

The Friends of the Library Executive Board will meet on Monday, April 21, 2025 at the L.E. Phillips Memorial Public Library in room 105. Committee chairs and members are welcome. Please contact the Friends of the Library for a meeting link if needed.

AGENDA

1. Call to order/Roll Call (Moen)
2. Motion to approve minutes from the meeting held March 17, at 6:00 p.m., (Moen)
3. Call for additions to agenda and announcements (Moen)
 - a. Budget Preview
 - b. Incoming Board Member Bios
4. Treasurer's reports (Gragert)
5. Library report (Kerr)
6. Board liaison report (Markgraf)
7. Staff General Updates (Yearous/Hayden)
 - a. Pango Books
 - b. Cohort
8. Old Business
 - a. Annual Meeting Update
9. New Business
 - a. Annual Ask from the Library (Kerr)
 - b. DSA approval (Kerr)
 - c. Leviathan
 - d. Alibris

The Mission of Friends of the Library

The mission of the Friends of the L.E. Phillips Memorial Public Library is to encourage literacy, expression, and discovery in the Chippewa Valley through support to the L.E. Phillips Memorial Public Library and the surrounding community.

Friends of the Library Regular Board Meeting Minutes 02/18/2025

Present: Jeremy Gragert, Treasurer; Michael Kersting, Member at Large; Esther Moen, President; Astrid Hayden, Administrative Assistant; Kimberly Hennings, Deputy Director; Mary Jo Mayer, Secretary; Deb Mathson, Vice President; Stacy Yearous, Program and Development Coordinator; Dave Lehmkuhl, Past President; Patti Ausman, Member at Large

Absent: Jill Markgraf, Interim Board Liason

1. Meeting called to order 6:01 p.m.
2. Call from Moen to approve mtg minutes from 1/20/25, Deb M approves, Michael seconds, minutes approved
3. Call from Moen for any additions to agenda. Item added by Yearous
4. **Treasurer's report (Gragert)** - Membership revenue for Jan/Feb still trickling in, following the very strong month of December.
5. **Library report (Hennings)** - Team held all day retreat with emphasis on organizational structure and how to fill needs with upcoming retirements. Working on CIP requests for larger purchases that may be needed in future such as aging library van. Youth Services staff retreat kicked off the upcoming Summer at the Library program. The Plant Propagation Station is returning for second year. During January, camera server software was upgraded with help from Chris from NetTel. Envisionware migrated to 3rd party remote printing service called Prince. This was launched and is indeed faster
6. **Staff General Updates (Yearous)** - Book sale held on February 8 raised \$1800.00, even with snowy weather and library closing early. Flash sales are being planned for March 13th and 27th. Leadership Eau Claire with 150 community business partners will solicit donations from their members via letter (34 will be personal asks). Five gift baskets from Friends were donated to Black History Month Gala. Scholarships will be awarded with funds raised.
7. **Old Business - Distinguished Service Award (Yearous)** - The updated DSA nomination form is presented for approval. This is now one combined form as a joint effort between Friends and Library. This process, pending approval is as follows: Go live on March 3, accept nominations thru April 18th, three parties (friends, board, staff) to review nominations until end of April, winner decided in early May, winner announced / presented at May annual mtg.
* *Motion put forth to approve form. Dave L. motioned approve, M. Mayer seconded, motion to approve unanimous by Friends, now moves fwd to library board for vote
8. **New Business - (Yearous)** - Searching for speaker for Friends annual mtg for an approx. 30 min talk prior to our regular meeting on May 19. Any ideas, thoughts email Stacy

Meeting adjourned 6:40 p.m. Minutes submitted by Mary J Mayer, Secretary

Next meeting March 17

Friends of the LE Phillips Memorial Public Library

Statement of Financial Position Summary

As of April 1, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	67,702.81
Other Current Assets	59,498.99
Total Current Assets	\$127,201.80
TOTAL ASSETS	\$127,201.80
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	0.00
Other Current Liabilities	17,690.08
Total Current Liabilities	\$17,690.08
Long-Term Liabilities	15,000.00
Total Liabilities	\$32,690.08
Equity	94,511.72
TOTAL LIABILITIES AND EQUITY	\$127,201.80

Friends of the LE Phillips Memorial Public Library

Statement of Activity

March 2025

	TOTAL
Revenue	
Book Sales	
Amazon/Ebay Sales	994.44
Bookstore Sales	1,878.79
Online Book Sales	590.19
Total Book Sales	3,463.42
Business Partners	500.00
Capital Appeal Donations	250.00
Interest	238.59
Memberships (Households)	2,946.00
Programs	
Give-a-Kid-a-Book	280.00
In Honor Of	350.00
Total Programs	630.00
Total Revenue	\$8,028.01
GROSS PROFIT	\$8,028.01
Expenditures	
Book Sale Expenses	
Book Sales	
Promotions	19.86
Total Book Sales	19.86
Online Book Sales	
Supplies	224.68
Total Online Book Sales	224.68
Total Book Sale Expenses	244.54
Credit Card Co. Fees	32.89
Miscellaneous Expense	1.39
Newsletter	181.13
Office Supplies	4.36
Payroll Expenses	
Taxes	197.28
Wages	2,578.88
Total Payroll Expenses	2,776.16
Program Expense	
Books for Babies	
Books	530.97
Total Books for Babies	530.97
Give-a-Kid-a-Book	
Misc. Expenses	17.95
Total Give-a-Kid-a-Book	17.95

Friends of the LE Phillips Memorial Public Library

Statement of Activity

March 2025

	TOTAL
In Honor Of Library	350.00
Total In Honor Of	350.00
Total Program Expense	898.92
Subscriptions/Org. Membership	182.99
Total Expenditures	\$4,322.38
NET OPERATING REVENUE	\$3,705.63
NET REVENUE	\$3,705.63

Friends of the LE Phillips Memorial Public Library

Statement of Activity by Month

July 2024 - March 2025

	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024
Revenue					
Book Sales					
Amazon/Ebay Sales	634.34	417.02	778.19	219.37	385.83
Bookstore Sales	998.53	1,026.79	2,517.71	840.60	1,018.51
Online Book Sales	280.41	775.18	359.09	771.34	469.62
Total Book Sales	1,913.28	2,218.99	3,654.99	1,831.31	1,873.96
Business Partners					
Capital Appeal Donations				50.00	
Corporate Memberships/Sponsorships		500.00		250.00	
Event Income					170.00
Grants					3,000.00
Interest	133.99	277.72	273.57	267.36	275.74
Memberships (Households)	163.92	299.05	314.42	466.94	765.00
Miscellaneous Income	2,000.00		250.00	1,000.00	
Monies Received from Library	100.00	3,100.00			6,628.00
Programs					
Books for Babies		250.00		6,003.92	
Give-a-Kid-a-Book		250.00	10.00	500.00	2,715.00
In Honor Of					75.00
Total Programs		500.00	10.00	6,503.92	2,790.00
Total Revenue	\$4,311.19	\$6,895.76	\$4,502.98	\$10,369.53	\$15,502.70
GROSS PROFIT	\$4,311.19	\$6,895.76	\$4,502.98	\$10,369.53	\$15,502.70
Expenditures					
Book Sale Expenses					
Book Sales					
Promotions					15.80
Volunteer Meals/Food				9.08	
Total Book Sales				9.08	15.80
Online Book Sales					
Postage	834.48			614.17	
Supplies		81.79	17.69		34.14
Total Online Book Sales	834.48	81.79	17.69	614.17	34.14
Total Book Sale Expenses	834.48	81.79	17.69	623.25	49.94
Credit Card Co. Fees	28.20	26.82	57.44	26.82	26.92
Event Expenses			17.99	9.58	
Insurance			252.00		
Memberships	65.85			24.76	11.26
Miscellaneous Expense		49.00			
Monies Remitted to Library		3,200.00			6,628.00
Newsletter				417.70	
Office Supplies					25.94

Friends of the LE Phillips Memorial Public Library

Statement of Activity by Month

July 2024 - March 2025

	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024
Payroll Expenses					
Taxes	184.83	204.28	224.52	206.53	228.83
Wages	2,416.01	2,670.46	2,934.81	2,699.83	2,991.14
Total Payroll Expenses	2,600.84	2,874.74	3,159.33	2,906.36	3,219.97
Program Expense					
Books for Babies					
Books	921.85	270.37	776.73	786.48	180.78
Supplies	256.88		15.40	87.30	
Total Books for Babies	1,178.73	270.37	792.13	873.78	180.78
Give-a-Kid-a-Book					
Books			507.60	1,410.53	2,025.97
Misc. Expenses					
Total Give-a-Kid-a-Book			507.60	1,410.53	2,025.97
In Honor Of					
Library					75.00
Total In Honor Of					75.00
Total Program Expense	1,178.73	270.37	1,299.73	2,284.31	2,281.75
Subscriptions/Org. Membership	170.99	170.99	182.99	182.99	182.99
Telephone	27.18			10.91	
Volunteer Appreciation	177.09		153.98	25.00	
YS Programs and Services (Prizes/Giveaways)	55.99	90.98	272.56	26.35	
Total Expenditures	\$5,139.35	\$6,764.69	\$5,413.71	\$6,538.03	\$12,426.77
NET OPERATING REVENUE	\$ -828.16	\$131.07	\$ -910.73	\$3,831.50	\$3,075.93
NET REVENUE	\$ -828.16	\$131.07	\$ -910.73	\$3,831.50	\$3,075.93

Friends of the LE Phillips Memorial Public Library

Statement of Activity by Month

July 2024 - March 2025

	DEC 2024	JAN 2025	FEB 2025	MAR 2025	TOTAL
Revenue					
Book Sales					\$0.00
Amazon/Ebay Sales	459.24	592.90	627.57	994.44	\$5,108.90
Bookstore Sales	793.26	1,145.14	2,508.66	1,878.79	\$12,727.99
Online Book Sales	884.11	975.86	570.38	590.19	\$5,676.18
Total Book Sales	2,136.61	2,713.90	3,706.61	3,463.42	\$23,513.07
Business Partners				500.00	\$500.00
Capital Appeal Donations	890.00	3,325.00	1,000.00	250.00	\$5,515.00
Corporate Memberships/Sponsorships	3,000.00				\$3,750.00
Event Income	3,322.19	75.00			\$3,567.19
Grants					\$3,000.00
Interest	416.19	120.36	258.14	238.59	\$2,261.66
Memberships (Households)	10,160.92	2,357.84	841.00	2,946.00	\$18,315.09
Miscellaneous Income	1,000.00	300.00			\$4,550.00
Monies Received from Library	4,500.00				\$14,328.00
Programs					\$0.00
Books for Babies					\$6,253.92
Give-a-Kid-a-Book	2,720.72	700.00		280.00	\$7,175.72
In Honor Of		125.00		350.00	\$550.00
Total Programs	2,720.72	825.00		630.00	\$13,979.64
Total Revenue	\$28,146.63	\$9,717.10	\$5,805.75	\$8,028.01	\$93,279.65
GROSS PROFIT	\$28,146.63	\$9,717.10	\$5,805.75	\$8,028.01	\$93,279.65
Expenditures					
Book Sale Expenses					\$0.00
Book Sales					\$0.00
Promotions			11.01	19.86	\$46.67
Volunteer Meals/Food					\$9.08
Total Book Sales			11.01	19.86	\$55.75
Online Book Sales		23.55			\$23.55
Postage		686.87			\$2,135.52
Supplies	59.84		38.49	224.68	\$456.63
Total Online Book Sales	59.84	710.42	38.49	224.68	\$2,615.70
Total Book Sale Expenses	59.84	710.42	49.50	244.54	\$2,671.45
Credit Card Co. Fees	44.65	166.34	37.41	32.89	\$447.49
Event Expenses		808.99			\$836.56
Insurance			31.00		\$283.00
Memberships		366.17			\$468.04
Miscellaneous Expense				1.39	\$50.39
Monies Remitted to Library	4,500.00				\$14,328.00
Newsletter				181.13	\$598.83
Office Supplies		16.99	58.27	4.36	\$105.56

Friends of the LE Phillips Memorial Public Library

Statement of Activity by Month

July 2024 - March 2025

	DEC 2024	JAN 2025	FEB 2025	MAR 2025	TOTAL
Payroll Expenses					\$0.00
Taxes	206.01	218.27	202.65	197.28	\$1,873.20
Wages	2,692.90	2,853.17	2,649.07	2,578.88	\$24,486.27
Total Payroll Expenses	2,898.91	3,071.44	2,851.72	2,776.16	\$26,359.47
Program Expense					\$0.00
Books for Babies					\$0.00
Books	755.92	498.03	446.31	530.97	\$5,167.44
Supplies	68.28	11.08	55.99		\$494.93
Total Books for Babies	824.20	509.11	502.30	530.97	\$5,662.37
Give-a-Kid-a-Book					\$0.00
Books	1,499.92				\$5,444.02
Misc. Expenses		206.35		17.95	\$224.30
Total Give-a-Kid-a-Book	1,499.92	206.35		17.95	\$5,668.32
In Honor Of					\$0.00
Library		125.00		350.00	\$550.00
Total In Honor Of		125.00		350.00	\$550.00
Total Program Expense	2,324.12	840.46	502.30	898.92	\$11,880.69
Subscriptions/Org. Membership	182.99	182.99	582.99	182.99	\$2,022.91
Telephone		11.59			\$49.68
Volunteer Appreciation					\$356.07
YS Programs and Services (Prizes/Giveaways)					\$445.88
Total Expenditures	\$10,010.51	\$6,175.39	\$4,113.19	\$4,322.38	\$60,904.02
NET OPERATING REVENUE	\$18,136.12	\$3,541.71	\$1,692.56	\$3,705.63	\$32,375.63
NET REVENUE	\$18,136.12	\$3,541.71	\$1,692.56	\$3,705.63	\$32,375.63

**Friends of the
L. E. Phillips Memorial Public Library
Budget**

	2024-2025 Budget	3/31/2025 Actual	Budget Remaining	% of Budget
Revenue				
Memberships(Households)	19,000	18,315.09	685	96.40%
Corporate Sponsorships	4,000	3,750.00	250	93.75%
Corporate Partners	2,500	500.00	2,000	20.00%
Bookstore Sales	18,000	12,727.99	5,272	70.71%
Online Booksales	14,000	10,785.08	3,215	77.04%
Grants	2,000	3,000.00	(1,000)	150.00%
Give-a-Kid-a-Book	7,000	7,175.72	(176)	102.51%
Books for Babies	5,000	6,253.92	(1,254)	125.08%
Special Event Fundraising	5,000	3,567.19	1,433	71.34%
Capital Appeal Donations/Contribution	5,000	5,515.00	(515)	110.30%
In Honor Of	1,500	550.00	950	36.67%
Interest	2,000	2,261.66	(262)	113.08%
Miscellaneous	500	4,550.00	(4,050)	910.00%
Monies Received for Library	6,000	14,328.00	(8,328)	238.80%
Transfer From Balance	11,250			
Total Revenue	\$ 102,750	93,279.65	(1,780)	90.78%

Expenses

Library Allocations	15000	0.00	15,000	0.00%
Capital Appeal Contribution	15000	0.00	15,000	0.00%
Special Event Fundraising Expenses	1000	836.56	163	83.66%
Salaries	34900	24,486.27	10,414	70.16%
Payroll Taxes	2700	1,873.20	827	69.38%
Insurance	300	283.00	17	94.33%
Memberships Expenses	1000	468.04	532	46.80%
Credit Card Fees	600	447.49	153	74.58%
Annual Meeting	250	0.00	250	0.00%
Telephone/General Postage	200	49.68	150	24.84%
Newsletter	800	598.83	201	74.85%
Give-a-Kid-a-Book	4000	5,668.32	(1,668)	141.71%
Books for Babies	7000	5,662.37	1,338	80.89%
In Honor Of	1500	550.00	950	36.67%
Booksales: Expense	500	55.75	444	11.15%
Online Booksales: Expenses	4500	2,615.70	1,884	58.13%
Volunteer Appreciation	500	356.07	144	71.21%
Office Supplies	2500	105.56	2,394	4.22%
Subscriptions/Org. Memberships	3000	2,022.91	977	67.43%
Miscellaneous	500	50.39	450	10.08%
Monies Remitted to Library	6000	14,328.00	(8,328)	238.80%
Uncategorized Expenses		0.00	-	
YS Program Prizes	1000	445.88	554	44.59%
Total Expense	\$ 102,750	60,904.02	41,846	59.27%

2025 Annual Friends of L.E. Phillips Memorial Public Library Gift Request

ACKNOWLEDGEMENT:

For more than 30 years, the Friends of the L.E. Phillips Memorial Public Library have provided the library with generous financial and volunteer support. This critical funding allows the library to meet our strategic plan goals in a way that taxpayer-supported budget alone cannot do. Friends funding has served to spearhead new initiatives, revamp existing offerings, and sustain critical programming. On behalf of the library board of trustees, staff, and the community we serve, we would like to extend our heartfelt appreciation and gratitude for their continued support.

2025 REQUEST OVERVIEW:

Request	Amount
Program Refreshments	\$3,000
Play & Learn	\$2,500
Chippewa Valley Book Festival	\$2,000
Youth Prizes and Incentives	\$2,000
Adult Program Incentives	\$1,500
ArtsWest Prizes & Refreshments	\$1,500
Teen Book Boxes	\$1,200
Book Display Shelves	\$500
Seed Library	\$500
Home Delivery Services Recruitment and Recognition	\$325
TOTAL Request	\$15,000

Program Refreshments | Request: \$3,000 (increased from \$2,000 in 2024)

When asking any event planner for advice on how to get participants to attend, the answer nearly always includes providing some form of refreshments. Since changing the standard evening program start time to 6 p.m. (to accommodate closing at 8 p.m.), refreshments have been especially appreciated by those coming straight from work who haven't had a chance to grab dinner. For that reason, refreshments are a standard offering for most adult programs and several special events for audiences of all ages throughout the year. Removing the meal barrier allows more participation, especially from working adults. For kids and family events, providing snacks (especially for longer events) reduces the number of kids who may otherwise have had to leave for a light snack. Friends receive acknowledgment for sponsorship in marketing materials.

Play & Learn | Request: \$2,500

The Play & Learn areas feature toys and activities for children birth to five to help build literacy skills through play and give tips to parents on how to extend the fun at home. Themes are changed on a quarterly basis. With each theme change, toys, and costumes are rotated in and out, and furniture is rearranged. Recent themes include "Dinosaur Adventures" and "Enchanted Forest." The areas center around five practices that are featured in *Every Child Ready to Read @ Your Library*. The practices are talking, singing, reading, writing, and playing.

In 2011, Youth Services introduced the Play & Learn area as part of our work on the library's Strategic Plan, and expanded during the recent renovation to accommodate the high traffic. This space has been recognized as a popular destination for families in the Eau Claire area; many families include a visit to Play & Learn as a part of their weekly routine.

[Chippewa Valley Book Festival | Request: \\$2,000](#)

In 2007, the Friends asked that funds for the Chippewa Valley Book Festival (CVBF) be requested from them each year. Held in the fall annually since 2000, the festival showcases authors of regional and national reputation and features readings, discussions, and workshops for readers and writers of all ages. The library supports the book festival with a donation of at least \$500 from its own programming funds. Friends receive acknowledgment for sponsorship in CVBF marketing materials.

Similar to ArtsWest, the Chippewa Valley Book Festival brings a typically urban offering of meeting, listening to, and interacting with award-winning authors representing a variety of genres, backgrounds, and perspectives. Providing "big-city authors with a small-town feel," the CVBF not only supports literacy and writing but encourages attendees to engage with each other and to discuss the book topics and how they can be applied to their everyday lives.

[Youth Prizes and Incentives | Request: \\$2,000](#)

This request is part of an ongoing effort to increase participation in programs, particularly the summer library program. Since 2015, the Friends have provided funding to support buying a book for every child who finished a reading folder, which has been a huge hit with parents and a major incentive for kids. We give out approximately 1,500 books each summer to babies, kids, and teens. This year's request for funding will make it possible for us to continue offering books as a final prize for kids who finish one of the three reading folders as well as fund the teen prizes and other programs throughout the year.

[Adult Program Incentives | Request: \\$1,500](#)

Adults deserve prizes, too! The library is offering a variety of adult programs and services driven by the love of reading and lifelong learning. Programs and services include Yearlong Reading Challenge, Adult Summer at the Library, Banned Books Week, passive programming, photo contest prizes, genealogy series, Puzzle-Off competition, and so much more. We would like to offer prizes and giveaways in various ways within each of our programs to further support varieties of adult literacy in our community.

[ArtsWest Prize & Refreshments | Request: \\$1,500 \(Increased from \\$1,000 in 2024\)](#)

For over two decades, the Friends have sponsored the cash prizes and reception refreshments for the Wisconsin ArtsWest juried art exhibit. Now in its 46th year, ArtsWest attracts artists from every corner of the state and is one of the most prestigious and longest-running annual juried exhibits in the state. Friends receive acknowledgment for sponsorship in marketing materials. The increase in requested funds will allow for a slight increase in each of the cash prizes, which haven't increased in over two decades.

While formal art galleries and museums can feel inaccessible or unaffordable, anyone can enjoy art at the public library without needing to pay a fee or feeling insecure that they don't "know enough" about

art. Offering a small honorarium to encourage entrants has yielded an excellent pool of submissions and a competitive jurying process, with only roughly 25% of submissions being accepted for the show.

Teen Book Boxes | Request: \$1,200

In 2021 the Youth Services Department, with support from the Friends of the Library, launched a monthly incentive-based program for teens. Teens request a themed monthly box that includes small incentives or gifts and a library book to check out. The Teen BookBox program has continued to be incredibly popular over the last few years, with an average of 24 teens served per month. It resonates with a wide variety of ages and interests; including teens who are regular library users as well as who do not otherwise engage with library programming.

Teens these days are busy. Providing these coordinated book boxes allows teens to participate in the reading and discussion portion of the book club but makes the logistics of picking up book club materials much easier as many parents stop in to grab them while their teens are otherwise engaged in extracurricular activities. Providing this service keeps teens engaged with the library at a time when their peers may not be regular visitors. Having the attractive boxes and library “swag” on their desks also provides an opportunity for friends and visitors to inquire about the program.

Book Display Shelves | Request: \$500

We would like to replace the flat shelves in the browsing area with display shelves. This will help distinguish the area as a display area and improve its appearance by having solid white behind the books. It will make it easier to maintain because we will no longer need to use easels to display the books. Easels can lead to an untidy appearance after browsing by customers and more importantly can damage the books. Customers will also appreciate the improvements in browsing and examining the books.

Seed Library | Request: \$500

The Reference department would like funding to continue our popular Seed Library. In 2024, we distributed 3,160 packets of seeds! Seeds are ordered in January, so requests are made for the next calendar year. The Seed Library supports sustainable practices, healthy eating and lifestyles, outdoor exploration, and lifelong learning for all ages. Funding would cover the cost of seeds, as well as the envelopes and labels required for distribution.

Home Delivery Services Recruitment and Recognition | Request: \$325

Coming up this spring, we’d like to show our volunteers how much we appreciate them with a Volunteer Appreciation Party. Funds would help provide food and a little gift for the volunteers (\$100 for refreshments and token gifts). In December, we hope to give our annual gift of candy and cards for volunteers and customers to let them know we are thinking of them and wish them a happy holiday (\$225 for cards and token gift).



CONSIGNMENT AGREEMENT

For services to sell books through The Book House in Dinkytown, as consignee, for _____ as consignor, under the following terms and conditions. The Book House offers books through its website and multiple online venues. Consignment items are also on display at our retail location in Dinkytown.

Item/Items to be consigned:

Terms:

1. Length of consignment:

After the initial period, you may request return of the item at any time.

_____ Initial 3 month

_____ Initial 6 month

_____ Initial period of one year (recommended)

_____ **Option to extend** a) automatically or b) with notice (enter a or b or 0 if no extension is desired)

Notes:

2. Payment:

_____ 50-50 split of net sale

_____ Other:

The Book House pays costs to professionally list, provide photographs for the listing and/or to interested potential buyers; ensure that commissions, shipping & handling charges are paid; guarantee and satisfy delivery to the buyer.

Notes:

3. Discount and price adjustment agreement:

_____ Consignor may discount up to 20% without prior approval from consignee (recommended)

_____ Optional price adjustments: I would like you to put my books on an agreed upon discount track, over several consignment periods (example, after 6 months, discount my books 10%, and continue discounting until sold)

Discount track terms (if any):

4. **Payment:** The Book House will remit payment on your consignment item within 30 days of sale. This is the period we extend for returns. Your name and consignment is listed in our database, with the location and source codes for your item. Be sure to update your information with us if your contact information changes.

Your full contact information here:

Name _____

Address _____

E-mail _____ Phone _____

Please list anyone else you authorize to act on your behalf in this transaction:

Thank you for consigning your books with The Book House. We will make every effort to price them fairly, and sell and place them as promptly as possible. You have the last word on price and terms, providing it is within the parameters of this agreement.

Signed by the parties to the consignment:

Consigned by _____ Signed _____ Date _____

Received by _____ For The Book House on _____ Date _____

The Book House

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Minneapolis, MN 55414

(612) 331 - 1430

bookhouseonline@gmail.com

www.bookhouseindinkytown.com



DASHBOARD

[Dashboard Help](#)

Order Summary							Hide
Channel	30	CRP	MTD	QTD	YTD	2024	2023
Consumer	1	15	0	0	5	31	65
Library	0	0	0	0	0	0	1
eBay	0	0	0	0	0	2	1
Walmart	0	0	0	0	0	0	0
Autobuy	0	0	0	0	0	0	0
Others	1	1	1	1	2	3	3
Total	2	16	1	1	7	36	70

Your Rating

Overall:

(87.50%)

Reliability:

(87.50%)

Accurate Descriptions:

(n/a)

Shipping Time:

(n/a)

Packaging:

(n/a)

View Rating Details

Turn Rate	
Month to Date	0.1%
Quarter to Date	0.1%
Year to Date	1.0%

Report to the Friends of the Library Board April 2025

Administrative Services

While our building was closed to the public for system updates, we had the chance to work on projects and conduct trainings. Security Monitor Kyle rolled out trainings on our new security incident tracker, and staff seem to be adapting very quickly to the changes. On the topic of security, we had 44 security incident reports in March, the most prevalent falling into the categories of Inappropriate/Disruptive Behavior, Damage to Property and Stealing, and Blocked Access. Blocked access usually includes a large array of belongings either in an aisle or piled up on furniture, which does not allow people to make their way through the library or find seating easily. We have seen a significant increase in the amount of damage to sharps containers this year, and have purchased more tamper-proof models for all public restrooms.

Our committee of four working on our expanded World Language collection (Lynn, Kelly, Paula and me) took a very enjoyable field trip to Minneapolis/St. Paul last week to purchase materials in Hmong and Ojibway at two specialty bookstores. We are excited to be adding these materials to our collection, along with a number of materials in Spanish and French. It is always important for public libraries to have books and materials where people can see themselves and feel welcome. As each community is different, their collections should reflect those differences whenever possible. These additions are made possible through ARPA grant funding.

Spring is upon us and that means outreach is in full planning mode. While outreach for community festivals/events and the BookBike don't begin in earnest until June, there is a lot of planning to get ready for the season. We are actively recruiting for members of the BookBike and outreach teams and connecting with community partners to get signed up for summer events. Currently we have our Farmer's Market schedule set for every Wednesday from 10-12 June through August and every Saturday from 9-12 from June through September. Invitations for other events are starting to come in, so it is great to see the calendar get populated. I will be sharing more about all types of community outreach at the May meeting.

Youth Services

March was a standout month for storytimes! Throughout the month, we welcomed over 692 children and caregivers to our sessions. Family Storytimes on Saturdays continue to be our most popular offering, drawing approximately 250 attendees in March alone. The month also marked the conclusion of our current storytime series, which will resume in June.

March also brings the Eau Claire Area School District's spring break, which typically results in an uptick in library visitors—and this year was no exception. To help families make the most of their time off, we offered a variety of engaging programs. A highlight was a visit from Sustainable Safari, who delighted attendees with live animal encounters featuring a kangaroo, porcupine, baby alligator, and more!



Reference Services

Joel and Riley, RS Assistants, did a fantastic job with the collection shifts for Graphic Novels and Local Authors. The new Graphic Novel location looks great and they laid it out beautifully. A big thank you to Shelly for designing the furniture arrangement and coordinating help from our trusted custodians to move the big furniture pieces.

RS program stats for March 2025:

- 10 Dabble Box Open Labs were offered, 420 in attendance
- Tinkercad Class had 7 registrants participate (10 is the max)
- Adult Game Night welcomed 22 gaming enthusiasts

The Staff Blog provides recommended reads, library resources, and culture. Have a look at these blogs!:

- [Comic Books Rot the Brain!](#) by Brad, Reference Services
- [Online Resource Highlight](#) by Riley, Reference Services

- [The Art of Browsing](#) by Jan, Reference Services
- [Celebrating Presidents' Day](#) by Bethany, Reference Services
- [How to ACTUALLY Relax With Meditation](#) by Riley, Reference Services

RS desk staff answered 1,636 questions in March and an average of 110 hours directly providing reference and information services. The top five topics include:

1. Study room support (222 transactions)
2. Ready reference consults (207 transactions)
3. MORE-catalog usage (168 transactions)
4. Internet guest passes (167 requests)

Print release help (130 assists)

Programming and Communications Services

- [April Fool's Day](#) video: Mike Paulus (Digital Services and Marketing Specialist) hit the ball out of the park with yet another fantastic gag video. This installment was shot infomercial-style advertising a faux service of "left-handed books."
 - This year, Mike posted the video as a "short" on youtube (similar to a "reel" on facebook/tik-tok) instead of a traditional video posting.
 - This seemed to have a huge impact on reach. Even though we did no paid boosting this year, the video has more than 9,400 views between Facebook, Instagram, and YouTube. The 2-minute video has been watched for a total of 2,760 minutes.
 - Special shout out to all of the staff who helped with the video!