



L.E. Phillips Memorial Public Library

PUBLIC NOTICE

There will be a meeting of the Board of Trustees of the L. E. Phillips Memorial Public Library on **Thursday, May 21, 2009 at 5:00 p.m.** in the **Board Room of the Library at 400 Eau Claire Street, Eau Claire, Wisconsin.**

AGENDA

- 1) Member Roll Call
- 2) Introduction of new Library Board Member Susan Bruce
- 3) Citizen Comments (limited to 5 minutes per citizen)
- 4) Approval of Previous Minutes of the Library Board (page 1)
- 5) Communications
- 6) Report of the Library Director (page 4)
- 7) Report of the Library Board President
- 8) Staff Update: Summary of Youth Services Operations During Renovation (Youth Services Manager Shelly Collins-Fuerbringer)
- 9) Committee Reports
 - a) Endowment & Development Committee
 - b) Nominating Committee
 - i) Discussion on slate of Board Officers for 2009/2010
- 10) Report from the Friends of the Library
- 11) Report of the Representative to the IFLS Board
- 12) Financial Report (page 17)
- 13) Action on Bills and Claims (page 21)
- 14) Review of the Monthly Statistics (page 31)

15) Consideration of New Business

- a) Report and action on adjustments to the renovation project (information to be distributed at Board meeting)
- b) Update and discussion on city and library budget process
- c) Consideration and approval of a resolution in honor of Oua Xiong for his service to the Library and the Eau Claire Community (page 33)
- d) Consideration and approval of a resolution in honor of Jean Radtke for her service to the Library and the Eau Claire Community (page 34)
- e) Consideration and approval of a resolution in honor of Bob Von Haden for his service to the Library and the Eau Claire Community (page 35)

16) Directives from the Library Board of Trustees to the Interim Library Director

17) Adjournment

In order to accommodate the participation of individuals with special needs at this meeting, the Library will provide the services of a sign language interpreter or make other reasonable accommodations on request. To make such a request, please notify the Library at 715/833.5318 at least two days prior to the meeting.

Trustees: If you are unable to attend this meeting, please notify the Library's Administrative Office by calling 715/833.5318

L. E. PHILLIPS MEMORIAL PUBLIC LIBRARY

Minutes of a Meeting of the Board of Trustees

A meeting of the Board of Trustees of the L. E. Phillips Memorial Public Library was held on Thursday, April 23, 2009 at 5:00 p.m. in the Board Room of the Library. The following members were present: Adams, Fraser, Hauser, Kampf, Schneider, Simonsen, Stelter, Werthmann and Wright.

MINUTES OF PREVIOUS MEETINGS

On a motion made by Lee Adams and seconded by Bob Fraser the minutes of the March 19, 2009 Board meeting were unanimously approved.

COMMUNICATIONS

John Stoneberg reported he wrote a letter to the Eau Claire Community Foundation stating the Library will begin withdrawing funds from the L. E. Phillips Memorial Public Library Building Fund beginning as early as May. All funds, except outstanding pledges, should be withdrawn by year's end.

REPORT OF THE LIBRARY DIRECTOR

- John Stoneberg's report was reviewed.
- Bob Fraser said he appreciates the well-written staff reports.
- John Stoneberg pointed out the correct start date for the free two-hour parking at 7 South Dewey is April 27, 2009.

REPORT OF THE LIBRARY BOARD PRESIDENT

- Kathie Schneider handed out the new director evaluation form. This form will also be e-mailed to Board members in early November to be filled out then.
- Kathie Schneider will be calling the county regarding filling two county Board seats that will be vacant as of June 30.
- Kathie Schneider gave a speech at the Friends annual meeting in April.

STAFF UPDATE

- A self-service holds handout was shared with the Board.
- Currently on average, there are 2,500 holds each morning.
- About ten libraries in the MORE system have self-service holds.
- Bob Fraser pointed out that 20 minute parking close to the library would be a good future improvement for our customers.

COMMITTEE REPORTS

Executive Committee: shared the form for the evaluation of the Library Director.

Development & Endowment Committee: the next meeting will take place one hour prior to the May Board meeting.

Finance Committee: Katherine Schneider appointed Robert Hauser to the Finance Committee.

Nominating Committee: will be meeting after the Board meeting today.

REPORT FROM FRIENDS OF THE LIBRARY

- Kathie Schneider reported the Friends have 894 household members.
- The last book sale of the year resulted in \$5,867 in sales.
- Linda Stelter mentioned the Eau Claire School Library Friends' annual book sale will take place in June and will be accepting book donations.
- The annual meeting was held on April 6, 2009 and Mary Jurmain received the Distinguished Service Award.

REPORT OF THE REPRESENTATIVE TO THE IFLS BOARD

Bob Fraser will be the library's new IFLS representative.

ACTION ON BILLS & CLAIMS

On a motion made by Lee Adams and seconded by Bob Fraser, the Board unanimously approved the Bills & Claims Listing for March 13, 2009-April 10, 2009 as well as the Supplemental Bills & Claims for March 2009.

REVIEW OF THE MONTHLY STATISTICAL REPORT

The Board reviewed the March Statistical Report.

CONSIDERATION OF NEW BUSINESS

- Del Wilson of Uihlein Wilson Architects spoke about the library renovation, which started out as a \$3.9M project and was then re-visioned as a \$1.5M project. Nine general contractor bids were received on April 16, 2009. The good news is that the Board will be asked to award a contract that is below the budgeted amount. RJS Construction Group is the low bidder. References checked out and nothing was uncovered to prevent recommending awarding the contract to RJS Construction Group.
- On a motion made by Lee Adams, seconded by Bob Fraser, and passed unanimously, the Board approved awarding the construction contract for the renovation project as stated as in the handout presented by John Stoneberg to RJS Construction Group for a total of \$539,601.
- On a motion made by Lee Adams, seconded by Bob Fraser and passed unanimously, the Board approved awarding furnishings, fixtures and equipment at an amount not to exceed \$252,000.
- On a motion made by Lee Adams, seconded by Bob Fraser and passed unanimously, the Board approved awarding the moving bid not to exceed \$80,000. This dollar amount does not include moving the entire first floor if all the carpeting is replaced.

- On a motion made by Lee Adams, seconded by Pat Simonsen, and passed unanimously, the Board approved pro rata acceptance of the Gates Grant Funds in 2010 and 2011 totaling \$20,150.
- On a motion made by Lee Adams, seconded by Ginny Wright, and passed unanimously, the Board approved the Library's 2010 Budget Timetable.

DIRECTIVES FROM THE LIBRARY BOARD OF TRUSTEES

The Library Director was directed to:

- Give Bob Fraser a list of the art and art history periodicals the Library currently subscribes to.

ADJOURNMENT

A motion to adjourn the meeting was made by Lee Adams and seconded by Robert Hauser. The vote in favor of the motion was unanimous.

Submitted by,

Jackie Depa, Library Associate II

May 13, 2009

To: The Library Board of Trustees
From: John Stoneberg, Library Director
Subject: Report of the Library Director

Welcome to our newest library board member, Susan Bruce, whose appointment was approved on May 12 by the City Council.

In April, my activities continued to mostly revolve around the renovation and remodeling project and involved library, city and Uihlein-Wilson Architects (UWA) staff.

- Jackie Depa and I attended the construction bids opening on April 16. Nine firms provided bids. RJS Construction Group, LLC from Superior was the low bidder, but with Hehl-Grohn of Altoona and Dell Construction of Eau Claire, it was a tight grouping. The base bid difference among the lowest three firms was less than \$9,000 and with the accepted alternatives there was only \$1,337 difference between RJS and Hehl-Grohn.
- Jackie and I attended the furniture and moving bids opening on April 22. Four firms provided moving bids. Beltmann Group from Roseville, MN was the lowest moving bidder. Early that evening, I had a telephone conference with Del Wilson and Nat Stein to discuss where they felt we were with the project budget.
- On April 23, staff and I met with Del Wilson to prepare for the Library Board meeting that evening at which the Board accepted the recommendation of RJS Construction Group as the contractor for the renovation project and “not to exceed” limits on furniture, fixtures and equipment (FFE) and moving.
- Free two-hour parking for customers at 7 South Dewey for the duration of the renovation began on April 27, seemingly without a hitch. Thanks to Traffic Engineer Ross Spitz and his staff for all their cooperation. Signs and barricades went up on time and the temporary third handicapped space on Eau Claire Street was ready on schedule.
- Hehl-Grohn from Altoona began building the temporary enclosure on April 27 and completed it on April 30.
- Both WEAU and WQOW did interviews with me on April 28 regarding the renovation project and did short stories that day on their newcasts.
- Del Wilson and Nat Stein were here with staff on April 30 for a first meeting with the team from RJS Construction Group.
- Remember to check the library's web site for the most current information about the library renovation. If there's information that you feel should be addressed there, please send me or Bess Arneson (bessa@eau Claire.lib.wi.us) an e-mail. Please continue to do so throughout the renovation process.

Looking Ahead

- May 14 Pre-Construction meeting with RJS and subcontractors (11 AM)
- May 18-20 Move Youth Services to Lower Level
- May 21 Library Board Meeting (5 PM)
- May 22 Initial Youth Services area demolition begins
- June 1 Annual Children's summer reading program and construction kick-off parties (4-6 PM)
- June 12 Phase Two of the moving begins
- June 17 Circulation area demolition begins
- June 23 Lower level remodeling begins

Other highlights from the past month:

- Three students, including Isa Small who works at LEPMPL in reference and circulation, from a Library Administration course at UW-Eau Claire interviewed me on April 6 for a class assignment.
- I spoke briefly at the Annual Friends Meeting on April 6 to thank the Friends for their personal, organizational and financial support and to give an update on the renovation plans.
- The MORE Resource Sharing/Collection Development Committee met at IFLS on May 9. I am Chair this year.
- The last two years, the Library scrabble team (The Book Bees) has come in 2nd place (up from 7th our first year) at the annual Literacy Volunteers of America--Chippewa Valley Chapter's Scrabble Bee which was on April 16. Team members included: Kathy Herfel, Jolene Krimpelbein, Donna Swenson, Mark Troendle, Jennifer von Klein and me. This year, we ended up in 6th place out of 28 teams. Everyone seemed to have a great time. Including the monies used at the Scrabble Bee itself, just over \$500 was given to LVA from pledges, staff and the team. Congratulations to Library Board President Kathie Schneider and the Red Hat Tortoise Team for raising the second highest Scrabble Bee amount for LVA (over \$1,000--all in pledges!)--while also having a good time!
- City Department Directors met and had lunch on April 17 with the Employee Training Group that had just finished their first two and a half days of training.
- Mark Troendle and I met on April 21 to begin outlining how we would handle the review of the library policy manual this year.
- I went to the City Council's organizational meeting on April 21. Andy Werthmann was appointed our new City Council representative on the Library Board—replacing Bob Von Haden.
- On April 27, I officially joined the Rotary Club of Eau Claire and coincidentally received the first of two \$5,000 checks from them for the renovation project. The donation will be recognized as a special opportunity in the form a bench in the library vestibule area.

- Seven area residents were honored Thursday, April 30, for their work on behalf of children at the eighth annual Children's Legacy Luncheon that I attended at the Ramada Inn Convention Center. The luncheon was hosted by the Eau Claire Community Foundation and supported by Sacred Heart Hospital, Luther Midelfort and Marshfield Clinic. Money raised will support the Children's Legacy Fund, which serves to increase awareness of issues important to the health and welfare of children in the Chippewa Valley. The 2009 honorees were: Naomi Harris; Marvin Lansing; Bob Lesniewski; Carolyn Pritchett; Emilio Rinaldi; and Barbara and Alvin Rolland.
- As Circulation Manager Laura Miller mentioned last month, both the Library and MORE could each submit ballots to vote on future enhancements that Innovative Interfaces, Inc., our online catalog provider, would pursue. I gathered votes from library staff, conferred with MORE staff and submitted the Library's ballot on April 30.
- The library has cooperated closely with the City regarding the H1N1 (swine) flu outbreak from early on including a link from the Library's home page to the City's informational page and keeping all library staff informed via e-mail.

From the Management Team & Staff

Assistant Director/Human Resources

Mark Troendle and Laura Miller conducted an interview for an open page position on April 23.

Mark attended a meeting on May 6 pertaining to the City's health insurance plan. The City expressed an interest in retaining the current provider through June 2011.

John, Mark, Rod and Shelly met with the moving contractor (Beltmann Group) and RJS Construction on May 7 to discuss timelines and how best to coordinate work flow. It was agreed that the move of Youth Services will commence on May 18. The first phase of the move is expected to take up to four days. Behind the scenes, coordination continues between library administration, every other division within the library, the move contractor and the custodial staff.

Phase two of the move is projected to begin June 10. Mark has requested signage from PRPS alerting the public to the fact that various collections will be relocated during the week of June 10. Collections affected include the following: magazines, newspapers, nonfiction 700s, music CDs, DVDs and VHS tapes. Also, the new books area will be impacted approximately one week later.

Mark investigated the additional costs of moving shelving if the entire first floor were to be re-carpeted and he reported the findings to John.

John, Julie Gast, and Mark took part in a teleconference with the architects on May 8 to discuss adjustments to the renovation project. Mark had previously done some research and found an aesthetically pleasing sound absorbing curtain to help attenuate sound in Technical Services because they have a noisy machine they use to repair scratched DVDs and music CDs. Mark was happy to see Uihlein-Wilson Architects found this a satisfactory solution, as it was included in the add-backs, because it should help create a better work environment for Technical Services.

Circulation

Laura attended the MORE Operations Committee meeting on April 20. She is currently the Chair. Issues relating to procedures affecting the circulation of materials are discussed at this committee's meetings with recommendations made and taken to either the MORE Executive Committee or MORE Directors Council.

The Innovative Interfaces E-Commerce feature began in April. This is a new Innovative software product that allows customers to pay online via the MORE catalog, through the My Account function. IFLS/MORE plans on publicizing this new feature more fully in the near future.

Circulation staffing changes: Heather Seefeldt returned to her home state of Virginia. Katie Johnson was hired as the new Desk Clerk. Katie is also a page in Circulation. Brittany Walters was hired as a new page to replace one of the page positions Katie held as a combination.

Desk staff continues to work on the Patron Alias project. This project includes adding a patron alias code to all Eau Claire customer records (those which have our barcode). To date, we have added this code to over 7,500 active customer records.

The circulation unit is making slight adaptations in assignments based on the current renovation activity. With the closing of the ramp below, an additional curbside drop box was unlocked for returns.

Circulation staff participated in the Severe Weather Procedure on Thursday, April 23. Circulation staff has a variety of tasks to make sure the safe room is open and the public has free access to the lower level shelter.

Information Technology (IT)

IFLS has received indications that a small percentage of calls, reported by the Teleforms system as being made, are in fact not being completed. Innovative has been contacted and continues to work to resolve this. An attempt earlier this week to replace the software on the Teleforms PC crashed the system and it had to be totally rebuilt.

Work continues on the Spanish web OPAC module, E-Commerce and the Patron Self Registration modules.

Kris Nickel is working on completing the installation of the new digital telephones. The balance of the cabling work, as needed for those locations that had a telephone but no existing network connections, have been completed. Chris Dahlke and Lee Vrieze of Heartland Communications will be here early next week to hopefully resolve the last of the issues we are experiencing with our wireless network setup and to review having two short training sessions for staff on the features and use of the new telephones. Kris has also installed the custodial work order software at the Reference desk workstations allowing staff to more easily interact and track custodial work orders.

We have met with, and reviewed, the technology needs of Youth Services and Technical Services in preparation of their move to temporary office locations. The temporary cabling need to connect switches in the Projection Room, the Eau Claire Room and the Chippewa Room to the IT Office switch has been completed. The switches and the patch cabling will be installed when the desks and PCs have been placed in the new locations. IT has been asked and will find a location in the IT Office to store approximately 15 public computers/monitors during the renovation. IT has also made available an 8 x 10 area to store electronic devices that need to be stored in an area where humidity and other environmental factors are controlled.

The shared system to archive GroupWise email messages has been installed at the IT area at city hall. The Library is partially set up and is sending email into the Intradyn system for about 50 of our users. There are however, about 30 users that Intradyn does not see as GroupWise users on the Library system, therefore no archiving is occurring for these problem users. Further help will be needed from the vendor to complete the setup.

Work on the library web site has focused on Jeff's work with Youth Services on new Kids and Teens sites. New blogging and commenting systems have been installed and configured. In addition, Jeff provided new image viewing modules for the Kids site, trained staff on Slideshow software and created a cemetery index report for Reference staff.

Much of the work on the MORE site is associated with SSL access issues. Jeff recoded links on all pages to work with SSL. He also addressed remote access database issues, fixed E-Commerce customer notification email issues, contacted customers regarding My Account access issues and created custom patron registration/E-Commerce/donation forms.

Staff completed 72 different IT Help Desk Requests in April. Issues ranged from problems with Innovative, to hardware problems, software issues, Web site changes, and making changes in Groupwise or Active Directory.

Public Relations & Programming (PRPS)

PRPS staff began to create and distribute a variety of public relations materials designed to keep customers and staff up-to-date with the latest information regarding the renovation project. These materials include revised parking brochures, parking signs, "Pardon Our Dust" bookmarks, news releases, signs and handouts. Regular updates of current renovation events and plans are printed and made available throughout the library as well as through the

library website. PRPS staff also created and is maintaining a set of frequently asked questions that are available on the website and as handouts throughout the library.

The library plans to celebrate the beginning of construction with a kick-off party on June 1. The event coincides with the annual children's summer reading program kick-off. PRPS and YS staff have been working on plans for activities, entertainment and refreshments.

A new art exhibit, "Weld Abstract Retrospective," opened in the library art gallery on April 19. The show features work in a variety of media by local artist Richard Weld.

The library's annual report was compiled, designed, completed and printed in mid-April and distributed to board members at their monthly meeting. The report will be published to the website and mailed in late May.

Other activities included:

Larry

- Attended workshops and web conference sessions with the library's architects to assist with the decision-making processes and gather information for regular progress reports.
- Completed the layout for the library's printed annual report.
- Edited the layout for a "Pardon Our Dust" graphic for the website homepage.
- Created, printed and posted signs alerting customers to changes in parking during the renovation project.
- Worked with Assistant Library Director Mark Troendle on a re-location plan for microfilm equipment during the early phases of construction.
- Worked with Kris Jarocki to complete an inventory of audiovisual equipment, remove indoor hanging banners in advance of construction work and recycle protective cardboard following the end of the ArtsWest exhibit.
- Completed the layout for a new library parking brochure with information regarding parking during renovation.
- Edited the text and layout of several news releases for distribution during the month.
- Designed a template to be used for print advertisements alerting readers to renovation progress.
- Designed website banner and "Highlights" promotions for library events and services, including Mango, a language learning service, an art exhibit and the renovation project.
- Created and published PowerPoint slides for the main lobby monitors promoting library programs and services.
- Edited the website version of the library newsletter.

Melany

- Took photos at the pre-bid construction meeting and tour.
- Sent art show packets to participants in the 2009 summer show.
- Formatted an art show flyer "Story Lines" (designed by Ned Gannon) for color printing and distribution.

- Updated Club Read forms and bookmarks.
- Began editing and layout of the May newsletter.
- Formatted three Club Read lists: Local Authors II, Based on the Book, and Christian Fiction.
- Formatted the Summer Library Program (SLP) Early Promo brochure and printed 350 for distribution.
- Designed the SLP and Renovation Kick-Off Party invitations.
- Assisted Richard Weld with the installation of his art exhibit.
- Purchased refreshments for the art show opening “Weld Abstract Retrospective.”
- Purchased items for the renovation kick-off party.
- Imported donor list into ACT! and created a mailing list for 2008 Annual Report.
- Created samples of possible ArtsWest 31 brochures.
- Sent pickup reminder letters to ArtsWest participants.

Kris

- Maintained the literature racks throughout the library and posted publicity on the bulletin boards on the lower level.
- Prepared PDF files and sent library news releases throughout the month via e-mail.
- Added library events to website calendars for the Chamber of Commerce, WEAU, WQOW, the Leader Telegram and the library’s web calendar.
- Added photos of a new library board member to the Library People Directory available to staff on the library’s intranet.
- Added e-mail addresses to the library website for the library e-newsletter and addresses to ACT for mailing newsletters.
- Produced YS display case and Readers’ Advisory signs.
- Reformatted the library newsletter for e-mail and website distribution.
- Communicated with display case patrons and made sign for the April display.
- Printed and folded 1,830 May library newsletters.
- Laminated signs and posters for PRPS, Reference, Administration, Technical Services, and for use on the book drops.
- Proofread the donations list, printed, folded and collated 30 copies of the annual report for the April Library Board meeting.
- Compiled comments from ArtsWest 30.
- Downloaded photos of ArtsWest 30.
- Prepped and mailed ArtsWest 30 letters to artists regarding pick-up of their work.
- Compiled the price list, labels and sheets for the guest book for the Weld art show.
- Photographed and downloaded photos of the Weld art show and produced an album for a website slide show.
- Printed and folded 500 new customer brochures.
- Printed and folded 2000 revised parking brochures for the renovation.
- Produced and posted Adopt-a-Shelf signs.
- Cut 500 bookmarks for YS.
- Printed and cut 750 “Pardon our Dust” bookmarks.
- Printed and cut 200 Club Read bookmarks and 400 Club Read forms.
- Made new newspaper labels for shelves.

- Moved capital campaign letters from Word to InDesign.
- Downloaded annual meeting photo for Friends, photos of the contractor bid walk-through, and photos of YS furniture and other equipment.
- Updated the equipment inventory Excel list.

Reference

On April 2, Renee Ponzio did a presentation for 28 students from New Auburn High School showing them different databases they could access from the library's website. Renee also attended an oral history workshop that UW-Eau Claire sponsored on the evening of April 26 and on April 27.

Cindy Westphal maintained and inventoried the tax forms for distribution to the public with over 37,205 forms being distributed this year. This total does not include forms staff printed off of the Wisconsin Department of Revenue and IRS websites for customers. Cindy created and maintained a Readers' Advisory table on "Take Me Out to the Ball Game" and proctored 15 tests for students taking online or long-distance classes. She also completed two Club Read lists for this year's Club Read Bingo program: "Local Authors II" and "Christian Fiction Series". Cindy updated the Eau Claire City Government Information Guide, both in print and on the library's website, to reflect the changes as a result of the April 2009 election.

Reference staff received training from Rod Bonesteel on using a software product, E-Impulse, for use in submitting custodial requests.

Using input from Renee and Cleo Powers, David Dial created an email document for desk staff to refer to on the topic of book donations, giving alternatives to consider when customers want to donate materials during the renovation.

Kathy Herfel organized the second genealogy open lab for the spring season. It was attended by 11 researchers. A topic talked about at this lab was Czech resources.

Theresa Boetcher assembled a report on the plat books currently kept at the Reference desk. Information included county, date owned, who to contact, if there is a newer copy and the date, cost and shipping price. A report for Bess Arneson was completed by Theresa on a high demand holds report using All Music to determine the rating of the CDs for ordering purposes. Theresa also worked with David Dial on checking carts of withdrawn books for Bess to determine the number of copies of each owned by the library. The RA table for April 1-15 on "Stress Relief" was put together by Theresa as well as the sign she created for the display. Interlibrary loans submitted by Theresa totaled 39 plus 3 UWEC requests. She continued to work on the CID database and totals for April were 70 items changed; 8 items new/added; and 8 items deleted.

Home Delivery

Kathy held the last book group discussion at Heatherwood Assisted Living. The book discussed was Call of the Wild by Jack London. The group will continue with a new focus.

It will be called Reminiscing with the Library. Kathy will choose a book that residents will not necessarily have to read, but she will read portions of the book which hopefully will encourage residents to share their memories. Kathy has been going to Heatherwood for almost five years.

The Home Delivery total is 191. Three customers passed away in April. Five people were removed from the program after being on hold for quite a while. One person was reinstated and one group facility counting as five customers was added.

Kathy attended the follow-up meeting for Senior Americans' Day at UWEC. This was to evaluate the 2009 event and to set a date to begin planning the 2010 Senior Americans' Day.

Holds and Resource Sharing (HRS) Office

The most recent update to WisCat provides the ability to create a header that appears at the top of interlibrary loan requests that customers create. Amy Marsh and Becky Ford sent a message reminding customers to check the MORE catalog before requesting materials. They plan to experiment and change the message every month or so.

One of the off-site bookdrops at Festival now has a broken hinge and is out of service. When it gets repaired, Amy, Becky and Renee will be checking into adding another location.

Jon Martin and Michele Stellick have been busy sending water jugs, kwik cases and magazine binders by courier to libraries that have requested them.

Becky attended the MORE Circulation Refresher Workshop at IFLS on April 30. She learned a couple of new things and was pleased to know we were following procedures correctly and was able to contribute a few tips on certain procedures.

Renovation update: Amy and Becky are keeping in contact with Mark Troendle regarding when the microfilm readers will be moved and when the cart area would need to be emptied.

Safety and Security

The library takes part in the annual state-wide severe weather drill each April. In preparation, Larry Nickel updated and revised the library's severe weather procedure and distributed it to staff along with information about the drill. Larry also produced signs to alert customers to the drill and the fact that they would be participating in the evacuation to the library shelter area if they happened to be in the library at the time of the mock warning. The drill went smoothly, with only one or two minor glitches to work out. Even with the heads-up signage, staff members were challenged with parents with strollers, at least one wheelchair-bound customer and group home visitors to work with during the drill. The day after the drill, the city severe weather sirens were sounded for actual weather events during library hours, so our practice was none too soon.

Larry updated the security equipment replacement schedule for 2010 budget discussions slated for May.

Routine duties included: Larry produced back-ups of the reports created by the door access system, reviewed Incident Reports, modified door access for art shows, book sales and other events, assigned door fob access for new employees and modified access as needed for current staff.

Technical Services

Jean Pickerign selected materials from new arrivals to fill a cart for the Friends' Annual meeting on April 6. During the meeting, Friends volunteers were welcomed to browse the cart and choose a title. Each volunteer who chose an item had a book plate with their name placed on the chosen item.

BWI, a vendor used for children's materials, worked with Jean Nemitz and Jean Pickerign to set up electronic invoicing. Jean Nemitz contacted BWI, Baker & Taylor Entertainment and Baker & Taylor to request one less paper copy of invoices.

Catalogers are participating in the six month OCLC Expert Community Experiment which enables cataloging members with full level cataloging authorizations to make changes to WorldCat bibliographic master records. The master records can be improved on, corrected and upgraded more easily than before. The regular process is to fill out a form and send it in to OCLC along with photocopies of the item in hand. During the experiment, the changes can be made to the record and the record "replaced" immediately. OCLC is tracking who makes corrections and what type of correction is made. In the first month, OCLC reported that over 14,000 replacements were done. If catalogers upgrade a level 3 record, they will receive a credit from OCLC, as in the past.

Technical Services is now marking all paperback materials, \$7 and over, with an Itype 66, in compliance with a MORE request, with minimal change in workflow. Two item templates with this Itype were created by Teri Oestreich and are used by Jean Pickerign in her receive-create-item process.

The new process for weeding/withdrawing tested by Mark Troendle works very well. Other selectors were apprised of the process at the Collection Development meeting and welcomed to use the process.

Technical Services staff made a flooring choice for the renovation.

The disc buffing machine was sent in for repair and was returned within 10 days. The vendor could find nothing wrong with it and suggested we make certain the cleaning solution, an amount of 10 milliliters, is measured very precisely before adding it to one gallon of water. We are doing that and felt we had been in the past. The machine is working fine since its return. We are monitoring its performance very closely.

Sharon Price worked with Laura Miller and Renee Ponzio to coordinate the move of all newspapers from the storage area on the lower level up to their new space on the second

floor. There will be no newspapers kept downstairs from now on. One shelving unit on second floor will hold the current month's newspapers and the other will hold previous months. Several boxes of old date due slips were recycled. Renee is handling the sharing of used magazine binders with MORE libraries and Sharon is offering used Janway bags to MORE libraries. Laura found homes for the old DVD security cases.

Steve Stoflet met with Sharon for a discussion and draft layout of desks, printers, PCs, etc. in the (tentatively) temporary space for Technical Services during renovation which will be the Red Cedar and Chippewa Rooms.

In the fall of 2007, the Library of Congress ceased to create series authority records (SARs) for series, e.g., Step-into-reading, Boxcar children mysteries, etc. At that time, MORE/IFLS assigned the creation of SARs to people on their staff. Unfortunately, because of workload of those MORE staff members, the lists LEPMPL catalogers sent have not been tended to. At the Bib Standards meeting in April, Donna requested that catalogers at LEPMPL be allowed to create their own series authority records following guidelines set up for this type of record.

Youth Services (YS)

April was extremely busy for Youth Services staff as they prepared for the upcoming summer library program as well as the move to the lower level. It was decided, because of remodeling, it was very appropriate to have a construction theme, so the 2009 summer library program theme is *Kid-Struction Zone: Readers at Work*.

Dayna designed the main summer flyer and arranged to have it printed. The flyer includes all the program details for everything that is happening for babies through teens this summer, including information on the four reading folders offered. She also prepared the content for the YS portion of the newsletter and the renovation FAQ documents. Dayna is currently putting the finishing touches on the reading folders, which will be printed in May. Youth Services offers reading folders for babies, kids who are being read to, independent readers and teens. The reading program begins on June 1st and runs through August 1st.

Alisha offered the last of the Jump, Jive and Read Storytimes on April 2. These special storytimes resulted as part of the partnership with the organizers of the UWEC Jazz Festival. Through books, songs and activities, kids were able to learn about fast and slow tempos, different rhythms and how important it is for musicians to carefully listen to the music and other musicians around him. Craft supplies to make button castanets and instructions on how to build drums were also available for the kids to take home.

The Youth Services staff met with Sharon Fortune from the Eau Claire Area School District (ECASD) in April to firm up details for their summer library partnership. The district offers a five week summer reading program at the elementary schools called Read Together @ Your Library. The Youth Services staff will visit the schools the 1st, 3rd and 5th weeks of the program and work with their staff to develop themed activities and get the kids signed up for the library's reading program. Staff is very excited about this partnership, especially because most of the school-age programs were cancelled this summer due to limited meeting space.

Jill has been busy making plans with the Assistants for the room decorations that go along with the summer theme. Moving to the Eau Claire Room poses some interesting decorating challenges, but they are up for the job, so please check out the Youth Services temporary quarters this summer.

Jill has also been working diligently with Jeff Burns to finalize the many aspects of the new kids' website. The website went live recently and it looks fantastic! (<http://www.eauclairepubliclibrary.com/kids>) It has a number of new features that will help publicize the many programs and events in Youth Services. One of the fun new features for YS staff was to create short, funny bios for the "Meet Our Staff" page. Jill learned how to use Photoshop, so the images are pretty fun to look at!

Two puppet skits were created for the website, one to promote the summer library program (SLP) and the other to relay information on the construction project. Youth Services Page, Hannah Starr, wrote much of the script, so a big thank you goes out to her for her creative effort! Dayna and Jill then played the parts of Construction Carl and Library Lil to create a very entertaining puppet skit.

Alisha and Shelly attended the Third Annual Early Learning Family Carnival and Dance on April 17th at North High School. This year over 600 children and adults participated in this community collaboration that brought together EC4T, Head Start, Special Education, child care, and various community organizations. They provided a fun construction-themed carnival activity for kids and parents to play as well as offered information on library services and the upcoming summer program.

Each spring, Youth Services sends a letter to the elementary schools letting them know the theme and dates of our reading program and encourages them to invite YS staff out to the schools to talk to the kids about reading over the summer. The response has been good this year, with visits scheduled thus far to ten of the thirteen public schools as well as a few private schools. School visits run May 18-30.

Youth Services participated in the Wisconsin Library Association's National Library Week coloring contest again this April. The contest is sponsored by Culvers, and participants up to age eleven can submit a picture of their favorite book and/or character and receive a coupon for a free scoop of custard at Culvers.

Artwork from Crestview Academy and the Homestars (a home school group) was displayed in Youth Services during April

Jill attended a 3-day training on the Baldrige Leadership training model. There was one person chosen from each city department. They learned about personality traits and how to work effectively with all types of people. They also learned about several different ways of mapping processes with the goal being that they will be able to identify processes in their own work area that can be improved and then actually do it. Jill is on a small team with Al DeSouza from Building Maintenance/Custodial and Courtenay Johnson from the Health Department. They met with Dale Peters after the initial training to go over their proposed

process. The next step is to finalize their process as a small team and attend a conference call with the trainers to go over progress. This will be an ongoing project that Jill will be involved with for a year.

LE PHILLIPS MEMORIAL PUBLIC LIBRARY
2009 YTD BUDGET REPORT - Operating
For the Period Ended April 30, 2009

OBJ #	ACCOUNT NAME	2009 ESTIMATED REVENUE	ACTUAL YTD REVENUE	RE-CEIVABLE	REMAINING UNCOLLECTED	% COLLECTED
PUBLIC LIBRARY REVENUE						
4002	General Property Tax-City	\$ 2,785,000.00	\$ -	\$ 2,785,000.00	\$ -	100.0%
4009	Prop Tax-Post 2005 Debt	40,000.00	-	40,000.00	-	100.0%
4128	Federal Aid-Other	2,500.00	-	-	2,500.00	0.0%
4330	Library Fines & Miscellaneous Revenue	131,000.00	41,476.56	-	89,523.44	31.7%
4398	Other Penalties (Collection Agency)	2,400.00	911.00	-	1,489.00	38.0%
4451	Electronic Copy Revenue	2,600.00	775.19	-	1,824.81	29.8%
4452	Copier Revenue	3,000.00	980.42	-	2,019.58	32.7%
4602	Service to Eau Claire County	527,800.00	266,392.50	-	261,407.50	50.5%
4608	Indianhead Library System	126,600.00	-	10,295.75	116,304.25	8.1%
4672	Service Charge-Other (Fairchild)	1,900.00	-	496.50	1,403.50	26.1%
4798	Misc Service Revenues (Act 150)	222,800.00	222,823.27	-	(23.27)	100.0%
4834	Book Bag Sales	300.00	109.94	-	190.06	36.6%
4836	Misc Grant Revenue	15,000.00	-	-	15,000.00	0.0%
4850	Gift Revenue	16,000.00	1,065.00	-	14,935.00	6.7%
4852	Misc Reimbursements-Lost Items	15,000.00	4,805.26	-	10,194.74	32.0%
4853	Energy Improvement Rebate	-	196.00	-	(196.00)	n/a
4858	Refund of Prior Years Expense	-	-	-	-	n/a
4898	Miscellaneous Revenue	5,000.00	2,222.14	-	2,777.86	44.4%
5152	Sale of Capital Assets	200.00	135.05	-	64.95	67.5%
		<u>\$ 3,897,100.00</u>	<u>\$ 541,892.33</u>	<u>\$ 2,835,792.25</u>	<u>\$ 519,415.42</u>	<u>86.7%</u>
5590	Fund Balance Used for CIP	204,000.00	204,000.00	-	-	100.0%
5580	Working Capital Applied	89,500.00	-	-	89,500.00	0.0%
	TOTAL REVENUE	<u><u>\$ 4,190,600.00</u></u>	<u><u>\$ 745,892.33</u></u>	<u><u>\$ 2,835,792.25</u></u>	<u><u>\$ 608,915.42</u></u>	<u><u>85.5%</u></u>

OBJ #	ACCOUNT NAME	2009 APPROP.	ACTUAL YTD EXPENDED	ENCUMBRANCES	AVAIL. BUDGET	% USED
PUBLIC LIBRARY EXPENDITURE						
6010	Payroll Wages	\$ 1,749,900.00	\$ 528,568.98	\$ -	\$ 1,221,331.02	30.2%
6020	P/R Overtime	-	-	-	-	n/a
6030	Special Pays	31,700.00	517.68	-	31,182.32	1.6%
6040	Employer Paid Benefits	332,400.00	91,291.00	-	241,109.00	27.5%
6043	Health insurance-Employer	386,400.00	93,596.58	-	292,803.42	24.2%
6047	Health insurance Deductible	41,500.00	3,317.24	-	38,182.76	8.0%
6108	Unemployment Compensation	8,800.00	216.46	-	8,583.54	2.5%
6110	Postage & Shipping	22,000.00	4,390.18	-	17,609.82	20.0%
6112	Computer Service Charges	111,200.00	83,930.40	-	27,269.60	75.5%
6116	Binding	1,000.00	-	-	1,000.00	0.0%
6120	Auditing	2,300.00	473.99	-	1,826.01	20.6%
6122	Cataloging	32,300.00	600.00	-	31,700.00	1.9%
6128	Repairs to Tools & Equip	6,300.00	1,076.92	105.00	5,118.08	18.8%
6138	Equipment Rental	6,200.00	2,100.00	-	4,100.00	33.9%
6150	Special Services	56,700.00	4,384.55	-	52,315.45	7.7%
6160	Staff Training/Conference	22,000.00	2,666.69	-	19,333.31	12.1%
6162	Membership Dues	3,700.00	195.00	-	3,505.00	5.3%
6198	Miscellaneous Contractual	78,400.00	7,185.91	575.00	70,639.09	9.9%
6202	Electricity	73,000.00	17,189.65	-	55,810.35	23.5%
6208	Gas Service	23,600.00	14,564.75	-	9,035.25	61.7%
6210	Telephones	10,000.00	2,615.24	-	7,384.76	26.2%
6252	Water Service	2,400.00	285.13	-	2,114.87	11.9%
6254	Sewer Service	2,300.00	274.17	-	2,025.83	11.9%
6308	Special Assessments	600.00	580.62	-	19.38	96.8%
6350	Liability & Property Insurance	31,000.00	2,583.33	-	28,416.67	8.3%
6398	Insurance Claims Reimbursement	-	-	-	-	n/a
6402	Office, AV, Library Supplies	79,700.00	14,847.01	12,722.78	52,130.21	34.6%
6410	Periodicals	19,300.00	8,355.84	-	10,944.16	43.3%
6411	Pamphlets	200.00	-	-	200.00	0.0%
6412	Books-Adult	186,900.00	47,190.80	-	139,709.20	25.2%
6413	Books-Juvenile	75,800.00	20,592.35	-	55,207.65	27.2%
6414	Non-print Materials	61,800.00	17,878.91	-	43,921.09	28.9%
6415	Lost/Damaged Collection Materials	15,000.00	1,925.61	-	13,074.39	12.8%
6490	Equipment Purchases < \$5000	62,900.00	39,977.68	-	22,922.32	63.6%
6495	Grant Expenditures	15,000.00	-	-	15,000.00	0.0%
6496	Gift Expenditures	16,000.00	3,458.67	19.35	12,521.98	21.7%
6498	Other Materials & Supplies	4,400.00	1,042.50	-	3,357.50	23.7%
6790	Refunds & Reimbursements	10,400.00	10,356.85	-	43.15	99.6%
6802	Capital Purchases	5,800.00	6,120.93	-	(320.93)	105.5%
7020	Transfer to Debt Service	40,000.00	-	-	40,000.00	0.0%
7044	Transfer to Library Capital Projects	310,000.00	310,000.00	-	-	100.0%
		\$ 3,938,900.00	\$ 1,344,351.62	\$ 13,422.13	\$ 2,581,126.25	34.5%

OBJ #	ACCOUNT NAME	2009 APPROP.	YTD APPROP.	ENCUM- APPROP.	AVAIL. APPROP.	% APPROP.
LIB BLDG MAINTENANCE EXPENDITURE						
6010	Payroll Wages	\$ 127,300.00	\$ 31,243.39	\$ -	\$ 96,056.61	24.5%
6020	Payroll Overtime	17,100.00	2,006.36	-	15,093.64	11.7%
6030	Special Pays	0.00	-	-	0.00	0.0%
6040	Employer Paid Benefits	25,100.00	5,713.34	-	19,386.66	22.8%
6043	Health Ins (ER)	37,400.00	6,864.01	-	30,535.99	18.4%
6047	Health Insurance Deductible	3,300.00	275.00	-	3,025.00	8.3%
6108	Unemployment Compensation	0.00	658.56	-	(658.56)	n/a
6128	Repairs to Tools & Equipment	200.00	11.56	-	188.44	5.8%
6130	Repairs to Buildings	20,600.00	1,652.75	3,911.77	15,035.48	27.0%
6138	Equipment Rental	100.00	9.38	-	90.62	9.4%
6144	Laundry & Dry Cleaning	200.00	-	-	200.00	0.0%
6150	Special Services	8,300.00	2,509.37	3,660.63	2,130.00	74.3%
6214	Garbage Service	2,100.00	973.41	-	1,126.59	46.4%
6256	Stormwater Charges	400.00	200.13	-	199.87	50.0%
6340	Implementation Reserves	400.00	-	-	400.00	0.0%
6460	Repair Part & Supplies	1,100.00	-	-	1,100.00	0.0%
6464	Building Materials & Janitorial Supplies	8,100.00	2,143.23	-	5,956.77	26.5%
		<u>\$ 251,700.00</u>	<u>\$ 54,260.49</u>	<u>\$ 7,572.40</u>	<u>\$ 189,867.11</u>	<u>24.6%</u>
TOTAL EXPENSES		<u>\$ 4,190,600.00</u>	<u>\$ 1,398,612.11</u>	<u>\$ 20,994.53</u>	<u>\$ 2,770,993.36</u>	<u>33.9%</u>

LE PHILLIPS MEMORIAL PUBLIC LIBRARY
LTD CAPITAL IMPROVEMENT BUDGET REPORT
For the Period Ended April 30, 2009

OBJ #	ACCOUNT NAME	CURRENT APPROP.	ACTUAL SINCE INCEPTION EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
	LIBRARY BLDG IMPROVEMENT					
6810	Capital Costs (2006 and previous years)	\$ 892,800.00	\$ 716,109.38	\$ -	\$ 176,690.62	80.2%
	TECHNOLOGY UPGRADE					
6802	Capital Purchases	\$ 1,024,100.00	\$ 950,470.30	\$ 32,537.90	\$ 41,091.80	96.0%
	LIBRARY BUILDING EXPANSION					
6810	Capital Costs	\$ 700,000.00	\$ 242,702.29	\$ 83,940.68	\$ 373,357.03	46.7%
	LIBRARY BLDG IMPROVEMENT					
6810	Capital Costs (2007-2009)	\$ 513,000.00	\$ 70,714.93	\$ -	\$ 442,285.07	13.8%
	TOTAL CAPITAL IMPROVEMENT PLAN EXPENSE	<u>\$ 3,129,900.00</u>	<u>\$ 1,979,996.90</u>	<u>\$ 116,478.58</u>	<u>\$ 1,033,424.52</u>	67.0%

Warrant Report for 041709L

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Amount</u>
ALTOONA PUBLIC LIBRARY	211201	LOST ITEM RFND-ADULT NONPRIN	LIBRFND916L	\$20.00
ALTOONA PUBLIC LIBRARY	211201	LOST ITEM RFND-ADULT NONPRIN	LIBRFND916	\$23.00
AMAZON.COM CREDIT	211202	JUV BKS	700235249914	\$8.61
AMAZON.COM CREDIT	211202	ADULT BKS	933966420907	\$9.71
AMAZON.COM CREDIT	211202	NONPRINT	986763419937	\$9.99
AMAZON.COM CREDIT	211202	L&D NONPRINT	957647642800	\$15.98
AMAZON.COM CREDIT	211202	JUV BKS	731959626208	\$16.95
AMAZON.COM CREDIT	211202	ADULT BKS JUV BKS	985631353560	\$25.66
AMAZON.COM CREDIT	211202	NONPRINT L&D JUV BKS	987256912570	\$36.93
AMAZON.COM CREDIT	211202	L&D NONPRINT	927326216561	\$50.31
AT&T	211203	PHONEBOOK LISTINGS	NONE916	\$54.00
AVERY COLOR STUDIOS INC	211204	ADULT BKS	NONE916	\$108.20
BAKER & TAYLOR INC	211205	ADULT BKS	0001891420	\$-15.09
BAKER & TAYLOR INC	211205	NONPRINT	H72064160	\$20.36
BAKER & TAYLOR INC	211205	JUV BKS L&D JUV BKS	2023041331	\$30.07
BAKER & TAYLOR INC	211205	ADULT BKS	2023047683	\$30.65
BAKER & TAYLOR INC	211205	NONPRINT	H72360230	\$35.94
BAKER & TAYLOR INC	211205	ADULT BKS	5009998199	\$40.74
BAKER & TAYLOR INC	211205	ADULT BKS	2023075384	\$41.39
BAKER & TAYLOR INC	211205	JUV BKS	2023053138	\$43.70
BAKER & TAYLOR INC	211205	JUV BKS	2023075195	\$45.88
BAKER & TAYLOR INC	211205	JUV BKS	2023047823	\$55.07
BAKER & TAYLOR INC	211205	JUV BKS L&D JUV BKS	2023034890	\$74.40
BAKER & TAYLOR INC	211205	ADULT BKS	2023057054	\$79.65
BAKER & TAYLOR INC	211205	NONPRINT	H72327870	\$107.80
BAKER & TAYLOR INC	211205	JUV BKS	2023062156	\$118.54
BAKER & TAYLOR INC	211205	ADULT BKS	2023034889	\$137.40
BAKER & TAYLOR INC	211205	ADULT BKS	2023056581	\$137.54
BAKER & TAYLOR INC	211205	ADULT BKS	2023057410	\$138.77
BAKER & TAYLOR INC	211205	NONPRINT JUV BKS	2023074244	\$172.39
BAKER & TAYLOR INC	211205	JUV BKS L&D JUV BKS	2023060748	\$180.37
BAKER & TAYLOR INC	211205	JUV BKS	2023069918	\$184.94
BAKER & TAYLOR INC	211205	JUV BKS NONPRINT	2023068570	\$194.92
BAKER & TAYLOR INC	211205	ADULT BKS	2023053139	\$197.18
BAKER & TAYLOR INC	211205	JUV BKS	2023068971	\$204.59
BAKER & TAYLOR INC	211205	JUV BKS L&D JUV BKS	2023033735	\$223.57

Warrant Report for 041709L

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Amount</u>
BAKER & TAYLOR INC	211205	ADULT BKS	2023079464	\$241.13
BAKER & TAYLOR INC	211205	ADULT BKS	2023084215	\$242.42
BAKER & TAYLOR INC	211205	ADULT BKS	2023068569	\$248.68
BAKER & TAYLOR INC	211205	ADULT BKS	2023041330	\$253.57
BAKER & TAYLOR INC	211205	ADULT BKS	2023047246	\$266.50
BAKER & TAYLOR INC	211205	ADULT BKS	2023051960	\$282.44
BAKER & TAYLOR INC	211205	ADULT BKS GIFT BKMRKS	2023033711	\$413.24
BAKER & TAYLOR INC	211205	ADULT BKS L&D ADULT BKS	2023060752	\$426.31
BAKER & TAYLOR INC	211205	ADULT BKS	2023062155	\$531.33
BAKER & TAYLOR INC	211205	JUV BKS	2023069570	\$610.61
BAKER & TAYLOR INC	211205	ADULT BKS	2023075199	\$634.40
BOOK WHOLESALERS INC	211206	JUV BKS	191045B	\$40.76
BOOK WHOLESALERS INC	211206	FRDS PRZS/INCNTVS	191044B	\$104.12
CDW-G CORPORATE OFFICE	211207	IT SWITCHES	NPZ8111	\$157.94
CDW-G CORPORATE OFFICE	211207	REPLACEMENT EQUIPMENT	NRD3759	\$1,290.00
CDW-G CORPORATE OFFICE	211207	REPLACEMENT EQUIPMENT	NQR9578	\$6,445.00
CITY OF EAU CLAIRE	211208	GAS/VAN PARTS LABOR	111878	\$494.32
CITY OF EAU CLAIRE	211208	NSF/MUNIS/SEC 125 ADM	111875	\$1,190.91
CITY OF EAU CLAIRE	211208	HEALTH INS DEDUCT/AUDITING/UP	111876	\$1,194.73
CITY OF EAU CLAIRE	211208	EAP/SEC 125/UPS	111877	\$3,130.73
COLFAX PUBLIC LIBRARY	211209	LOST ITEM RFND-JUV NPRT	LIBRFND916	\$12.00
DR MOON MEMORIAL LIBRARY	211210	LOST ITEM RFND-JUV BK	LIBRFND916	\$15.00
DUROE, LORI	211211	LOST ITEM RFND-ADULT NPRT	LIBRFND916	\$39.98
EAU CLAIRE PRESS COMPANY INC	211212	PROGRAM AD	NONE916	\$278.00
ELLISON EDUCATIONAL EQUIPMENT I	211213	SUPPLIES	2462402	\$40.00
GALE RESEARCH INC	211214	ADULT BKS	16220454	\$23.21
GALE RESEARCH INC	211214	ADULT BKS	16248225	\$46.10
GALE RESEARCH INC	211214	ADULT BKS	16248141	\$46.43
GALE RESEARCH INC	211214	ADULT BKS	16248414	\$46.43
GALE RESEARCH INC	211214	ADULT BKS	16243562	\$69.65
GALE RESEARCH INC	211214	ADULT BKS	16242979	\$100.36
GALE RESEARCH INC	211214	ADULT BKS	16248792	\$117.66
GALE RESEARCH INC	211214	ADULT BKS	16242053	\$149.79
GALE RESEARCH INC	211214	ADULT BKS	16250308	\$310.00
HEARTLAND BUSINESS SYSTEMS	211215	VOIP PHONES	IVC000173733	\$403.35
HEARTLAND BUSINESS SYSTEMS	211215	VOIP PHONES, LICENSE	IVC000173519	\$15,768.00

Warrant Report for 041709L

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Amount</u>
L&M MAIL SERVICES INC	211216	POSTAGE EC/ILL/IFLS/FRDS	NONE916	\$1,296.80
LIBRARY VIDEO COMPANY	211217	NONPRINT	033109	\$36.80
LOGISTECH INC	211218	ADULT BKS	121216	\$57.72
MENARDS EAST	211219	SUPPLIES	12993	\$139.43
MENOMONIE PUBLIC LIBRARY	211220	LOST ITEM RFND-JUV BK	LIBRFND916	\$12.95
MEZERA, KATHLEEN	211221	LOST ITEM RFND-ADULT NPRT	LIBRFND916	\$12.99
MID-CITY BLUE	211222	SUPPLIES	47648	\$1,657.33
MINNESOTA MUTUAL LIFE INS	211223	MAY	NONE916	\$1,013.48
PUBLIC LIBRARY REVOLVING FUND	211224	POSTAGE DUE	NONE916L	\$0.42
PUBLIC LIBRARY REVOLVING FUND	211224	POSTAGE DUE	NONE916LLLL	\$0.42
PUBLIC LIBRARY REVOLVING FUND	211224	YS FOAM SHEETS	NONE916LLLL	\$5.94
PUBLIC LIBRARY REVOLVING FUND	211224	FRNDS HM DELV SR AM CNDY	NONE916	\$6.33
PUBLIC LIBRARY REVOLVING FUND	211224	YS GORDYS FOOD	NONE916LLL	\$7.48
PUBLIC LIBRARY REVOLVING FUND	211224	YS FESTIVAL FOODS	NONE916LL	\$8.08
RECORDED BOOKS INC	211225	L&D NONPRINT	4433454	\$19.85
TANTOR MEDIA	211226	NONPRINT	22017	\$47.99
TANTOR MEDIA	211226	NONPRINT	22082	\$49.18
TANTOR MEDIA	211226	NONPRINT	21976	\$381.51
TARGET	211227	SUPPLIES	NONE916	\$110.18
UNIQUE MANAGEMENT SERVICES INC	211228	COLLECTION AGENCY MARCH	182081	\$322.20
WI DEPT OF ADMINISTRATION	211229	FEB STS	NONE916	\$319.55
XCEL ENERGY	211230	MAR-APR	191682064	\$6,094.75
ZAKRZEWSKI, TROY	211231	LOST ITEM RFND-ADULT NPRT	LIBRFND916	\$20.00
				<u><u>\$50,146.59</u></u>

Warrant Report for 042409L

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Amount</u>
AMAZON.COM CREDIT	211232	JUV BKS	878127273987	\$41.24
BAKER & TAYLOR INC	211233	NONPRINT	H72468140	\$6.47
BAKER & TAYLOR INC	211233	NONPRINT	H72637491	\$11.89
BAKER & TAYLOR INC	211233	NONPRINT	H72939800	\$12.73
BAKER & TAYLOR INC	211233	ADULT BKS	2023088923	\$19.48
BAKER & TAYLOR INC	211233	NONPRINT	H72637493	\$21.59
BAKER & TAYLOR INC	211233	NONPRINT	H72637490	\$31.46
BAKER & TAYLOR INC	211233	NONPRINT	H72637492	\$33.59
BAKER & TAYLOR INC	211233	ADULT BKS	2023089010	\$60.81
BAKER & TAYLOR INC	211233	NONPRINT	H72570720	\$68.90
BAKER & TAYLOR INC	211233	NONPRINT	H73075851	\$72.99
BAKER & TAYLOR INC	211233	GIFT BKMRKS ADULT BKS	2023085270	\$123.51
BAKER & TAYLOR INC	211233	L&D NONPRINT NONPRINT	H72939790	\$339.97
BOOK WHOLESALERS INC	211234	JUV BKS	197245B	\$23.96
BOWE, JULIE M	211235	YS LITERACY PROGRAM	NONE917	\$50.00
CAREER TRACK	211236	MANAGING PRESSURE-MYERS	NONE917	\$99.00
CHIPPEWA FALLS PUBLIC LIBRARY	211237	LOST ITEM CA FEE	LIBRFND917	\$10.00
DR MOON MEMORIAL LIBRARY	211238	LOST ITEM RFND-ADULT BK	LIBRFND917	\$28.00
EAU CLAIRE COUNTY TREASURER	211239	MAINT/SUPPORT IP TELEPHY	NONE917	\$919.60
EO JOHNSON CO INC	211240	1ST FLR SVC K QTRLY	CNIN333770	\$44.80
EO JOHNSON CO INC	211241	2ND FLR COPIER MAY-JUN	28187158	\$120.00
INSTITUTE FOR CAREER RESEARCH	211242	CAREERS REPORTS	NONE917L	\$234.50
INSTITUTE FOR CAREER RESEARCH	211242	CAREERS REPORTS	NONE917	\$241.55
MEGA	211243	RFRSHMNTS	298920	\$16.14
MEGA	211243	BD SUPPLIES/TS DISTILLED WTR	307721	\$34.84
MID-CITY BLUE	211244	SUPPLIES	47667	\$453.16
PRYOR RESOURCES INC	211246	MULTIPLE PRIORITIES-MYERS	NONE917	\$79.00
QUALEY, MARSHA R	211247	YS LITERACY PROGRAM	NONE917	\$50.00
RENEE PONZIO	211245	ORAL HISTORY-PONZIO	NONE917	\$25.00
RIVER FALLS PUBLIC LIBRARY	211248	LOST ITEM RFND-ADULT BK	LIBRFND917	\$9.95
UIHLEIN/WILSON ARCHITECTS	211249	PROF SERVICES	12018	\$32,278.61
UPSTART LIBRARY PROMO	211250	SUPPLIES	1012760177	\$55.41
VARIETY OFFICE PRODUCTS	211251	SUPPLIES	2034800	\$431.20

\$36,049.35

Warrant Report for 050109L

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Amount</u>
AMAZON.COM CREDIT	211252	L&D NONPRINT	978358231554	\$7.98
AMAZON.COM CREDIT	211252	ADULT BKS	873115872112	\$18.68
AMAZON.COM CREDIT	211252	ADULT BKS	874391739638	\$18.68
AMAZON.COM CREDIT	211252	NONPRINT	762858702856	\$27.96
AMAZON.COM CREDIT	211252	L&D JUV BKS	764303311934	\$29.09
AMAZON.COM CREDIT	211252	IFLS NONPRINT	830829691767	\$29.99
AMAZON.COM CREDIT	211252	IFLS NONPRINT	897791129853	\$31.94
AMAZON.COM CREDIT	211252	ADULT BKS NONPRINT	903643596411	\$33.84
AMAZON.COM CREDIT	211252	JUV BKS L&D JUV BKS	735491626132	\$44.35
AMAZON.COM CREDIT	211252	NONPRINT	977367159514	\$46.94
AMAZON.COM CREDIT	211252	NONPRINT	781710779691	\$59.93
AMAZON.COM CREDIT	211252	NONPRINT	998534168950	\$63.94
AMAZON.COM CREDIT	211252	NONPRINT	812093503074	\$89.91
AMERICAN LIBRARY ASSOCIATION	211253	SUPPLIES	NONE918	\$49.00
AT&T	211254	APR-MAY MONTHLY SERVICE	NONE918	\$374.76
BAKER & TAYLOR INC	211255	NONPRINT	H271601CM	\$-10.76
BAKER & TAYLOR INC	211255	NONPRINT	H73099050	\$7.19
BAKER & TAYLOR INC	211255	NONPRINT	H73119271	\$11.99
BAKER & TAYLOR INC	211255	NONPRINT	H73378282	\$14.23
BAKER & TAYLOR INC	211255	NONPRINT	H73378280	\$14.39
BAKER & TAYLOR INC	211255	NONPRINT	S67488690	\$14.98
BAKER & TAYLOR INC	211255	NONPRINT	H72833202	\$17.96
BAKER & TAYLOR INC	211255	NONPRINT	H72627250	\$21.50
BAKER & TAYLOR INC	211255	NONPRINT	H73378283	\$21.56
BAKER & TAYLOR INC	211255	NONPRINT	H72833203	\$21.59
BAKER & TAYLOR INC	211255	NONPRINT	H73378284	\$21.59
BAKER & TAYLOR INC	211255	NONPRINT	H73507711	\$21.59
BAKER & TAYLOR INC	211255	NONPRINT	H73119270	\$21.69
BAKER & TAYLOR INC	211255	ADULT BKS	2023098161	\$32.73
BAKER & TAYLOR INC	211255	NONPRINT	H72833200	\$35.97
BAKER & TAYLOR INC	211255	JUV BKS	2023117282	\$38.89
BAKER & TAYLOR INC	211255	ADULT BKS	5010029873	\$50.23
BAKER & TAYLOR INC	211255	NONPRINT	H73507720	\$53.49
BAKER & TAYLOR INC	211255	L&D NONPRINT NONPRINT	H72833201	\$61.41
BAKER & TAYLOR INC	211255	NONPRINT	H73572540	\$62.50
BAKER & TAYLOR INC	211255	NONPRINT	H73402760	\$69.78

Warrant Report for 050109L

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Amount</u>
BAKER & TAYLOR INC	211255	NONPRINT	H73188260	\$72.08
BAKER & TAYLOR INC	211255	ADULT BKS	2023130071	\$102.96
BAKER & TAYLOR INC	211255	NONPRINT	H73099051	\$123.90
BAKER & TAYLOR INC	211255	ADULT BKS	2023101549	\$126.17
BAKER & TAYLOR INC	211255	JUV BKS	2023096258	\$132.39
BAKER & TAYLOR INC	211255	ADULT BKS	2023133993	\$162.38
BAKER & TAYLOR INC	211255	JUV BKS NONPRINT	2023112678	\$163.88
BAKER & TAYLOR INC	211255	JUV BKS L&D JUV BKS	2023102241	\$171.01
BAKER & TAYLOR INC	211255	JUV BKS	2023130070	\$196.62
BAKER & TAYLOR INC	211255	JUV BKS NONPRINT	2023123897	\$199.50
BAKER & TAYLOR INC	211255	L&D JUV BKS JUV BKS	2023111382	\$202.44
BAKER & TAYLOR INC	211255	NONPRINT	H73378281	\$237.25
BAKER & TAYLOR INC	211255	JUV BKS NONPRINT L&D JUV BKS	2023088984	\$248.33
BAKER & TAYLOR INC	211255	ADULT BKS L&D ADULT BKS	2023102242	\$345.34
BAKER & TAYLOR INC	211255	ADULT BKS NONPRINT	2023095930	\$399.05
BAKER & TAYLOR INC	211255	ADULT BKS	2023123757	\$415.86
BAKER & TAYLOR INC	211255	ADULT BKS	2023095135	\$430.78
BAKER & TAYLOR INC	211255	ADULT BKS	2023117285	\$473.29
BAKER & TAYLOR INC	211255	NONPRINT	H73507710	\$488.84
BAKER & TAYLOR INC	211255	ADULT BKS	2023128542	\$510.87
BAKER & TAYLOR INC	211255	ADULT BKS	2023124071	\$596.33
BLACKSTONE AUDIOBOOKS	211256	NONPRINT	496908	\$32.00
BOOK WHOLESALERS INC	211257	L&D JUV BKS	198610B	\$12.37
BOOK WHOLESALERS INC	211257	JUV BKS	198251B	\$38.51
BOOK WHOLESALERS INC	211257	JUV BKS	196189B	\$81.37
BOOK WHOLESALERS INC	211257	JUV BKS	193993B	\$112.33
BRODART INC	211258	SUPPLIES	940619	\$28.45
CDW-G CORPORATE OFFICE	211259	SUPPLIES	NTQ5137	\$341.95
CHIPPEWA FALLS PUBLIC LIBRARY	211260	LOST ITEM RFND-ADULT NONPRT	LIBRFND918	\$18.49
FLEET CREDIT CARD SERVICES	211261	TS FILE KEY CREDIT	NONE918LLL	\$-16.90
FLEET CREDIT CARD SERVICES	211261	SUPPLIES	NONE918L	\$33.92
FLEET CREDIT CARD SERVICES	211261	SUPPLIES	NONE918	\$65.05
FLEET CREDIT CARD SERVICES	211261	TELEPHONE RESTRICTOR	NONE918LL	\$95.01
FREDERIC PUBLIC LIBRARY	211262	LOST ITEM RFND-ADULT BK	LIBRFND918	\$32.00
GALE RESEARCH INC	211263	ADULT BKS	16261890	\$23.97
GALE RESEARCH INC	211263	ADULT BKS	16242544	\$24.72

Warrant Report for 050109L

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Amount</u>
GALE RESEARCH INC	211263	ADULT BKS	16263852	\$38.28
GALE RESEARCH INC	211263	ADULT BKS	16262027	\$44.93
GALE RESEARCH INC	211263	ADULT BKS	16261595	\$45.34
GALE RESEARCH INC	211263	ADULT BKS	16259339	\$58.40
GALE RESEARCH INC	211263	ADULT BKS	16259992	\$62.28
GALE RESEARCH INC	211263	ADULT BKS	16259666	\$70.40
GALE RESEARCH INC	211263	ADULT BKS	16266360	\$77.90
GALE RESEARCH INC	211263	ADULT BKS	16252768	\$98.86
GEISSLER, KATHERINE	211264	LOST ITEM RFND-ADULT BK	LIBRFND918	\$7.95
HERITAGE MICROFILM	211265	EC LEADER MICROFILM LESS DISC	143407	\$2,592.70
HUDSON PUBLIC LIBRARY	211266	LOST ITEM RFND-YS BK	LIBRFND918	\$19.95
JAYS SIGN SERVICE	211267	BANNER INSTALLATION	18180	\$115.00
LEBAKKEN, LAURA	211268	MORE OPS MTG APRIL	NONE918	\$66.00
LOGISTECH INC	211269	ADULT BKS	121473	\$43.24
MATAYA, MARYBETH LORBIECKI	211270	YS LITERACY PROGRAM	NONE918	\$50.00
RECORDED BOOKS INC	211271	NONPRINT	4411507	\$75.14
REGENT BOOK CO	211272	ADULT BKS	SO86800	\$25.07
RTI	211273	SUPPLIES	144054	\$105.45
TANTOR MEDIA	211274	NONPRINT	22413	\$35.99
TANTOR MEDIA	211274	NONPRINT	22307	\$59.99
TANTOR MEDIA	211274	NONPRINT	22459	\$111.57
TRI-STATE BUSINESS MACHINES INC	211275	ADM COPIER APR-MAY	136841	\$300.00
				<u><u>\$12,358.44</u></u>

Warrant Report for 050809L

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Amount</u>
AMAZON.COM CREDIT	211276	NONPRINT	872531115231	\$10.49
AMAZON.COM CREDIT	211276	JUV BKS	896439380406	\$12.48
AMAZON.COM CREDIT	211276	ADULT BKS	998564024792	\$25.00
AMAZON.COM CREDIT	211276	NONPRINT	923228123269	\$25.98
AMAZON.COM CREDIT	211276	NONPRINT	969588944282	\$33.98
AMAZON.COM CREDIT	211276	L&D JUV BKS	996869440999	\$34.95
AMAZON.COM CREDIT	211276	ADULT BKS JUV BKS	862261759622	\$35.86
AMAZON.COM CREDIT	211276	NONPRINT L&D JUV BKS	822599156770	\$42.79
AMAZON.COM CREDIT	211276	ADULT BKS	901783289891	\$62.93
AMAZON.COM CREDIT	211276	ADULT BKS NONPRINT	924458748710	\$64.97
AMAZON.COM CREDIT	211276	NONPRINT	948859812439	\$67.96
AMAZON.COM CREDIT	211276	NONPRINT JUV BKS	967436222737	\$102.77
AMAZON.COM CREDIT	211276	NONPRINT	722338785952	\$153.28
AT&T	211277	CELL PHONES APR-MAY	NONE919	\$40.30
BAKER & TAYLOR INC	211278	NONPRINT	S68089580	\$12.73
BAKER & TAYLOR INC	211278	NONPRINT	H74166190	\$20.13
BAKER & TAYLOR INC	211278	NONPRINT	H74046320	\$21.59
BAKER & TAYLOR INC	211278	NONPRINT	H73794341	\$22.65
BAKER & TAYLOR INC	211278	NONPRINT	H73782910	\$43.17
BAKER & TAYLOR INC	211278	JUV BKS	2023150072	\$48.30
BAKER & TAYLOR INC	211278	NONPRINT	H74046321	\$64.77
BAKER & TAYLOR INC	211278	JUV BKS L&D JUV BKS	2023142960	\$72.04
BAKER & TAYLOR INC	211278	JUV BKS	2023150653	\$77.39
BAKER & TAYLOR INC	211278	ADULT BKS	2023134632	\$84.10
BAKER & TAYLOR INC	211278	ADULT BKS	2023139064	\$141.56
BAKER & TAYLOR INC	211278	JUV BKS NONPRINT	2023138717	\$157.78
BAKER & TAYLOR INC	211278	ADULT BKS L&D NONPRINT	2023111988	\$213.18
BAKER & TAYLOR INC	211278	ADULT BKS	2023112494	\$291.03
BAKER & TAYLOR INC	211278	ADULT BKS	2023143517	\$307.56
BAKER & TAYLOR INC	211278	JUV BKS	2023149608	\$326.00
BAKER & TAYLOR INC	211278	JUV BKS NONPRINT YS FRDS PRZS	2023160407	\$356.33
BAKER & TAYLOR INC	211278	ADULT BKS NONPRINT	2023138503	\$392.79
BAKER & TAYLOR INC	211278	ADULT BKS	2023112710	\$433.48
BAKER & TAYLOR INC	211278	ADULT BKS	2023134431	\$446.81
BAKER & TAYLOR INC	211278	NONPRINT	H73794340	\$484.70
BAKER & TAYLOR INC	211278	ADULT BKS	2023111770	\$511.30

Warrant Report for 050809L

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Description</u>	<u>Invoice #</u>	<u>Amount</u>
BAKER & TAYLOR INC	211278	ADULT BKS	2023160401	\$1,002.35
BAKER & TAYLOR INC	211278	ADULT BKS	2023107815	\$1,023.65
BARRON PUBLIC LIBRARY	211279	LOST ITEM RFND-ADULT NPRT	LIBRFND919	\$29.95
BOOK WHOLESALERS INC	211280	JUV BKS	202911B	\$48.09
BOOK WHOLESALERS INC	211280	JUV BKS	200848B	\$114.52
CAPSTONE PRESS	211281	JUV BKS	CI10123194	\$1,239.28
GALE RESEARCH INC	211282	ADULT BKS	16279588	\$24.72
GALE RESEARCH INC	211282	ADULT BKS	16272638	\$26.97
GALE RESEARCH INC	211282	ADULT BKS	16279289	\$26.97
GALE RESEARCH INC	211282	ADULT BKS	16271894	\$79.40
GALE RESEARCH INC	211282	ADULT BKS	16271380	\$241.44
GROUP HEALTH CO-OP	211283	COBRA/RETIREEES JUNE	NONE919L	\$1,522.01
GROUP HEALTH CO-OP	211283	ACTIVES JUNE	NONE919	\$29,427.92
HEHL-GROHN COMPANY INC	211284	YS TEMP ENCLOSURE	291381	\$5,990.00
HUNTERS GUIDE	211285	ADULT BKS	3697	\$225.00
L&M MAIL SERVICES INC	211286	NEWSLTR FEE/FOLDING	17556	\$289.02
LOGISTECH INC	211287	ADULT BKS	121570	\$118.04
MCKY, KATIE	211288	YS LITERACY PROGRAM	NONE919	\$50.00
MINNESOTA MUTUAL LIFE INS	211289	JUNE	NONE919	\$1,045.23
NEMITZ, JEAN	211290	IUG CASH ADVANCE	NONE919	\$507.84
PRICE, SHARON	211291	IUG CASH ADVANCE	NONE919	\$507.84
REGENT BOOK CO	211292	ADULT BKS	SO87206	\$25.07
ROSEN PUBLISHING GROUP &	211293	JUV BKS	473212	\$414.75
SHREDAWAY	211294	SHREDDING MAR/APR	22435	\$57.00
TANTOR MEDIA	211295	NONPRINT	22689	\$23.99
WI DEPT OF ADMINISTRATION	211296	STS MARCH	NONE919	\$309.10
				<u><u>\$49,613.28</u></u>

LE PHILLIPS MEMORIAL PUBLIC LIBRARY
Supplemental Bills & Claims Listing - April 2009

CUSTODIAL OPERATING BUDGET

VENDOR	DESCRIPTION	AMOUNT
Various	Salaries & wages, overtime, spec. pay	\$ 8,096.93
Various	WRS, SS, life, disability	1,427.31
Various	Health insurance, deductible	1,496.91
State of WI	UC Benefits March	658.56
Johnson Controls	Repair, HVAC control system	355.00
NEI Northern Electricians	Electrical repair	798.00
Braun Thyssenkrupp	Elevator/dumbwaiter service	690.96
Tracis Green Interiors	Plant rental; monthly	259.90
WilKil	Pest control, monthly	30.00
Waste Management	Garbage, recycling	323.36
Dalco	Trashcan liners	217.36
Dalco	Square air filter-backpack	130.00
G&K Services	Rental, floor mats, oil mops	120.64
		\$ 14,604.93

LIBRARY OPERATING BUDGET

VENDOR	DESCRIPTION	AMOUNT
Various	Salaries & wages, shift prem, longevity	\$ 131,946.45
Various	WRS, SS, life, disability	23,012.65
Various	Health insurance, deductible, EAP	30,148.66
		\$ 185,107.76

LIBRARY CAPITAL CAMPAIGN

VENDOR	DESCRIPTION	AMOUNT
Various	Salaries & wages, shift premium	\$ 34.01
Various	WRS, SS, life, disability	6.12
		\$ 40.13

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LE PHILLIPS MEMORIAL PUBLIC LIBRARY
Statistical Report - April

2007	2008	2009	Chng. Prev. Yr.
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AVERAGE ADJUSTED DAILY NUMBER OF LIBRARY VISITS IN BUILDING

n/a	n/a	1,145	n/a	Month of April (New door counter installed 4/11/08))
n/a	n/a	1,143	n/a	Year to date (New door counter installed 4/11/08)

AVERAGE DAILY NUMBER OF LIBRARY VISITS TO YOUTH SERVICES

652	658	n/a	n/a	Month of April
663	652	n/a	n/a	Year to date

% SHARE OF CHECKOUTS AND IN-BUILDING RENEWALS (Does NOT include outgoing MORE transactions)

71.1%	71.4%	71.4%	0.0%	City of Eau Claire
16.0%	15.9%	15.5%	-2.5%	Remainder of Eau Claire County participating in Co. Lib. Svcs. Agreement
12.9%	12.7%	13.1%	3.1%	All other users checking something out or renewaing from this building

Figures given for billable period according to contract (July-April)

NUMBER OF CUSTOMERS CHECKING SOMETHING OUT FROM THIS BLDG:

14,094	15,518	15,200	-2.0%	Month of April
60,086	61,786	62,656	1.4%	Year to date

NUMBER OF ITEMS CHECKED OUT FROM LIBRARY BUILDING*

70,165	77,864	75,920	-2.5%	Month of April
312,863	319,072	320,406	0.4%	Year to date

RENEWALS FROM LIBRARY BUILDING*

4,453	3,615	2,627	-27.3%	Month of April
17,983	15,042	10,290	-31.6%	Year to date

**Does not include remote or telephone renewals*

REMOTE & TELEPHONE RENEWALS OF ITEMS OWNED BY LE PHILLIPS LIBRARY

Telephone renewals

1,404	1,230	1,264	2.8%	Month of April
5,932	5,610	4,532	-19.2%	Year to date

Web renewals

16,012	17,291	17,493	1.2%	Month of April
62,751	67,893	69,182	1.9%	Year to date

MORE CONSORTIUM CHECKOUTS

Incoming materials (included in "Checkouts from Library Bldg" above)

8,188	9,317	9,775	4.9%	Month of April
33,902	37,412	40,151	7.3%	Year to date

Outgoing materials (NOT included in "Checkouts from Library Bldg" above)

9,302	11,389	11,223	-1.5%	Month of April
38,257	43,116	45,392	5.3%	Year to date

MORE CONSORTIUM CHECKOUTS OF JUVENILE MATERIALS

Incoming materials (included in "MORE Consortium Checkouts" above)

1,105	1,274	1,370	7.5%	Month of April (includes renewals)
4,482	5,380	5,749	6.9%	Year to date (includes renewals)

Outgoing materials (NOT included in "Checkouts from Library Bldg" above)

1,338	1,763	1,655	-6.1%	Month of April
5,974	6,538	6,979	6.7%	Year to date

2007	2008	2009	Chng. Prev. Yr.
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INTERLIBRARY LOANS

Incoming materials (included in "Checkouts from Library Building" above)

252	308	225	-26.9%	Month of April (without renewals)
1,021	1,091	933	-14.5%	Year to date (without renewals)

Outgoing materials (not included in "Checkouts from Library Building" above)

475	395	326	-17.5%	Month of April (without renewals)
2,269	1,649	1,459	-11.5%	Year to date (without renewals)

Outgoing materials (not included in "Checkouts from Library Building" above)

52	2	4	100.0%	Month of April (renewals)
75	18	44	144.4%	Year to date (renewals)

HOME DELIVERY (included in "Checkouts from Library Building" above)

805	965	1,100	14.0%	Month of April (without renewals)
3,047	3,735	3,982	6.6%	Year to date (without renewals)

HOME DELIVERY RENEWALS (included in "Checkouts from Library Building" above)

n/a	n/a	63	n/a	Month of April Renewals
n/a	n/a	215	n/a	Year to date Renewals

NOTE: methodology for counting these renewals was revised in May of 2008

UNIQUE VISITORS TO WEBSITE

n/a	11,536	11,409	-1.1%	Month of April
n/a	42,575	47,753	12.2%	Year to date

NOTE: statistics from new web host beginning 8/2007

WHEREAS, Oua Xiong enthusiastically served on the Library Board of Trustees and its Committees for one and a half years; and

WHEREAS, he ably served on the Endowment and Development Committee; and

WHEREAS, he sought to strengthen the Library's services to youth and the Library in general;

NOW, THEREFORE, BE IT RESOLVED: That the L. E. Phillips Memorial Public Library Board of Trustees expresses its appreciation to **Oua Xiong** for his service on behalf of the library and the Eau Claire Community and orders that a copy of this Resolution be entered into the proceedings of the Board.

May 2009

WHEREAS, Jean Radtke enthusiastically served on the Library Board of Trustees and its Committees for almost five years; and

WHEREAS, she ably served on the Endowment & Development, Finance, Personnel, Planning and Transportation Committees; and

WHEREAS, she attended and participated in Library Legislative Day to advocate for libraries; and

WHEREAS, she sought to strengthen the Library's services to youth and the Library in general;

NOW, THEREFORE, BE IT RESOLVED: That the L. E. Phillips Memorial Public Library Board of Trustees expresses its appreciation to **Jean Radtke** for her service on behalf of the library and the Eau Claire Community and orders that a copy of this Resolution be entered into the proceedings of the Board.

May 2009

WHEREAS, Bob Von Haden enthusiastically served on the Library Board of Trustees and its Committees as its City Council Representative for six years; and

WHEREAS, he ably served on the Finance and Planning Committees, and

WHEREAS, he sought to strengthen the Library's services to youth and the Library in general,

NOW, THEREFORE, BE IT RESOLVED: That the L. E. Phillips Memorial Public Library Board of Trustees expresses its appreciation to **Bob Von Haden** for his service on behalf of the library and the Eau Claire Community and orders that a copy of this Resolution be entered into the proceedings of the Board.

May 2009