TOTAL REVENUES	114,324.00	44,624.14	192,822.53	168.66	(78,498.53)
FUND TOTAL EXPENDITURES	95,258.00	17,613.82	167,861.14	176.22	(72,603.14)
REVENUES OVER/(UNDER) EXPENDITURES	19,066.00	27,010.32	24,961.39	0.00	(5,895.39)

Monthly Statistical Report
T.B. Scott Free Library
June 2026

LIBRARY ACTIVITY	Jun 2026	Jun 2025	% Change	Jun 2024	% Change	YTD 2026	YTD 2025	% Change
Library Facility Traffic	**7,534**	6,302	19.5%	5,598	34.6%	**37,209**	34,267	8.6%
Average Daily Traffic	**301**	263	14.4%	233	29.2%	**253**	232	9.1%
Meetings Held	**22**	19	15.8%	32	-31.3%	**172**	110	56.4%
Attendance	**103**	63	63.5%	130	-20.8%	**795**	631	26.0%
Classes/Groups w/o Program	**-**	-	N/A	3	-100.0%	**21**	36	-41.7%
Attendance	**-**	-	N/A	57	-100.0%	**374**	644	-41.9%
New Card Registrations	**60**	85	-29.4%	72	-16.7%	**249**	306	-18.6%
Volunteer Hours Worked	**31**	20	55.0%	14	121.4%	**123**	125	-1.6%

TECHNOLOGY USE		Jun 2026	Jun 2025	% Change	Jun 2024	% Change	YTD 2026	YTD 2025	% Change
Wireless Use		**1,370**	1,056	29.7%	1,400	-2.1%	**7,167**	8,090	-11.4%
Internet Computers	Adult	**589**	315	87.0%	244	141.4%	**3,310**	1,940	70.6%
	Youth	**131**	292	-55.1%	96	36.5%	**676**	702	-3.7%
Other Computers	Adult	**-**	-	N/A	-	100.0%	**-**	-	N/A
	Youth	**235**	189	24.3%	154	52.6%	**983**	820	19.9%
TOTAL USE		**955**	796	20.0%	494	93.3%	**4,969**	3,462	43.5%

PROGRAMS		Jun 2026	Jun 2025	% Change	Jun 2024	% Change	YTD 2026	YTD 2025	% Change
Programs Given	Adult	**8**	4	100.0%	10	-20.0%	**69**	53	30.2%
	General Interest	**4**	1	300.0%	4	0.0%	**22**	11	100.0%
	Teen	**-**	1	-100.0%	1	-100.0%	**-**	2	-100.0%
	Youth	**14**	12	16.7%	14	0.0%	**65**	62	4.8%
TOTAL		**26**	18	44.4%	29	-10.3%	**156**	128	21.9%
Program Attendance	Adult	**124**	42	195.2%	149	-16.8%	**1,021**	573	78.2%
	General Interest	**58**	16	262.5%	27	114.8%	**257**	135	90.4%
	Teen	**-**	31	-100.0%	14	-100.0%	**-**	56	-100.0%
	Youth	**815**	479	70.1%	654	24.6%	**2,119**	1,909	11.0%
TOTAL		**997**	568	75.5%	844	18.1%	**3,397**	2,673	27.1%

Self-Directed Activities	**Date**	**#**
Craft Day(5 sessions)		416
Adult Spice Bags		50
Activity Bags		200
Teen Craft Bags		60
Little Bluebirds		14
Guessing Jars		482
Scavenger Hunts		487

Adult	**Date**	**#**
1 on 1 Tech Help(13 sessions)		13
Notary Public Service(6 sessions)		6
Believe & Achieve	6/2/2026	7
Kindhearted	6/8/2026	16
Pressed Flower Tealight Holders Craft	6/9/2026	24
Intro to Generative AI w/ Rachael W.	6/10/2026	22
Cover to Cover	6/18/2026	7

Outreach	**Date**	**#**
Senior Dining	6/10/2026	28
Reading with Jo	6/10/2026	7
Critic's Choice Movie	6/24/2026	13

Youth	**Date**	**#**
Read to a Dog(4 sessions)		57
Wiggle, Giggle, Shake(3 sessions)		61
Magic of Isaiah(2 sessions)		195
Big Bubble Show(2 sessions)		274
The Magic of Storytelling	6/9/2026	47
Dinosaur Dimension	6/17/2026	133
Moo to You	6/29/2026	48

General Interest	**Date**	**#**
Real Writers Group	6/13/2026	19
Spanish Club	6/16/2026	6
Ice Cream Bingo	6/26/2026	32
Library Social Hour	6/26/2026	1

OVERALL ROOM USE

Room	**# of people**
Atrium	0
Board Room	25
Carnegie	0
Community Room	184
Genealogy Room	0
Semling-Menke Room	32
Storyhour Room	24
YS Activity Room	828

JUNE 2026

BORROWERS		Jun 2026	Jun 2025	% Change	Jun 2024	% Change
City	Adult	2,865	3,404	-15.8%	3,702	-22.6%
	Youth	738	884	-16.5%	873	-15.5%
County	Adult	2,532	3,029	-16.4%	3,291	-23.1%
	Youth	657	767	-14.3%	767	-14.3%
Other	Adult	383	411	-6.8%	397	-3.5%
	*ILL	427	417	2.4%	452	-5.5%
	Youth	60	72	-16.7%	75	-20.0%
TOTAL BORROWERS		7,662	8,984	-14.7%	9,557	-19.8%

*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	Jun 2026	Jun 2025	Jun 2024	YTD 2026	YTD 2025
Endowment Fund	$ -	$ 100	$ -	810	$ 1,355
Special Projects Fund	$ -	$ -	$ 150	-	$ 75
Gifts/Memorials	$ 120	$ 66	$ -	875	$ 588

RESOURCE SHARING	Jun 2026	Jun 2025	% Change	Jun 2024	% Change	YTD 2026	YTD 2025	% Change
V-Cat Received	1,712	1,460	17.3%	1,275	34.3%	8,469	8,091	4.7%
V-Cat Sent	1,038	948	9.5%	1,098	-5.5%	6,410	6,837	-6.2%
ILL Received	58	36	61.1%	43	34.9%	315	195	61.5%
ILL Sent	93	67	38.8%	62	50.0%	571	565	1.1%

CIRCULATION		Jun 2026	Jun 2025	% Change	Jun 2024	% Change	YTD 2026	YTD 2025	% Change
Audiobooks	Adult	78	119	-34.5%	100	-22.0%	601	739	-18.7%
	Youth	72	28	157.1%	28	157.1%	167	158	5.7%
Books-Fiction	Adult	2,557	2,648	-3.4%	2,653	-3.6%	14,098	14,945	-5.7%
	Youth	4,117	4,185	-1.6%	3,322	23.9%	19,096	18,562	2.9%
Books-Nonfiction	Adult	999	1,066	-6.3%	1,018	-1.9%	5,896	5,942	-0.8%
	Youth	942	616	52.9%	638	47.6%	4,120	3,340	23.4%
CDs/Cassettes	Adult	134	102	31.4%	116	15.5%	1,376	598	130.1%
	Youth	19	28	-32.1%	23	-17.4%	116	122	-4.9%
DVD/Blu-Ray/VHS	Adult	617	616	0.2%	657	-6.1%	4,055	4,452	-8.9%
	Youth	460	454	1.3%	523	-12.0%	2,407	2,513	-4.2%
Games	Adult	27	8	N/A	4	N/A	83	22	277.3%
	Youth	44	30	46.7%	25	76.0%	189	123	53.7%
Magazines	Adult	149	231	-35.5%	214	-30.4%	910	1,305	-30.3%
	Youth	7	-	N/A	-	N/A	9	-	N/A
Other	Adult	200	119	68.1%	99	102.0%	856	631	35.7%
	Youth	32	16	100.0%	14	128.6%	116	103	12.6%
PHYSICAL ITEMS SUB TOTAL		10,454	10,266	1.8%	9,434	10.8%	54,095	53,555	1.0%
Digital Library	Audiobooks	1,430	1,249	14.5%	1,211	18.1%	8,099	7,447	8.8%
	eBooks	785	728	7.8%	841	-6.7%	4,816	4,866	-1.0%
	Magazines	213	272	-21.7%	174	22.4%	1,395	1,749	-20.2%
	* Music/Videos	86	-	N/A	-	N/A	497	-	N/A
DOWNLOADS SUB TOTAL		2,514	2,249	11.8%	2,226	12.9%	14,807	14,062	5.3%
TOTAL CIRCULATION		12,968	12,515	3.6%	11,660	11.2%	68,902	67,617	1.9%

* Kanopy Streaming Service added at the end of September 2025

MATERIALS CIRCULATING	Jun 2026	Jun 2025	% Change	Jun 2024	% Change	YTD 2026	YTD 2025	% Change
% Nonprint Materials Circulated	16.1%	14.8%	8.7%	16.8%	-4.4%	18.42%	17.7%	4.3%
% Print Materials Circulated	83.9%	85.2%	-1.5%	83.2%	0.9%	81.58%	82.3%	-0.9%
% Adult Materials Circulated	45.5%	47.8%	-4.8%	51.5%	-11.6%	51.53%	53.5%	-3.6%
% Youth Materials Circulated	54.5%	52.2%	4.4%	48.5%	12.3%	48.47%	46.5%	4.2%

DOCUMENT FOR THE ENDOWMENT FUND OF THE T. B. SCOTT FREE LIBRARY

Originally adopted and executed 6/23/1981; Revisions from the "Resolution on the Annual Fiscal Year" incorporated 10/13/1982; "Amendment to Originating Document for Endowment Fund of the T. B. Scott Free Library" approved 4/13/1983; Reviewed and revised 12/17/2003, 5/17/2017; Reviewed 9/21/2022. Reviewed and revised 7/15/2026. Next review date: 2026.

I. Name: The fund shall be known as the "T. B. Scott Free Library Endowment Fund."

II. Mission: The mission of the Endowment Fund is to build a funding reserve to strengthen the library's assets beyond tax-based support and lift its resources and services to standards of excellence.

III. Purpose: The purpose of the Endowment Fund is exclusively charitable and educational within the meaning of Section 501(c)(3) of the Internal Revenue Code. Contributions are tax deductible as allowed by law.

Notwithstanding any other provisions of this document, the Endowment Fund shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue law).

IV. Management: The Endowment Fund shall be managed by the Board of Trustees of T. B. Scott Free Library as set forth in the Endowment Fund & Trust Fund Management Policy.

V. Fiscal Year: The annual fiscal year for the Endowment Fund shall be the calendar year.

VI. Period of Existence: The period of existence of the Fund shall be perpetual.

VII. Funding: The T. B. Scott Free Library Endowment Fund will be funded by irrevocable donations received from individuals, corporations, trusts, partnerships, and any other organization or group. Additional funding for the Endowment Fund shall be from the income earned from the donations.

Donations may be given as an outright gift, in memory of, or in honor of individuals or groups. All Endowment Fund donations received by the library ~~that are not designated by the donor for a specific purpose or account~~ will be designated as general fund purposes; however, Endowment Fund donations may be designated for a specific purpose or account at the discretion of the Board.

Names of donors to the Endowment Fund ~~will~~ may be acknowledged on a plaque located in the library if their contribution totals an amount to be specified by the Board.

VIII. Use of Funds: No part of the Endowment Fund shall be used for normal operating expenses incurred by the T. B. Scott Free Library.

IX. Accounts: The Endowment Fund serves as an umbrella for several library donations accounts. These accounts include the Capital Projects Account~~, the Memorial Books Account,~~ and the Special Projects Account.

1. **The Capital Improvements Account:** Capital improvements are defined as substantial additions and/or repairs for buildings, materials, landscaping, furnishings, and equipment deemed by the Board to be either necessary or desirable for the continued operation of the library. The principal of the Capital Improvements Account is invested; only the interest it produces is used to fund the projects. Expenditures from the Capital Improvements Account require prior approval of the Board.

~~2. **The Memorial Books Account:** Sub-accounts with donor or Board specified restrictions may exist within this account. Donors may request that a new Memorial Books Sub-Account be established if their contribution totals an amount to be specified by the Board. Memorial books or other library materials purchased from these funds will be designated by a special bookplate. Expenditures from the Memorial Books Account do not require prior approval of the Board if they meet the donor's designated purpose.~~

3. **The Special Projects Account:** The Special Projects Account is intended to fund projects that cannot be accomplished through the normal budgeting process, but that will provide new, improved and/or innovative services, conveniences, programming, and/or collection development for the benefit of library users. Sub-accounts with donor or Board specified restrictions may exist within this account. Expenditures from this account are not limited to interest income but do require prior approval from the Board.

X. Powers of the Board: As a means of accomplishing the purposes of the Endowment Fund, the Financial Secretary with approval of the Board shall have the power to sell, exchange, convey, mortgage, lease, transfer, or otherwise dispose of any such property, both real and personal as the objective and purpose of the Endowment fund may require, subject to the requirements as may be prescribed by law.

XI. Financial Secretary: The Board shall select a member to be known as the Financial Secretary of the Endowment Fund. The Financial Secretary shall hold office only while serving on the Board and shall be elected annually at the same time and in the same manner as the other officers of the Board. ~~A bond to the Board shall be furnished in such sum, not less than double the amount of such property so held by the financial secretary, and with such sureties as the Board requires.~~ The Financial Secretary shall submit any necessary tax forms to the IRS. The Financial Secretary shall make a semi-annual report to the Board showing in detail the amount, investment income and disbursements from the endowment funds. The library Director will submit a copy of the year-end report of the Endowment Fund to the Department of Public Instruction, along with the Public Library Annual Report.

XII. Inurement of Funds: No part of the donations to or of the net earnings of the Endowment Fund shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons except that the Endowment Fund shall be authorized and empowered to pay reasonable compensation for services rendered.

XIII. Legislative or Political Activities: No substantial part of the activities of the endowment fund shall be the carrying on of propaganda or otherwise attempting to influence legislation and the Endowment Fund shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

XIV. Distribution of Assets: All contributions made to the T. B. Scott Free Library Endowment Fund shall remain the assets of the T. B. Scott Free Library with no distribution of the same unless authorized by the Board or until the Endowment Fund is terminated. Upon termination of the Endowment fund, the distribution of the assets shall be at the direction and control of the Board.

XV. Dissolution Clause: Upon dissolution of the Endowment fund, the Board of Trustees shall, after paying or making provisions for the payment of all of the liabilities of the Fund, dispose of all the assets of the Fund exclusively for the purposes of the Fund in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Trustees shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Endowment Fund is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purpose.

XVI. Amendments: This Endowment Fund Document may be amended by a majority of the full Board of Trustees members at any regular or annual meeting, or at a special meeting called for such a purpose.

Policies

T.B. SCOTT FREE LIBRARY ENDOWMENT FUND & TRUST FUND MANAGEMENT POLICY

Approved:

A. DEFINITIONS

1. "Endowment fund" means an institutional fund, or any part thereof, not wholly expendable by the institution on a current basis under the terms of the applicable gift instrument. See WI Stat 112.10(1)(a).

2. "Gift instrument" means a will, deed, grant, conveyance, agreement, memorandum, writing, or other governing document, including the terms of any institutional solicitation from which an institutional fund resulted, under which property is transferred to or held by an institution as an institutional fund. See WI Stat 112.10(1)(b).

3. "Institutional fund" means a fund held by an institution for its exclusive use, benefit, or purposes, but does not include a fund held by a trustee that is not an institution nor a fund in which a beneficiary that is not an institution has an interest, other than possible rights that could arise upon violation or failure of the purpose of the fund. See WI Stat 112.10(1)(f).

4. "Outside of normal operating budget" means expenditures deemed by the T.B. Scott Free Library Board of Trustees (Board) to enhance the T.B. Scott Free Library (Library) collection, programs or facilities, but not to replace funds normally provided by government entities for those purposes.

5. "Undesignated gifts" means those gifts and bequests contributed to the Library not specifically designated by the donor to be used for a specific purpose.

UNDESIGNATED GIFTS -- The Board may authorize that undesignated gifts be invested as a component of the Library Endowment Fund. Such funds may be comingled with other investments provided that the original invested value of such gifts is separately accounted for in total. The earnings, including realized and unrealized appreciation, from the investment of these gifts shall be added to all such other earnings of this Endowment Fund and may be expended at the discretion of the Board for approved purposes of the Library. In addition to the earnings from the investment of these undesignated gifts, the Board may also appropriate for expenditure all or any portion of the original invested value for approved purposes of the Library.

Policies

B. INTRODUCTION AND PURPOSE

Endowment funds are gifts and bequests contributed to the Library not specifically designated by the donor for current expenditure. They are presented in order that improved or special services, programs and materials outside of the normal operating budget may be undertaken or purchased as approved by the Board.

C. ADMINISTRATION OF LIBRARY ENDOWMENT FUNDS

1. Control of Endowment Funds -- Endowment funds are exclusively under the control of the Board of the Library, under the provisions of Chapter 112 of the Wisconsin Statutes as may from time to time be amended. These funds shall not be commingled with any City of Merrill funds.

2. Management of Endowment Funds -- The Board alone shall act in all matters regarding the investment of endowment funds. The Board may delegate the investment management function as set out in #5 below.

3. Investment of Endowment Funds -- All endowment funds held by the Library, unless otherwise restricted by the gift instrument, may be invested and reinvested in any real or personal property deemed advisable by the Board, whether or not it produces a current return, including mortgages, stocks, bonds, debentures, and other securities of profit or nonprofit corporations, shares of obligations of associations, limited liability companies, partnerships, or individuals, and obligations of any government or subdivision or instrumentality thereof. They may also be invested in any other pooled or common fund available for investment including shares or interests in regulated investment companies, mutual funds, common trust funds, limited liability companies, investment partnerships, real estate investment trusts or similar organizations in which funds are commingled and investment determinations are made by persons other than the Board. See WI Stat 112.10(4).

4. Use of Fund Earnings Including Realized and Unrealized Appreciation -- The Board may authorize the expenditure of all current earnings of the endowment fund from the current year and all prior years, including interest, dividends, rents and similar income items, provided such expenditures are for approved purposes of the Library and are not in violation of the gift instrument.

   The Board may also appropriate for expenditure so much of the net appreciation, realized and unrealized, in fair value of the assets of the endowment fund over the historic dollar value of the fund as is prudent under the required standard of care, provided such appropriation is not in violation of the gift instrument. See WI Stat 112.10(2)

Policies

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3. "Institutional fund" means a fund held by an institution for its exclusive use, benefit, or purposes, but does not include a fund held by a trustee that is not an institution nor a fund in which a beneficiary that is not an institution has an interest, other than possible rights that could arise upon violation or failure of the purpose of the fund. See WI Stat 112.10(1)(f).

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Policies

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3. Investment of Endowment Funds -- All endowment funds held by the Library, unless otherwise restricted by the gift instrument, may be invested and reinvested in any real or personal property deemed advisable by the Board, whether or not it produces a current return, including mortgages, stocks, bonds, debentures, and other securities of profit or nonprofit corporations, shares of obligations of associations, limited liability companies, partnerships, or individuals, and obligations of any government or subdivision or instrumentality thereof. They may also be invested in any other pooled or common fund available for investment including shares or interests in regulated investment companies, mutual funds, common trust funds, limited liability companies, investment partnerships, real estate investment trusts or similar organizations in which funds are commingled and investment determinations are made by persons other than the Board. See WI Stat 112.10(4).

4. Use of Fund Earnings Including Realized and Unrealized Appreciation -- The Board may authorize the expenditure of all current earnings of the endowment fund from the current year and all prior years, including interest, dividends, rents and similar income items, provided such expenditures are for approved purposes of the Library and are not in violation of the gift instrument.

The Board may also appropriate for expenditure so much of the net appreciation, realized and unrealized, in fair value of the assets of the endowment fund over the historic dollar value of the fund as is prudent under the required standard of care, provided such appropriation is not in violation of the gift instrument. See WI Stat 112.10(2)

The Board shall approve all expenditures and any withdrawals shall be authorized in writing by at least two of the three officers including the President, Vice-President or Financial Secretary.

5. Delegation of Investment Management -- The Board may contract with independent investment advisers, investment counsel or managers, banks, or trust companies to act in place of the Board in investment and reinvestment of these endowment funds, and may authorize the payment of compensation for the contracted services. However, the Board shall exercise ordinary business care and prudence under the facts and circumstances prevailing at the time of the action or decision. See WI Stat 112.10(5) and (6).

If the Board contracts for investment services it must still exercise reasonable care, skill and caution in selecting an agent and in establishing the scope and terms of the delegation. The Board must also periodically review the actions of the agent to monitor performance and compliance with the terms of the delegation. See WI Stat 881.01(10).

The Board shall from time to time advise the independent investment adviser, counsel or manager, bank or trust company, to which it has delegated investment management, what is acceptable as an appropriate mix of investments between equity investments and fixed investments.

T B SCOTT FREE LIBRARY

MERRILL, WISCONSIN

Unaudited Financial Statement
For the Six Months Ending
June 30, 2026

T B SCOTT FREE LIBRARY
ENDOWMENT FUND

Statement of Assets and Fund Balances

Assets	**June 30, 2026**	**December 31, 2025**
Crossbridge Bank		
Checking Account	$97,341.67	$88,993.13
C D	150,000.00	---00---
Edward Jones		
Money Market Acct	17,863.94	17,612.54
C D's	260.023.40	260,821.60
Mutual Funds	99,321.21	96,995.30
Incredible Bank		
C D	230,436.42	225,919.15
Total Fund Balance	$854,986.64	$690,341.72

T B SCOTT FREE LIBRARY
ENDOWMENT FUND
Statement of Receipts and Disbursements

	Jan/Jun 2026	Jan/Dec 2025
Receipts		
Dividend/Interest Income		
Crossbridge		
Checking Account	$676.90	$2,322.49
Edward Jones		
Money Market	251.40	662.51
Certificate of Deposits	--00--\	12.100.00
Adj to Market	(798.20)	
Mutual Funds Div	2,715.81	5,389.49
Adj To Market	(389.93)	1,193.37
Incredible Bank		
Certificate of Deposit	4,517.27	7,043.19
Donations Received		
Endowment Fund	113,224.58	107,711.15
Zander Bequest	52,616.12	49,854.59
Other Income		
City Reimbursement	-00--	19,800.00
Total Receipts	$172,813.98	$206,076.79
Disbursements		
Special Projects	7,743.06	172,170.65
Administrative Expense	426.00	400.00
Total Disbursements	$8,169.06	$172,570.65
Excess (Deficit) Cash	$164,644.92	$33,506.14

T B SCOTT FREE LIBRARY
ENDOWEMENT FUND
BALANCES

June 30, 2026

Financial	Account	Rate	Maturity	Balance
Crossbridge	Ckg	2.00%	---	$97,341.67
Crossbridge	CD	3.57	8/31/26	150,000.00
Incredible Bank	CD	3.47	8/21/26	230,436.42
Edward Jones	Savings	3.87		17,863.94
Edward Jones	CD	4.20	8/06/26	130,011.70
Edward Jones	CD	4.20	8/06/26	130,011.70
Edward Jones	Mutual Fund			99,321.21
Total				$854,986.64

T B SCOTT FREE LIBRARY
ENDOWMENT FUND
DISBURSEMENTS

Jan/Jun 2026

T B Scott Lib. Misc and Special Projects	$7,743.06
Lincoln County—Donor Death Cert.	26.00
R Mamer CPA---Form 990 Filing	400.00
Total	$8,169.06

T B SCOTT FREE LIBRARY

ZANDER TRUST ANALYSIS

2026 YEAR TO DATE

Balance 12/31/26	$1,902,920.88	
Dividends & Interest	25,875.22	2.71% Annualized
Market Growth	40,205.63	4.22% Annualized
Balance 6/30/26	$1,969,001.73	

Disbursements

Donation to T B Scott Endowment Fund $52,616.12

Possible Solar Closing (draft for approval)

From: Kurt Reinhold (kurt@legacysolarcoop.org)

To: mvgeisler@aol.com

Cc: josh@northwindre.com; peter@legacysolarcoop.org

Date: Friday, March 6, 2026 at 12:17 PM CST

Good afternoon, Mike

Here is a draft Closing Transactions Chart to see if this will be acceptable for T.B. Scott Library.

The purchase price is now at $37,500 but after getting a credit from Legacy Solar Co-op for the bonds the Library still own, the out of pocket cost would be $14,887.11 split between a small check to TBS Solar, LLC and a larger one to Legacy Solar Co-op to pay off the loan at closing. We can meet over a zoom call to go over any details or explanations.

Draft Closing Transactions for an April Sale

	TB Scott Library	TBS Solar, LLC	Legacy Solar Co-op
Buyout Price	($37,500.00)	$37,500.00	
Original Capacity Share Credit	$1,000.00	($1,000.00)	
TB Scott Library Bonds	$21,837.89		($21,837.89)
NWRE Bonds		$1,134.15	($1,134.15)
Solar Loan Repayment		($35,942.45)	$35,942.45
Closing Costs (discounted)	($225.00)	($225.00)	$450.00
(Out of Pocket) / Cash at Closing	**(14,887.11)**	**1,466.70**	**13,420.41**
		with a taxable portion equal to the FMV minus unused basis after depreciation	***Other Bondholders to receive the balance according to each individual bond balance***

TB Scott Library issues 1 check to TBS Solar, LLC: **1,466.70**

TB Scott Library issues 1 check to Legacy Solar Co-op: **13,420.41**

Let me know if the terms look good and I can start drawing up the purchase agreement and other closing documents. If we need to change the date from 4/15/26 to a later date, we'll need to update the interest owed on the bonds and loans but it should not be much of a difference overall.

Thank you!

Sunniest Regards,
Kurt

--

Kurt Reinhold, President & Chief Executive

Legacy Solar Wisconsin Cooperative
P.O. Box 7622
Madison, WI 53707
Phone/Text: 608-957-6801

Have we helped you get your solar project going? Please consider writing a Google Review of our solar consulting services. It takes just a few minutes.

Together we can build a solar legacy in Wisconsin and beyond.

Legacy Solar Co-op

Wisconsin Sustainable Business Council

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: Hosting a monthly themed bingo for adults on a Friday. Also hosting the 60+ dining site with the ADRC every second Wednesday of the month. 2/9/26 MP. Youth Services held a STEAM airplane build for school age kids that was very well received. We will be starting a new toddler program in March focusing on literacy, art, and play with an emphasis on caregiver/parent and child engagement. AB 2/9/26. We hosted our first Chess Club open to both children and adults. It was very well received, and we will host a new 6-week session this fall. AB/MP 7/6/26. Started hosted a monthly bingo program beginning in January. It will continue throughout the year. MP 7/6/26.

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. 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. This summer Youth Services partnered 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, fruit, and forestry. Beginning an adult water color class with a retired art teacher in September. Also bringing two events this fall about Women's Right to Vote. 9/2025 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: The new juvenile nonfiction bins have been installed, and the collection has been recategorized into subjects. This has been very well received, and kids are actively browsing this section much more than they have in the past. AB 2/9/26. Juvenile nonfiction circulation has steadily increased since installing the new book bins and recategorizing the collection. AB 7/6/26.

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

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: Staff participated in QPR Training in the Workplace to help them recognize the signs of patrons in distress and how to assist when such interactions/discussions include suicidal comments. The presentation also included self-help techniques for staff when such interactions take place. LO. 7/26. Staff were introduced to an editing tool that can be used on tech devices, i.e. iPhones, iPads, tablets, etc. when creating videos for work projects and for personal use outside of worktime. LO. 7/26.

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. 2024 ended with Customer Service in October and Service in Action in November. 01/01/25 LO. Technology training for staff in January and February made possible through the PLA Digital Literacy Initiative Grant. 04/09/25. LO. In April, we focused on self-care with MOESONG Breathing. Focused on taking care of ourselves so we can better serve our patrons. 04/25/25. LO Staff Development Days in 2025 covered the following topics: Two full days of technology training; MOESONG Breathing Training for mental and physical wellbeing; Escape Room Team Building Activities; and Neurodiversity in the Workplace and the Library Training. 12/31/2025. LO

Managing the Library's Money

9

The library board has ultimate responsibility for all aspects of library financial management—from budgeting to spending to financial reporting. Your community will be much more willing to provide the resources necessary for high-quality library service when they know library finances are carefully controlled and monitored.

The board controls and monitors library finances by:

- Careful development and approval of the budget (see *Trustee Essential #8: Developing the Library Budget*).
- Review and approval of all library expenditures.
- Review and monitoring of monthly financial statements.
- Development of policies for the handling of gifts and donations.
- Accurate financial reporting.
- Careful attention to financial audits.

In This Trustee Essential

- Responsibilities for library expenditures
- Responsibilities for library financial health and financial reporting
- Options for proper handling of gifts and donations

Approval of Library Expenditures

Wisconsin Statutes give the library board exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund. The board exercises this control through the approval of the budget, the establishment of financial policies, and the audit and approval of vouchers for all library expenditures.

Basic library financial procedures are as follows:

1. The library board approves the annual budget and any budget adjustments necessary during the year. (See *Trustee Essential #8: Developing the Library Budget.*)
2. The library director is delegated authority to make purchases within the budget and according to board-approved purchasing policies.
3. The library director is responsible for preparing vouchers for all expenditures, a monthly list of all library expenditures, and a monthly financial statement.
4. At the monthly board meeting, the library board audits and approves payment of the expenditures, and reviews and approves the financial statement.
5. The board secretary, or other designee of the board, signs the vouchers and they are forwarded to the municipal clerk for payment.

6. Expenditures approved by the board for payment out of any library-held trust/gift fund accounts are made by the board treasurer or other designee of the board. It is recommended that board policy or bylaws require two signatures (one being the board treasurer or president) for any payment or withdrawal out of a library-held account.

Financial Statements

To facilitate the board's monitoring of library finances, the director should present financial statements that the library board and the general public can understand. The library director should provide monthly financial reports that include:

- Last month and year-to-date expenditures for each line item
- Total income and expenditures last month and year-to-date
- Budget balances for each line item and the total budget

To oversee the finances adequately, the board should study financial statements carefully, ask questions, and be sure that they understand any unexpected or unusual expenditures or budget developments.

Gifts and Donations

Library boards may deposit gift, bequest, devise, and endowment funds in a savings or checking account held by the library. However, all other library income, including fines and fees, must be deposited with the municipality.

Wisconsin library law provides that library boards have exclusive *control* of all funds collected, donated, or appropriated for the library fund; however, library boards have the legal authority to maintain *custody* of only gift, bequest, devise, and endowment funds. Expenditures of funds held by the municipality for library purposes are made as approved by the library board, with actual disbursements made by the municipal treasurer.

Wisconsin Statutes Section 43.58 (7) provides five alternatives for the handling of a gift, bequest, devise, or endowment provided to the library. Before making such transfers, library boards should be careful to consider any special provisions of the original gifts, bequests, or endowments. As with other transfers and deposits, the library board retains control of these funds.

1. The library board may pay or transfer the gift, bequest, or endowment, or its proceeds to the treasurer of the municipality or county in which the library is situated.
2. The library board may deposit the gift, bequest, or endowment to a public depository under Chapter 34 (a bank, credit union or savings and loan in Wisconsin, or the Local Government Investment Pool).
3. The library board may transfer the gift, bequest, or endowment to a charitable organization, described in section 501 (c) (3) of the Internal Revenue Code and exempt from federal income tax under section 501 (a) of the Internal Revenue Code.

4. The library board may instruct the board's financial secretary to invest the gift funds as permitted under Section 112.10. A financial secretary must be bonded for at least the value of the funds or property held. The financial secretary must also make at least annual reports to the library board showing in detail the amount, investment, income and disbursements from any funds held. This report must also be attached to the annual report provided to the municipality and the Division for Libraries and Technology.

5 The library board may pay or transfer the gift bequest, or endowment to a charitable organization or to a community foundation only if the library board and the charitable organization or the community foundation agree, in writing and at the time of the payment or transfer of the gift, bequest, or endowment, to the conditions outlined in the Statutes [s. 43.58 (7) (3)].

For any funds in library custody, it is important that a library adopt policies for financial practices and controls that meet municipal audit requirements. For example, library board policy should require two signatures for any payment or withdrawal out of a library-held account. Libraries holding substantial funds should have an investment policy approved by the library board.

Annual Report

The library board is responsible for approving the state-required annual report and providing a copy to the library system, the DLT, and to the governing municipality. The library director prepares this report, but it is the library board's responsibility to ensure that the report is accurate and complete. It must show all library income by source and all expenditures in detail, as well as the status of all funds under library board control. Instructions and forms for the annual report are available at http://dpi.wi.gov/pld/data-reports/annual-report. A *Sample Trust/Gift Fund Report* is attached.

Audit

In most communities, public library financial records should be audited along with all other records maintained by the municipality or county that serves as the library's fiscal agent. Funds controlled directly by the library board, such as gift funds or endowments, should be audited annually by the municipality, the county, or an outside auditor. If your municipality does not audit your library's financial records, you may want to ask that they do so, or you may budget for an outside auditor to conduct an annual audit. Municipal and library audits are public records and must be publicly available. The library board should examine audit reports and carefully follow any audit recommendations.

Discussion Questions

1. Why is careful control and monitoring of library expenditures important?
2. What should a library board member do if he/she doesn't understand part of the financial statement or doesn't know the purpose of a particular expenditure?
3. What can your library board do if your library has a large unexpected expenditure—for example, if the air conditioning unit fails and needs to be replaced immediately?

Sources of Additional Information

- *Sample Trust/Gift Fund Report*
- Your library system staff (See *Trustee Tool B: Library System Map and Contact Information.*)
- 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.

Sample Library Trust / Gift Fund Report

Note: A public library may maintain custody of gifts, donations, bequests, devises, or endowments. (See *Trustee Essential #9* for details.) The library's annual report must show the amount and investment of and income and disbursements from any funds under library board control, including transfers to foundations.

Date		1-Jan Beginning Balance	Deposits (New Donations)	Interest Earned	Expenditures	Balance
	Anytown Natl. Bank					
	CD #123456					
1-Jan		$ 5,000				$ 5,000
30-Dec				$ 300		$ 5,300
	Village Donation Account	$ 800	$ 1,450		$ (1,200)	$ 1,050
	Donations Transferred to Community Foundation	$ 3,700	$ 1,200			$ 4,900
	Anytown Natl. Bank					
	checking acct. #123456					
1-Jan		$ 1,000				$ 1,000
28-Feb	Ms. Smith donation		$ 800			$ 1,800
10-May	Mr. Brown donation		$ 300			$ 2,100
30-May	transfer to operating budget				$ (500)	$ 1,600
4-Jun	purchase of DVDs				$ (300)	$ 1,300
15-Jul	purchase of puppets				$ (100)	$ 1,200
20-Oct	purchase of chair				$ (100)	$ 1,100
Yearly total for all accounts		**$ 10,500**	**$ 3,750**	**$ 300**	**$ (2,200)**	**$ 12,350**

Library Director's Report – July 15, 2026

Events
For all upcoming events, please visit https://tbscottlibrary.org/events

Here are some Calendar of Events highlights for the next few weeks:

- Youth Services:
  - Monday, 7/13/2026 @10:30AM – Northwoods Forest Detectives – 4H Collaborative Program
  - Tuesday, 7/14/2026 ALL DAY is LEGO DAY
  - Friday, 7/17/2026 @10:30AM – Wiggle, Giggle, Shake (After this date, the program is on hiatus until Wisconsin Children's hires a replacement for the program facilitator)
  - Tuesday, 7/21/2026 @10:30AM – Ready, Set, Fly: Model Airplane Build
- Adult Services:
  - Spice of the Month – Tajin
  - Mini Food Pantry Food Drive – ongoing
  - Wednesday, 7/22/2026 @1PM – Critic's Choice Movie
  - Friday, 7/24/2026 @11AM – Sounds of the USA Bingo
  - Friday, 7/31/2026 @3:30P – Library Social Hour

WVLS

- Board Rep. Jill Indrebo had nothing to report at this time. She will attend the 8/19/2026 Board meeting to report

Friends of the Library

- The Friends did not meet in July. They will resume meetings in August.

Report

- **Summer Reading Update**: The summer reading hubbub is shortly coming to a close not without a load of appreciation to a wonderful library team that goes above and beyond to make reading memories special and eventful. How could one forget about reading at the library during the summer after all the wonderful experiences community members have had here at T.B. Scott. This library team could not do what they do during summer reading or anytime of the year without the support of community members, community businesses, non-profit organizations, and general library supporters.

- **Wisconsin Trustee's Training Week**: Reminder that registration for this year's Wisconsin Trustee Training Week is now open. Please take the time to look over the session descriptions. The topic line up looks very interesting and well worth your time to register to view live or as a recording after the live session date. I have heard the majority of the presenters at conferences over the years. They have a great deal to share from the years of experience they have in the public library realm. I have included a link to session descriptions and registration: https://www.wistrusteetraining.com/register

- **Sustainable Libraries Initiative**: In April, it was announced that the Wisconsin Library Association and Sustainable Libraries Initiative were partnering to offer Wisconsin public libraries with tools and resources to address the challenges and mitigate the impact of climate change in their communities. Interestingly enough, this library has already taken steps to mitigate our impact with the installation of LED lighting in the Carnegie wing and the rewiring of the interior lighting system that allows us to intentionally "turn off" the lights when we leave for the day. No timing mechanism that keeps the lights on when we don't need them. However, we know there is more we can do to reduce our impact and help our community members do the same through programming. The membership resources provide libraries with tried and tested programs, vendor lists, a community of like-minded librarians to bounce off ideas, policy development resources, and more. I have shared a link to the Benefits of Membership page of the SLI website for your review. This library has registered with SLI and has a membership login that staff can utilize for programming purposes. Having been a part of this community my entire life and then working in Adult Services for a period of time, I know there are members in our community that would enjoy attending presentations on sustainability and be interested in actively getting the word out to others in the community. This membership offers this library the conduit which allows us to do just that with already vetted and reliable resources. Stay tuned for more as we dive into sustainability at this library.

- **JobPod @T.B. Scott Free Library**: Prior to COVID this library was equipped with a dedicated DWD staff person that set up regular hours at the library to assist our patrons with all things related to job search, retention, and navigating the DWD resources. With budget cuts and the redesign of how DWD provided services, the in-person resources were suspended. This library has kept its thumb on the pulse of the WI DWD realizing the necessity of those services for our patrons and community members. Enters JobPod – JobPod was founded by the Bay Area Workforce Development Board, the Brown County Library, the Department of Workforce Development, and the Nicolet Library System, which also operates JobPod. Grants were made available to support the expansion of the initiative into more public libraries throughout the state and T.B. Scott Free Library was considered and offered grant support. The JobPod Wisconsin initiative relies on funding and support from state agencies, regional workforce development boards, and private partners like Microsoft. Primary grant and resource programs available include: JobPod Pilot & Expansion Grants, Wisconsin Fast Forward Grants, Workforce Innovation Grant Program, Local Board Initiatives, i.e. West Central Workforce Development Board. Details of the JobPod Initiative can be found at the link provided: https://jobpodwi.org/about/. The Adult Services Department is actively working with the JobPod coordinator to coordinate the setup of JobPod @T.B. Scott Free Library. Stay tuned for more details.

- **Merrill Aware & Active Citizens (AAC):** As a member of the Executive Committee of the Merrill AAC, I recently participated in a discussion related to the Bylaws and Purpose Statement as there was some question about the direction of the organization. At their July meeting they will be discussing and reaffirming with the membership the Purpose Statement that includes nonpartisan education; encouraging civic engagement which takes on various formats, i.e., government literacy, digital literacy, volunteerism; and inspiring community collaboration and hometown spirit. The discussion included the organizations support of a Government 101 series at the library and an upcoming Elections Education Forum.

- **Elections Education Forum:** With the upcoming elections this November, the Adult Services Department has had its eye on a National Issues Forum Institute Forum since earlier this year. After an Executive Committee meeting with the Merrill AAC and a recent meeting with a representative from the League of Women Voters, it was decided to collaborate with the members of the two groups to bring this forum to the library in late September, early October. Stay tuned as more develops.

- **Window Replacements:** City Facilities Maintenance Manager, TJ Brunett, has been working with Bruce Isaacson of Lincoln Wood Products on numerous window replacements to repair damaged and worn windows. Several of the Youth Services Activity Room windows will be replaced with windows that can be opened to allow for better air ventilation in the space. TJ was recently informed that the replacement windows are being provided by Lincoln Wood Products at no cost to the library. TJ has a crew that will assist with the installation as weather permits. A thank you has been sent to Lincoln Wood Products sharing with them how grateful the library is for their support.

- **SAVE THE DATE: Summer Staff/Board Get Together:** Board members and their significant other are invited to join the library staff on Thursday, August 27, 2026 @5PM at the Agri-Pavilion for an evening of conversation and fun. Games from the Library of Things will be available and, of course, the River Bend Trail and views of the river will be an added bonus. We look forward to having you join us.