

The Friends of the Library Executive Board will meet on Monday, February 9, 2026, at 6 p.m. at the L.E. Phillips Memorial Public Library in room 105. Committee chairs and members are welcome.

AGENDA

1. Call to order/Roll Call (Mathson)
2. Motion to approve minutes from the meeting held on Monday, February 9, 2026 (Mathson)
3. Call for additions to the agenda and announcements (Mathson)
4. Treasurer's reports (Gragert)
5. Library report (Hennings)
6. Board liaison report (Pesicka)
7. Staff General Updates (Yearous/Hayden)
8. Old Business
 - a. Reminder of Future Meeting Dates
 - Monday, April 20, 2026
 - Monday, May 18, 2026 – Annual Meeting at 5 pm with a short Board Meeting to follow.
 - Monday, June 15, 2026
 - b. Board Member Recruitment
 - VP, Treasurer
 - c. Art Auction
9. New Business
 - a. Children's Book Drive
 - b. Color Printer

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 Monthly Meeting February 9, 2026

Present: Jeremy Gragert, Treasurer; Michael Kersting, Member at Large; Astrid Hayden, Administrative Assistant; Kimberly Hennings, Deputy Director; Mary Jo Mayer, Secretary; Deb Mathson, President; Stacy Yearous, Program and Development Coordinator; Sara McLquham, Vice President; Gary Persicka, Board Liaison Esther Moen, Past President; Anna Zook, Member -at-Large

1. **Mathson** - Meeting called to order 6:00 p.m.
2. **Mathson** - Motion put forth to approve Friend's meeting minutes with corrections if applicable from January 19. No corrections. Michael approves, Sara seconds. Motion approved.
3. **Mathson** - Call for any additions to agenda - Sara M. has an addition. Will discuss under New Business.
4. **Treasurer's report (Gragert)** - Attention to month of January. Membership and event income continued to come in over budget. Per Stacy and Astrid, corporate membership letters just went out. Grant applied for to JAMF, no reply yet.
5. **Library report (Hennings)** - No report
6. **Board Liaison report (Persicka)** - No report
7. **General Staff Updates (Yearous/Hayden)** - The results of January 31 bag sale was very successful. \$2770.00 raised, free will donation sale. More chapter books and a lot of fiction. Pop up sales this spring/summer will happen using carts outside Dabblebox.
8. **Old Business (Yearous)** - Review of 2026 meeting dates. Nominations for the DSA went live on Feb. 1st. Will review all during month of March.
9. **New Business (Yearous)** - Board member recruitment has started. Looking for new VP for next term. Always looking for ideas for fundraisers for Friends. Holding an art auction was presented. This would be volunteers/ community members donating their personal artwork for auction. Not final on how this would be done i.e. online, in person. Looking at late spring. Any ideas on fundraising ideas see Stacy/Astrid. Sara M. has obtained a possible connection from Grow Eau Claire organization which promotes local business through video advertising. Sara will get some more information to see if this is a good match for Friends.

Meeting adjourned by Mathson 6:35 p.m. Minutes submitted by Mary Jo Mayer, Secretary. Next meeting March 16, 2026, 6:00p.m.

Statement of Financial Position Summary

Friends of the LE Phillips Memorial Public Library

As of February 28, 2026

DISTRIBUTION ACCOUNT	TOTAL
Assets	\$139,613.93
Current Assets	\$139,613.93
Bank Accounts	\$77,563.58
Other Current Assets	\$62,050.35
Total for Current Assets	\$139,613.93
Total for Assets	\$139,613.93
Liabilities and Equity	\$139,613.93
Liabilities	\$14,978.16
Current Liabilities	\$14,978.16
Credit Cards	
Other Current Liabilities	\$14,978.16
Total for Current Liabilities	\$14,978.16
Long-term Liabilities	\$0.00
Total for Liabilities	\$14,978.16
Equity	\$124,635.77
Total for Liabilities and Equity	\$139,613.93

Statement of Activity

Friends of the LE Phillips Memorial Public Library

February 2026

DISTRIBUTION ACCOUNT	TOTAL
Income	
Book Sales	
Amazon/Ebay/Pango Sales	438.62
Bookstore Sales	3,722.39
Online Book Sales	349.01
Total for Book Sales	\$4,510.02
Business Partners	250.00
Interest	242.10
Memberships (Households)	2,230.00
Total for Income	\$7,232.12
Gross Profit	\$7,232.12
Expenses	
Book Sale Expenses	
Book Sales	
Promotions	10.11
Total for Book Sales	\$10.11
Online Book Sales	
Postage	518.64
Total for Online Book Sales	\$518.64
Total for Book Sale Expenses	\$528.75
Credit Card Co. Fees	33.58
Event Expenses	-12.99
Insurance	31.00
Memberships	289.34
Newsletter	185.14
Office Supplies	41.86
Payroll Expenses	
Taxes	222.98
Wages	2,914.65
Total for Payroll Expenses	\$3,137.63
Program Expense	
Books for Babies	
Books	668.32
Supplies	10.90
Total for Books for Babies	\$679.22
Give-a-Kid-a-Book	
Misc. Expenses	80.66
Total for Give-a-Kid-a-Book	\$80.66
Total for Program Expense	\$759.88

Statement of Activity

Friends of the LE Phillips Memorial Public Library

February 2026

DISTRIBUTION ACCOUNT	TOTAL
Subscriptions/Org. Membership	197.99
Telephone	11.89
YS Programs and Services (Prizes/Giveaways)	20.00
Total for Expenses	\$5,224.07
Net Operating Income	\$2,008.05
Net Other Income	
Net Income	\$2,008.05

Statement of Activity by Month

Friends of the LE Phillips Memorial Public Library

July 1, 2025-February 28, 2026

DISTRIBUTION ACCOUNT	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	JANUARY 2026	FEBRUARY 2026	TOTAL
Income									
Book Sales									
Amazon/Ebay/Pango Sales	481.45	627.07	311.97	613.86	669.94	337.20	570.16	438.62	4,050.27
Bookstore Sales	1,085.58	1,355.79	1,266.91	2,510.83	828.36	1,055.45	1,000.33	3,722.39	12,825.64
Online Book Sales	842.83	621.77	337.69	2,965.49	-1,713.06	945.07	652.75	349.01	5,001.55
Total for Book Sales	2,409.86	2,604.63	1,916.57	6,090.18	-214.76	2,337.72	2,223.24	4,510.02	\$21,877.46
Business Partners								250.00	250.00
Capital Appeal Donations	400.00				100.00	3,550.00	900.00		4,950.00
Corporate Memberships/Sponsorships	250.00	250.00	250.00	500.00	3,000.00				4,250.00
Event Income					35.00	4,501.87	317.00		4,853.87
Interest	116.43	370.58	116.33	237.33	241.34	361.33	118.31	242.10	1,803.75
Memberships (Households)	678.92	161.74	188.38	158.63	648.92	11,687.16	5,492.89	2,230.00	21,246.64
Miscellaneous Income		450.00		400.00					850.00
Monies Received from Library					5,250.00	6,000.00			11,250.00
Programs									
Books for Babies							1,820.00		1,820.00
Give-a-Kid-a-Book			1,595.00	50.00	12,310.00	1,431.00	1,900.00		17,286.00
In Honor Of	450.00	100.00	100.00						650.00
Total for Programs	450.00	100.00	1,695.00	50.00	12,310.00	1,431.00	3,720.00		\$19,756.00
Total for Income	4,305.21	3,936.95	4,166.28	7,436.14	21,370.50	29,869.08	12,771.44	7,232.12	\$91,087.72
Cost of Goods Sold									
Gross Profit	4,305.21	3,936.95	4,166.28	7,436.14	21,370.50	29,869.08	12,771.44	7,232.12	\$91,087.72
Expenses									
Book Sale Expenses									
Book Sales									
Promotions	9.98	9.92	17.78	2.45	12.50			10.11	62.74
Supplies			407.25						407.25
Total for Book Sales	9.98	9.92	425.03	2.45	12.50			10.11	\$469.99
Online Book Sales	20.00								\$20.00
Postage	289.19	49.65	30.90	61.80	424.89			518.64	1,375.07
Supplies	76.24		67.24	19.37	84.18	35.00			282.03
Total for Online Book Sales	385.43	49.65	98.14	81.17	509.07	35.00		518.64	\$1,677.10
Total for Book Sale Expenses	395.41	59.57	523.17	83.62	521.57	35.00		528.75	\$2,147.09
Credit Card Co. Fees	25.93	25.93	25.93	65.01	27.18	33.46	158.55	33.58	395.57
Event Expenses					17.78		898.20	-12.99	902.99
Insurance			252.00					31.00	283.00
Memberships	59.79				5.89	66.22		289.34	421.24
Miscellaneous Expense		30.00	0.00						30.00
Monies Remitted to Library					5,250.00	6,000.00			11,250.00
Newsletter					148.00			185.14	333.14
Office Supplies	12.99	-20.00		6.17			12.99	41.86	54.01
Payroll Expenses									
Taxes	213.43	222.74	202.47	218.62	239.98	184.97	234.67	222.98	1,739.86
Wages	2,789.90	2,911.66	2,646.74	2,857.65	3,137.11	2,417.79	3,067.65	2,914.65	22,743.15
Total for Payroll Expenses	3,003.33	3,134.40	2,849.21	3,076.27	3,377.09	2,602.76	3,302.32	3,137.63	\$24,483.01
Program Expense									
Books for Babies									
Books	590.58	489.39	231.75	476.10	1,218.00	1,195.28	683.25	668.32	5,552.67
Supplies	10.94	90.07				13.49		10.90	125.40
Total for Books for Babies	601.52	579.46	231.75	476.10	1,218.00	1,208.77	683.25	679.22	\$5,678.07
Give-a-Kid-a-Book									
Books					863.69	606.37			1,470.06
Misc. Expenses	4.99				30.53			80.66	116.18
Total for Give-a-Kid-a-Book	4.99				894.22	606.37		80.66	\$1,586.24

Statement of Activity by Month

Friends of the LE Phillips Memorial Public Library

July 1, 2025-February 28, 2026

DISTRIBUTION ACCOUNT	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	JANUARY 2026	FEBRUARY 2026	TOTAL
In Honor Of Library	450.00	100.00	100.00						650.00
Total for In Honor Of	450.00	100.00	100.00						\$650.00
Total for Program Expense	1,056.51	679.46	331.75	476.10	2,112.22	1,815.14	683.25	759.88	\$7,914.31
Subscriptions/Org. Membership	182.99	297.99	227.99	197.99	238.99	197.99	207.99	197.99	1,749.92
Telephone	7.80				16.00			11.89	35.69
YS Programs and Services (Prizes/Giveaways)		304.28	137.31		6.64			20.00	468.23
Total for Expenses	4,744.75	4,511.63	4,347.36	3,905.16	11,721.36	10,750.57	5,263.30	5,224.07	\$50,468.20
Net Operating Income	-439.54	-574.68	-181.08	3,530.98	9,649.14	19,118.51	7,508.14	2,008.05	\$40,619.52
Other Income									
Other Expenses									
Net Other Income									
Net Income	-439.54	-574.68	-181.08	3,530.98	9,649.14	19,118.51	7,508.14	2,008.05	\$40,619.52

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

	<u>2025-2026</u> <u>Budget</u>	<u>02/28/26</u> <u>Actual</u>	<u>Budget</u> <u>Remaining</u>	<u>% of</u> <u>Budget</u>
Revenue				
Memberships(Households)	20,000	21246.64	(1,247)	106.23%
Corporate Sponsorships	3,750	4250	(500)	113.33%
Corporate Partners	1,000	250	750	25.00%
Bookstore Sale	19,000	12825.64	6,174	67.50%
Online Booksales	14,000	9051.82	4,948	64.66%
Grants	2,000		2,000	0.00%
Give-a-Kid-a-Book	7,500	17286	(9,786)	230.48%
Books for Babies	5,500	1820	3,680	33.09%
Special Event Fundraising	4,000	4853.87	(854)	121.35%
Capital Appeal Donations/Contribution	5,000	4950	50	99.00%
In Honor Of	1,000	650	350	65.00%
Interest	2,000	1803.75	196	90.19%
Miscellaneous	500	850	(350)	170.00%
Monies Received for Library	10,000	11250	(1,250)	112.50%
Transfer From Balance	12,900		12,900	0.00%
Total Revenue	\$ 108,150	91087.72	17,062	84.22%
Expenses				
Library Allocations	15000		15,000	0.00%
Capital Appeal Contribution	15000		15,000	0.00%
Special Event Fundraising Expenses	1000	902.99	97	90.30%
Salaries	37600	22743.15	14,857	60.49%
Payroll Taxes	2900	1739.86	1,160	60.00%
Insurance	300	283	17	94.33%
Memberships Expenses	1000	421.24	579	42.12%
Credit Card Fees	600	395.57	204	65.93%
Annual Meeting	250		250	0.00%
Telephone/General Postage	100	35.69	64	35.69%
Newsletter	800	333.14	467	41.64%
Give-a-Kid-a-Book	3500	1586.24	1,914	45.32%
Books for Babies	6500	5678.07	822	87.35%
In Honor Of	1000	650	350	65.00%
Booksales: Expense	500	469.99	30	94.00%
Online Booksales: Expenses	4500	1677.1	2,823	37.27%
Volunteer Appreciation	500		500	0.00%
Office Supplies	2500	54.01	2,446	2.16%
Subscriptions/Org. Memberships	3100	1749.92	1,350	56.45%
Miscellaneous	500	30	470	6.00%
Monies Remitted to Library	10000	11250	(1,250)	112.50%
YS Program Prizes	1000	468.23	532	46.82%
Total Expense	\$ 108,150	50468.2	57,682	46.67%

Administrative Services
Nancy Kerr, Library Director

February and early March brought a variety of activities to my/our plate/plates. Kim and I met with Joe Carlson from the Eau Claire Community Foundation to continue discussing our plans moving forward and details of closing out the final pledges from the capital campaign. I met with City staff on February 4th to touch base on the City's Strategic Plan, then at the City once again the next day for the CIP kickoff. On February 10th I met with consultant Jay Shambeau, as requested by the City, to discuss the library's potential involvement in an Innovation Grant process, then the next day with the Steering Committee for the Imagination Fund at the Family Resource Center.

A highlight was definitely the All Staff Day on February 16th! Special thanks go to Kim for organizing an informative and fun experience for all. I took a few days off at the end of February to visit my son in California, and was a bit jealous of the sprinter van they turned in to a mini-bookmobile at the library where he works. It has really made a huge difference in their ability to do more community outreach.

I attended a meeting to learn more about the new system that we are using to place custodial requests. It will be a great way for custodial staff to keep track of how many hours they spend doing specific tasks in multiple locations, which helps with task planning as well as budgeting.

We put together information with the help of City and custodial staff for several CIP requests, ranging from installing flooring with a more durable scratch-free surface in the youth program room, planning for a mechanical inspection to identify a bunch of small building issues that need attention before they become big things, and a new floor scrubber to keep our concrete floors shiny. A near-future CIP request will be required to fix cracking issues in the covering of the main staircase stair treads, but it will be a tricky process to find a solution that won't end up having the same issues over time. We also have several small building maintenance projects planned using our "regular" budget as

we are able. Our building is beautiful and looks new, but it's showing its real age in some areas, which is to be expected. Our furniture on the first floor is newly steam-cleaned and looks wonderful – the 2nd floor furniture is next this Friday.

Paula (Circulation), Isa and Katie (PCS) and I will be heading to the Public Library Association Conference the first week in April, this year located practically next door in Minneapolis. With the entire focus on public libraries, this is the best conference to find new and interesting ideas and solutions to implement, and to look in person at the many new tech gadgets. We plan to divide and conquer so that we can see as many sessions as possible!

Youth Services

Kelly Witt, Youth Services Manager

February may be the shortest month of the year, but YS certainly made the most of it! The department stayed busy celebrating the many participants who completed our Winter Library Program. With over 450 families participating, it made for a busy season! Children who finished the program received a token for our prize vending machine, where each spin brought the excitement of a mystery prize. Some lucky readers even discovered a golden ticket inside their bubble, allowing them to select from a special collection of books and larger prizes. Teens who completed the program were also rewarded with their pick from a special selection of books and fun items.





One of the biggest highlights of the month was our rescheduled K-Pop Family Dance Party, which brought incredible energy to the library on a busy Friday evening. Fans of K-Pop Demon Hunters, some arriving in costume, filled the space with enthusiasm and impressive dance moves. The event drew an estimated 250 participants, creating a lively, welcoming celebration that truly showcased the fun and creativity of our community.

Youth Services also received some wonderful attention in the local media this month. Volume highlighted our [1,000 Books Before Kindergarten](#) program in a February 9 article, and the Leader-Telegram featured Youth Services twice, first on February 19 with a story about our \$5,250 [grant from the Women's Giving Circle of the Eau Claire Community Foundation](#), and again on February 26 with coverage of our [call for submissions for the upcoming "Here's Looking at You, Kid" program](#).

Programming momentum continued with a Winter Olympics–themed Curiosity Club. Forty-four participants joined us for an evening packed with Olympics-inspired activities ranging from art projects and crafts to mini game challenges. Kids even had the chance to try their hand at “indoor curling” and “ice skating,” which brought plenty of laughs and friendly competition. Judging by the many enthusiastic thank-yous from families at the end of the night, the program once again delivered a winning experience.

All in all, February was full of energy, creativity, and connection. From celebrating winter reading achievements to dancing under blacklights and experimenting with Olympic-style challenges, YS continues to create joyful spaces where kids, teens, and families can learn, play, and build lasting memories together.

Information Technology

Kris Nickel, Technology Manager

Early in the month I was reminded of the wisdom of Occam's razor, and how it applies particularly to technology troubleshooting. Reference staff alerted me to a problem with the ScanPro, our microfilm reader. It was *mostly* working, minus the ability to

wind/unwind the film via the client. After determining it wasn't a software problem, I was convinced it was a hardware malfunction. As we have great support, I reached out to Jeff with Mid-America Systems, who got back to me right away and suggested I check the cabling. That was it. 'No idea why someone would mess with the connections; I was just happy to get it resolved.



After my polite but persistent prodding, I was contacted by EnvisionWare to test their pre-release of the latest version of Branch Manager. This application on the Self-Checks is an alert system for staff for hardware problems and customer help requests, as well as being responsible for emailing customers' checkout receipts on demand. The current version uses an older, basic form of authentication – SMTP Auth which Microsoft will be retiring soon, and I had been waiting for an update to the modern, secure OAuth. Over parts of two days I worked with EnvisionWare support and Justin From Heartland to get OAuth up and running. While we quickly got things working on the Microsoft side of things, the EnvisionWare tech could not get the receipt messages to actually send. We ended things with "I'll have to take this back to the developers". At least it's on their radar.