



PUBLIC NOTICE

Thursday, December 19, 2024, 5:00 p.m.

**Carnegie Room - L.E. Phillips Memorial Public Library
400 Eau Claire St., Eau Claire, Wisconsin**

AGENDA

- 1) Member Roll Call
 - 2) Citizen Comments (limited to 5 minutes per citizen)
 - 3) **Consent Agenda:** *The following matters may be acted upon by the L.E. Phillips Memorial Public Library Board of Trustees utilizing a single vote. Individual items, which any member wishes to address in greater detail or as a separate item on the regular agenda, may be removed from the Consent Agenda upon the request of any Trustee.*
 - A. Approval of the Minutes of last month's Library Board Meeting
 - B. Action on Bills and Claims
 - C. Reports:
 - a) Library Director
 - b) Financial Report
 - c) Statistical Report
 - 4) Board President report/comments (Gary Pesicka)
-

OPEN SESSION

- 5) Consideration of New Business
 - A. Discussion of use of the Land Acknowledgement Statement (Isa Small)
 - B. 2025 Board Representation on Committees and Board Liaison positions (Gary Pesicka)
 - C. Discussion of and action on role of the Executive Committee (Gary Pesicka)
 - D. Discussion of and action on the 2025 wage plan (Nancy Kerr)
 - E. Discussion of and action on the Distinguished Service Award (Gary Pesicka)
 - F. Discussion of and action on the Service Animals policy (Kim Hennings)
 - G. Discussion of and action on the Unattended Children in the Library policy (Kim Hennings)

CLOSED SESSION

Motion that the Executive Committee of the Library Board of Trustees of the L.E. Phillips Memorial Public Library convene in closed session to review the employment, compensation or performance of the Library Director, an employee over whom the Board of Trustees exercises responsibility, as permitted in accordance with Section 19.85 (1)(c) of the Wisconsin Statutes.

OPEN SESSION

- 6) Committee Reports
 - A. Friends of the Library
 - B. IFLS
- 7) Directives from the Library Board to the Library Director
- 8) Next meeting: **January 16, 2025**
- 9) Adjournment

Trustees: If you are unable to attend this meeting, please notify the Library Administrative Office

**L.E. PHILLIPS MEMORIAL PUBLIC LIBRARY
400 EAU CLAIRE STREET
EAU CLAIRE, WI 54701**

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, November 21, 2024

Board members present: Cheryl Contant, Kate Cook, Shelley Donnelly, Jill Markgraf, James Martin, Gary Pesicka, Charlie Schell, Sheng Xiong.

Board members absent: Rod Jones

Staff present: Joel Forke, Nancy Kerr, Kim Hennings, Shelly Collins-Fuerbringer, Barb Langreck, Andria Rice (presenter), Carrie Reipl (City HR Director), Isa Small (presenter)

CITIZEN COMMENTS

None

CONSENT AGENDA

On a motion made by Cheryl and seconded by Shelley, the Board unanimously approved the Consent Agenda items.

CLOSED SESSION

At 5:02 p.m., on a motion made by Cheryl and seconded by Shelley, the board voted to convene in closed session to review the employment, compensation or performance of the Library Director as permitted in accordance with Section 19.85 (1)(c) of the Wisconsin Statutes.

The board reconvened in open session at 5:30 p.m.

BOARD PRESIDENT COMMENTS

- Gary noted the much-deserved recognition of Elizabeth Steans in the Employee Spotlight in the November 8th edition of the city's weekly newsletter.

CONSIDERATION OF NEW BUSINESS

- A. Andria Rice presented information on the teen services that the library provides and some of our outreach activities.
- B. Isa Small discussed the land acknowledgement statement that was recently drafted. Next steps are to add information to our website with additional links to more information and document what the library is doing to support indigenous people. The subcommittee that has been formed to work on this project will continue to research what other organizations have done and are working to arrange a spring panel discussion as part of the One Book One Community series. The group's goal is to have

the website updated by January 1st and they will be working with City Hall to adopt this statement as well.

- C. Jill Markgraf's term as the IFLS representative is coming to an end. We will be looking for a board member to serve in this capacity beginning in January of 2025. The Executive Committee will be discussing at their next meeting and Gary will bring information to the full board at the December meeting.
- D. The role of the Executive Committee document & discussion will be tabled until the December meeting.
- E. On a motion made by James and seconded by Jill, the board unanimously passed the proposed 2025 Library closings and holidays document as provided in the board packet.
- F. On a motion made by Sheng and seconded by Shelley, the board unanimously passed the 2025 budget as presented by Nancy Kerr.
- G. On a motion made by Jill and seconded by Shelley, the board unanimously passed the Grievance Procedure changes as presented.
- H. On a motion made by Jill and seconded by Shelley, the board unanimously passed Section 6 of the Employee Handbook with the changes as presented.

COMMITTEE REPORTS

Friends of the Library – Charlie Schell

- The Friends are doing well financially at this time and have 2 CD's that are maturing soon.
- The seasonal train exhibit will be held December 7-28.
- The Friends applied for and received a \$3,000 Books for Babies grant.

IFLS – Jill Markgraf

- Jill noted that 5 IFLS libraries recently received a Flexible Facilities grant.
- The System Technology Plan was approved.

DIRECTIVES FROM THE LIBRARY BOARD OF TRUSTEES TO THE LIBRARY DIRECTOR

- None noted

NEXT MEETING – December 19, 2024

ADJOURNMENT

On a motion made by Jill and seconded by Shelley, the Board unanimously voted to adjourn at 6:25 PM.

Respectfully submitted,

Barb Langreck
Administrative & Human Resources Coordinator

**Director's Report to the Library Board
December 2024**

**Administrative Services
Nancy Kerr, Library Director**



We are almost to the end of 2024, and are concentrating on end-of-the year projects and statistics gathering. With November's numbers in, circulation is up by over 15,000 over last year, door count is over 800 people per day, and program attendance numbers are also higher than they were this time last year. The library is a busy place!

The management team is working on finalizing our chart of what Strategic Plan goals have been accomplished this year, what are in progress, and which goals we will concentrate on in 2025. We've also a few projects along the way as opportunities have arisen, but have been mindful of our capacity to do so. Some of our Strategic Plan goals have involved considerable data gathering which will help us make decisions on when and how to staff our service points. We appreciate the willingness of all of our library team members to participate in these projects while still shouldering their heavy workloads! You'll also see furniture and desks moving their locations to increase visibility and provide even better customer service.

With the advent of cold weather, the number of incidents recorded has risen dramatically over what it was in the summer months. Our new Security Monitor Kyle has been a great addition to our team, and staff work very hard to enforce our Appropriate Library Behavior rules in a manner that is calm, friendly and professional.

Shelly Collins-Fuerbringer, Deputy Director



In the November Board report, details were shared for *Library on the Loose*, the new partnership between the Library and SHIFT Cyclery and Coffee Bar. We're very pleased that there has been some coverage in local media outlets to help advertise this new offering. Volume One published this [article](#) in their most recent edition and WQOW ran an [story](#) in late November. The outreach team is excited to begin implementing this service and will share details in the future.

Kimberly Hennings, Deputy Director



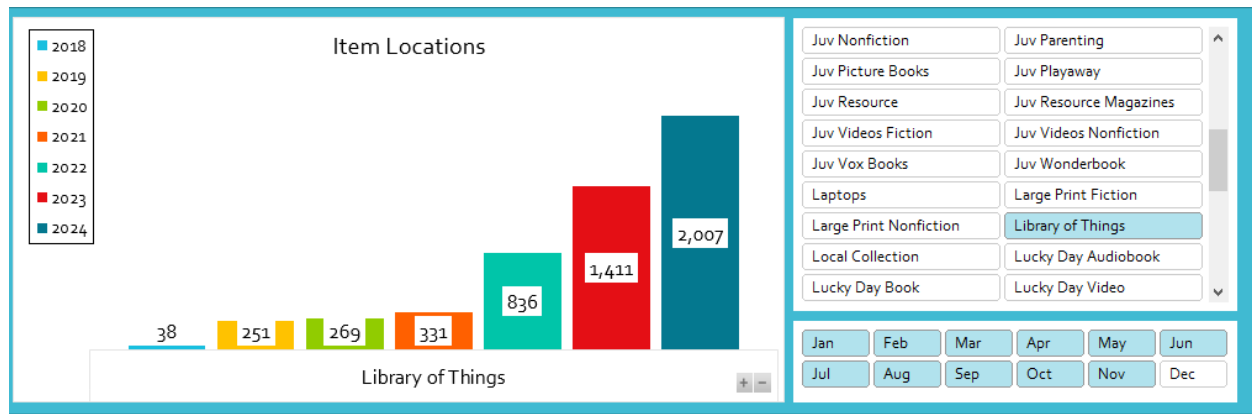
To foster a more inclusive and equitable community, the library submitted a request for the use of ARPA funds to the City of Eau Claire for the proposed creation of a new Eau Claire Community Language Collection to assist the library in serving members of our community whose primary language is not English. Some of the strategic goals met by this initiative would:

1. Develop and maintain diverse collection
 - a. Reflect unique EDI needs of our community
 - b. Interconnect collections with programs and services for mutual benefit
2. Champion public access
 - a. Connect community to services through outreach and marketing

Using data from the local schools to identify the non-English languages spoken at home, we determined that we own under 250 books in those languages. The collection would consist of popular fiction & nonfiction books for all ages. While the school system identified 21 different languages spoken by the families they serve, we recommend starting with Hmong and Spanish, as the primary languages, with French (used by many families as a bridge language) and Ojibwe materials, with other languages included on a case-by-case basis or as the collection/population grows.

By providing access to materials in multiple languages, we aim to celebrate cultural diversity, support language learning, and ensure that all community members feel represented and valued. This initiative will not only enhance our library's offerings but also promote cross-cultural understanding and engagement, making our library a welcoming space for everyone.

Additionally, members of the Collection Development Team also have completed another strategic goal of assessing the Library of Things capacity, labeling, and shelving. This is still a relatively new collection to the library that has grown over the past several years.



The 3rd Annual Seasonal Train Exhibit kicked off on Saturday, December 7, 2024. The Friends of the L.E. Phillips Memorial Public Library are collaborating with the Standard Gauge Module Association for a Seasonal Train Exhibit in the Riverview Room located on Level 3. The exhibit will be open on Saturday afternoons from 1 p.m. to 5 p.m. and Tuesday and Thursday evenings from 4:30 p.m. to 7:30 p.m.

Exhibit Highlights

- Polar Express Experience – Saturdays, December 7, 14, 21, 28, 2024 1:30 p.m., 2:30 p.m., 3:30 p.m. (Admission is \$5, includes admission to the train exhibit.) Enjoy a reading of the Polar Express, a free gift, and a visit from our train conductor prior to visiting the exhibit. Reservations are required, space is limited, for more information visit www.ecpubliclibrary.info/friends/trains. Sponsored by Culvers.



- Give a Kid a Book Night – Tuesday, December 10, 2024. Free admission to the exhibit with the donation of a NEW children's or young adult book. Sponsored by RCU.

The Friends are also thankful for several local community partners who are supporting the exhibit this year, Woodman's, Scheels, Northwestern Bank and Security Financial Bank.

Youth Services
Kelly Witt, Youth Services Manager



November has been packed with fun activities for children, teens and families. From Storytime to a Turkey Twist Dance Party at the end of the month, we have been busy planning and executing many exciting programs. YS is excited to share that we welcomed close to 2000 attendees to the library for youth programs in November! The Bluey Party may have been the cherry on top of a fun programming month in November. It was all-hands-on-deck during our first-ever Bluey Party during Thanksgiving Break Week. Bluey is an Australian-made and internationally popular television series for families featuring a lovable family of Blue Heeler dogs who go through highly-relatable growing experiences together in endearing and affirming ways. With support from Friends of the Library volunteers, teen volunteers, and all library staff, we provided this celebration for well over 500 attendees! Participants enjoyed an interactive storytime followed by dancing, crafts, snacks, scavenger hunt, and an exciting meet and greet with Bluey and Bingo themselves!



In November, YS also welcomed new YS Assistant Brianna Lima! Brianna, who previously worked in the Circulation Department, has hit the ground running with the guide of YS Coordinator Alisha Green, who has taken over the task of YS Assistant Coordination. Welcome to YS Brianna!

Reference Services
Elizabeth Steans, Reference Services Manager



In November, Stephanie, RS Coordinator, attended the annual Wisconsin Library Association (WLA) Conference and brought back resources and ideas to share on several topics; we are looking forward to implementing many of the great ideas she returned with from her WLA attendance.

Jenny, RS Coordinator, reports that 107 Home Delivery Service (HDS) customers received services this month. One customer mentioned that during the winter months, they feel more anxious because it's harder for them to move around due to problems with their feet. They expressed appreciation for LEPMPL offering home delivery, which lets them access books and library services while staying at home.

Jan, RS Coordinator, presented a successful run of her fall genealogy series, "Dirty Laundry: The Dark Side of Genealogy," featuring three presenters and programs on topics related to uncovering family secrets. Attendance and press coverage were great, with coverage on WPR. One of the presenters, Alyson, RS Assistant, presented her research on Chippewa Valley Klanswomen. The presentation was fantastic and also served as Alyson's congratulatory grand finale as our RS Assistant. Alyson has moved on to a full-time library position and will be missed at LEPMPL.



RS program stats for November 2024:

- 13 Dabble Box programs were offered, 420 in attendance
 - 10 DB Open Labs, 389 attendees
 - International Games Month events included:
 - Intro to Game Jam, 4 attendees
 - Magic the Gathering, 5 attendees
 - Adult Game Night at the Brewing Projekt, 22 attendees
- 4 Reference Services Programs were offered, 146 in attendance
 - Life Hacks: Wallet Wellness, 6 attendees
 - “Dirty Laundry: Genealogy Series”
 - Our Black Sheep Ancestors, 36 attendees
 - Ann Lowry Book Talk, 67 attendees
 - Chippewa County, WI Klanswomen in the 1920s, 37 attendees

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

- [Year End Giving with Friends of the Library](#) by Stacy, Friends of the Library
- [Online Resource Highlight: Consumer Reports](#) by Riley, Reference Services
- [Gratitude](#) by Jan, Reference Services

RS desk staff answered 1,516 questions in November. The top five topics include:

1. Meeting room support (261 transactions)
2. Internet guest passes (224 requests)
3. Help with print-release station (138 assists)
4. MORE-catalog support (128 transactions)
5. Ready reference consult (125 questions)

Programming and Communications Services
Isa Small, PCS Manager



Working Smarter, Not Harder

As shared in previous board reports, the PCS team has been working diligently to ensure our programming opportunities are meeting the needs of the community we serve. One of the most effective ways we do that is working with partner organizations who understand the unique needs and interests of their customers/clients/patient's. While we have always worked with community partners, our strategic plan goals have us taking a closer look at how are partnerships work, and how we can improve communication and efficiency in program planning and promotions. And, our work has paid off!

Looking at the data below, we've been able to steadily reduce the total number of programs while still increasing the overall attendance. While there are a number of factors that contribute to the changes, I think a large part is increasing the rate in which we include community partners. Having a partner typically means they bring with them a target audience, which always makes marketing a bit easier.

However, another shift in addition to how often we work with community partners is *how* we work with them. In the past, a library program would often be well into development, and possibly even have some draft publicity created, before we would seek a partner. However, the tables have turned!

During COVID, I participated in an 18-month Community Engagement Training cohort, Wisconsin Libraries Transforming Communities. During the course of that program, I learned that best practices are to approach the community partner with only the intention to learn more about their organization, and then identify what ways make sense for the library to support them. So, instead of trying to guess the programming wants/needs of different demographics or audiences, we ask the organizations who work in that area what the needs are, and then work together to meet those needs. The inverted model has led to our programming efforts meeting already-identified needs, which ultimately results in a higher average attendance.

Some stats to share (*COVID- and temporary building-years have been ignored*):

	2019	2023	2024
Total # of events	75	71	58
Total # of attendees	3145	4375	6269
Total percentage of programs with at least one community partner	64%	74%	78%

Circulation Services
Paula Stanton, Circulation Manager



In November, Circulation desk staff got caught up on lots of data cleanup projects while Pages finished off some long-awaited shifting projects. The library is looking spiffy for the holiday season.

Staff finished up gathering data on what customers are doing when they are in the library and what spaces are most used. Paula spent lots of time aggregating that data and is working to find a way to present it to managers so educated changes can be made in organization of the library.

Circulation staff met to plan a training for all library staff. The Circulation team will be training all library staff on the nuances of shelving in February.

Circulation and Technical Services staff met to discuss a cross departmental touch study. They spent time in November planning the process and will complete the study in December. The goal of the study is to use information on touches to identify inefficiencies and try to correct them.

The collection promotions committee met again to discuss our previous efforts to increase browsing of the collection. Paula's data tracking indicated that increasing face out displays in the non-fiction collection actually reduced the number of items browsed by a significant percentage. The next target area for the committee is wayfinding signage, including standardizing the endcaps and flag signage throughout the collection.

Technical Services
Lynn Gates, Technical Services Manager



The Technical Service Department kicked off November with a half-day department retreat. We spent our time reviewing the Library's strategic plan, brainstorming ideas, and then refining our ideas to set department goals for 2025.

With the end of year looming, we continued to order, receive, catalog, & process materials. With the redistribution of remaining funds some new children's kits were ordered, along with additional Playaways (one of our audio formats that is increasingly popular).

We finished our long project adding historical genre labels to materials in the fiction collection and are investigating which genre we will be focusing on next as we have heard lots of good feedback about the genre labels. We also moved all the Garfield and Calvin & Hobbs books that were in the adult graphic novel collection to the children's graphic novel collection.

Finally, we did a joint American Indian Heritage month display in collaboration with Reference Services. We also purchased a pop-up display that starting in 2025 will be on the first floor for our collaborative heritage month displays. Until then, we are running a trial with holiday materials, swapping out different holiday themes each week.



Information Technology
Kris Nickel, Technology Manager



As you know, I was out the month of November, healing from surgery. Two of my absolute rockstar colleagues, Brad Lindstrom and Mike Paulus covered all IT issues:



Editing Mastery by Mike

I am so grateful for them, as well of all of my coworkers, with their words of encouragement, beautiful cards, hugs, good vibes, patience, and just being their awesome selves.





ADMINISTRATIVE MEMORANDUM

TO: Library Board
FROM: Barb Langreck, Administrative & HR Coordinator
DATE: 12/12/2024
SUBJECT: NOVEMBER 2024 Bills & Claims Report Summary

Bills & Claims Report Summary – Month Ending November 30, 2024

Operating Expenditures for the month	\$495,750.10
(includes supplemental bill & claims and p-card purchases)	
CIP Expenditures for the month	\$0
Total	\$495,750.10*

**Note - there were 3 payrolls in November*

All expenditures will be included in the printed report each month. Exceptions to this will be months in which the City accounting staff has not yet posted the procurement card purchases or journal entries for that month. In that case, those entries will appear on the following month Bills and Claims report. Each month there are a number of large purchases of library materials. Those may include digital or hard copy material purchases totaling over \$1,000 per purchase. Questions on those purchases can be directed to the Library Director for further clarification.

Explanations of large (\$1,000 or greater) or out of the ordinary/annual payments are shown below. Normal recurring and/or monthly expenses, such as utilities, postage or insurance will not be noted in this memorandum.

1. Account 6112 Computer Service Charges
 - \$2,500.00 paid to Library Solutions for annual subscription to LibraryCalendar
2. Account 6162 Membership Dues
 - \$1,163.00 paid to American Library Association for annual membership dues
3. Account 6198 Misc Contractual Services
 - \$2,370.00 paid to Viking Automatic Sprinkler for sprinkler annual inspection
 - \$1,342.00 paid to Norcostco Inc. for repair to damaged curtain in Riverview Room

BILLS & CLAIMS - OPERATING
Transactions Processed in November 2024

ENTERED	EFFECTIVE	OBJECT	AMOUNT	ACCT NAME	VENDOR	COMMENTS
10/29/2024	11/01/2024	6010	\$16,361.46	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6010	\$26,261.24	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6010	\$16,851.16	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6010	\$14,521.56	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6010	\$12,296.68	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6010	\$3,627.20	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6010	\$17,385.53	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6010	\$1,975.20	WAGES-ULRICH-SECURITY MONITOR	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
			\$109,280.03			
11/07/2024	11/08/2024	6010	\$4,940.61	PAYROLL WAGES	CUSTODIAL PAYROLL WAGES	PAY DATE: 11/08/24
			\$4,940.61			
11/14/2024	11/15/2024	6010	\$16,857.40	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6010	\$25,738.32	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6010	\$17,302.88	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6010	\$14,551.25	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6010	\$12,293.69	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6010	\$3,627.20	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6010	\$17,676.65	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6010	\$1,975.20	WAGES-ULRICH-SECURITY MONITOR	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
			\$110,022.59			
11/22/2024	11/22/2024	6010	(\$4.82)	PAYROLL WAGES	CUSTODIAL PAYROLL WAGES	PAY DATE: 11/22/24
11/22/2024	11/22/2024	6010	\$4,573.75	PAYROLL WAGES	CUSTODIAL PAYROLL WAGES	PAY DATE: 11/22/24
			\$4,568.93			
11/27/2024	11/29/2024	6010	\$17,250.49	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6010	\$25,711.89	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6010	\$17,407.18	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6010	\$14,447.30	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6010	\$12,293.71	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6010	\$3,627.20	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6010	\$17,718.08	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6010	\$1,975.20	WAGES-ULRICH-SECURITY MONITOR	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
			\$110,431.05			
TOTAL PAYROLL WAGES			\$339,243.21			

11/07/2024	11/08/2024	6020	\$134.29 PAYROLL OVERTIME	CUSTODIAL PAYROLL WAGES	PAY DATE: 11/08/24
			<u>\$134.29</u>		
11/22/2024	11/22/2024	6020	\$142.66 PAYROLL OVERTIME	CUSTODIAL PAYROLL WAGES	PAY DATE: 11/22/24
			<u>\$142.66</u>		
TOTAL PAYROLL OVERTIME			<u>\$276.95</u>		
10/29/2024	10/31/2024	6040	\$25.11 EMPLOYER PAID BENEFITS		OCT LIFE INSURANCE
			<u>\$25.11</u>		
10/29/2024	11/01/2024	6040	\$1,223.53 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6040	\$1,953.27 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6040	\$1,263.91 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6040	\$1,037.41 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6040	\$880.85 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6040	\$265.22 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6040	\$1,265.96 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6040	\$142.63 ER PAID BEN-ULRICH-SECURITY MO	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
			<u>\$8,032.78</u>		
11/07/2024	11/08/2024	6040	\$361.01 EMPLOYER PAID BENEFITS	CUSTODIAL PAYROLL WAGES	PAY DATE: 11/08/24
			<u>\$361.01</u>		
11/14/2024	11/15/2024	6040	\$1,251.56 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6040	\$1,895.21 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6040	\$1,290.81 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6040	\$1,028.72 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6040	\$856.32 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6040	\$265.21 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6040	\$1,258.72 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6040	\$141.59 ER PAID BEN-ULRICH-SECURITY MO	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
			<u>\$7,988.14</u>		
11/22/2024	11/22/2024	6040	\$338.51 EMPLOYER PAID BENEFITS	CUSTODIAL PAYROLL WAGES	PAY DATE: 11/22/24
			<u>\$338.51</u>		
11/27/2024	11/29/2024	6040	\$1,302.82 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6040	\$1,958.63 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6040	\$1,331.28 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6040	\$1,092.98 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6040	\$912.70 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6040	\$277.48 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6040	\$1,327.79 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24

11/27/2024	11/29/2024	6040	\$151.10 ER PAID BEN-ULRICH-SECURITY MO	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
			\$8,354.78		
TOTAL EMPLOYER PAID BENEFITS			\$25,100.33		
10/29/2024	11/01/2024	6042	\$1,078.56 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6042	\$1,189.15 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6042	\$1,110.22 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6042	\$923.23 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6042	\$848.47 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6042	\$250.28 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6042	\$1,122.26 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
10/29/2024	11/01/2024	6042	\$136.29 WRS(ER)-ULRICH-SECURITY MONITR	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
			\$6,658.46		
11/07/2024	11/08/2024	6042	\$349.21 WRS(ER)	CUSTODIAL PAYROLL WAGES	PAY DATE: 11/08/24
			\$349.21		
11/14/2024	11/15/2024	6042	\$1,080.26 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6042	\$1,175.84 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6042	\$1,149.68 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6042	\$925.27 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6042	\$848.27 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6042	\$250.28 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6042	\$1,146.71 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
11/14/2024	11/15/2024	6042	\$136.29 WRS(ER)-ULRICH-SECURITY MONITR	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24
			\$6,712.60		
11/22/2024	11/22/2024	6042	\$323.97 WRS(ER)	CUSTODIAL PAYROLL WAGES	PAY DATE: 11/22/24
			\$323.97		
11/27/2024	11/29/2024	6042	\$1,078.56 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6042	\$1,222.91 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6042	\$1,158.25 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6042	\$918.10 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6042	\$848.27 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6042	\$250.28 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6042	\$1,149.57 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
11/27/2024	11/29/2024	6042	\$136.29 WRS(ER)-ULRICH-SECURITY MONITR	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
			\$6,762.23		
TOTAL WRS(ER)			\$20,806.47		
10/29/2024	10/31/2024	6043	(\$0.36) HEALTH INS(ER)	OCT HEALTH INSURANCE	

			(\$0.36)			
10/29/2024	11/01/2024	6043	\$1,302.60 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24	
10/29/2024	11/01/2024	6043	\$4,462.02 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24	
10/29/2024	11/01/2024	6043	\$1,777.19 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24	
10/29/2024	11/01/2024	6043	\$4,718.36 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24	
10/29/2024	11/01/2024	6043	\$3,648.25 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24	
10/29/2024	11/01/2024	6043	\$908.79 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24	
10/29/2024	11/01/2024	6043	\$4,097.02 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24	
10/29/2024	11/01/2024	6043	\$438.45 HI(ER)-ULRICH-SECURITY MONITOR	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24	
			\$21,352.68			
11/07/2024	11/08/2024	6043	\$1,417.13 HEALTH INS(ER)	CUSTODIAL PAYROLL WAGES	PAY DATE: 11/08/24	
			\$1,417.13			
11/14/2024	11/15/2024	6043	\$1,302.60 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24	
11/14/2024	11/15/2024	6043	\$4,323.22 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24	
11/14/2024	11/15/2024	6043	\$1,777.19 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24	
11/14/2024	11/15/2024	6043	\$4,729.79 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24	
11/14/2024	11/15/2024	6043	\$3,648.25 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24	
11/14/2024	11/15/2024	6043	\$908.79 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24	
11/14/2024	11/15/2024	6043	\$4,224.39 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24	
11/14/2024	11/15/2024	6043	\$438.45 HI(ER)-ULRICH-SECURITY MONITOR	LIBRARY PAYROLL WAGES	PAY DATE: 11/15/24	
			\$21,352.68			
11/22/2024	11/22/2024	6043	\$1,298.46 HEALTH INS(ER)	CUSTODIAL PAYROLL WAGES	PAY DATE: 11/22/24	
			\$1,298.46			
TOTAL HEALTH INS(ER)			\$45,420.59			
11/04/2024	10/31/2024	6047	\$137.92 HEALTH INSURANCE DEDUCTIBLE		HEALTH INSURANCE DEDUCTIBLE CH	
11/04/2024	10/31/2024	6047	\$2,035.00 HEALTH INSURANCE DEDUCTIBLE		HEALTH INSURANCE DEDUCTIBLE CH	
TOTAL HEALTH INSURANCE DEDUCTIBLE			\$2,172.92			
11/18/2024	11/18/2024	6051	\$4,449.57 RETIREE-HLTH INS	GROUP HEALTH COOPERATIVE OF EAU CLAIRE	HEALTH INSURANCE PREMIUMS	
TOTAL RETIREE-HLTH INS			\$4,449.57			
11/04/2024	10/31/2024	6052	\$203.50 RETIREE DEDUCTIBLE		ALLOCATE RETIREE HEALTH DEDUCT	
TOTAL RETIREE DEDUCTIBLE			\$203.50			
11/07/2024	10/31/2024	6110	\$1,009.02 POSTAGE & SHIPPING	L&M MAIL SERVICE INC	POSTAGE	
11/07/2024	10/31/2024	6110	\$206.35 POSTAGE & SHIPPING	L&M MAIL SERVICE INC	POSTAGE	
11/08/2024	11/30/2024	6110	\$82.31 POSTAGE & SHIPPING		PO FEE ALLOCATION	

TOTAL POSTAGE & SHIPPING			\$1,297.68			
10/29/2024	10/29/2024	6112	\$146.66	COMPUTER SERVICE CHARGES	HEARTLAND BUSINESS SYSTEMS LLC	COMPUTER SERVICE CHARGES
10/31/2024	10/22/2024	6112	\$159.00	COMPUTER SERVICE CHARGES	APL*APPLE ONLINE STORE	AppleCare support for Mac, for
10/31/2024	10/22/2024	6112	\$262.00	COMPUTER SERVICE CHARGES	TECHSOUP	MS Office for Mac, for MP
11/12/2024	10/31/2024	6112	\$2,500.00	COMPUTER SERVICE CHARGES	LIBRARY SOLUTIONS LLC	COMPUTER SERVICE CHARGES
TOTAL COMPUTER SERVICE CHARGES			\$3,067.66			
11/07/2024	10/31/2024	6118	\$750.00	ADVERTISING/MARKETING	ROONEY DIGITAL LLC	PCS ADVERTISING
TOTAL ADVERTISING/MARKETING			\$750.00			
11/07/2024	10/31/2024	6130	\$590.00	REPAIRS TO BUILDINGS	BARTINGALE MECHANICAL INC	REPAIRS TO BUILDING
TOTAL REPAIRS TO BUILDINGS			\$590.00			
11/07/2024	10/31/2024	6150	\$392.00	SPECIAL SERVICES	HEATHER C LEISZ	MONTHLY PLANT RENTAL & CARE
11/12/2024	10/31/2024	6150	\$535.60	SPECIAL SERVICES	UNIQUE MANAGEMENT SERVICES INC	COLLECTION AGENCY FEES
TOTAL SPECIAL SERVICES			\$927.60			
11/11/2024	10/01/2024	6153	\$53.27	CONVENIENCE FEES	FAPS HOLDINGS INC	LIBRARY MONTHLY CC FEES
TOTAL CONVENIENCE FEES			\$53.27			
11/07/2024	11/05/2024	6156	\$200.00	PROFESSIONAL SERVICES	ANN E LOWRY	PROFESSIONAL SERVICES
11/07/2024	11/05/2024	6156	\$415.32	PROFESSIONAL SERVICES	ELEANOR OWEN BRINSKO	PROFESSIONAL SERVICES (RS)
11/20/2024	11/19/2024	6156	\$775.00	PROFESSIONAL SERVICES	MANAGED MISCHIEF LLC	PROFESSIONAL SERVICES
TOTAL PROFESSIONAL SERVICES			\$1,390.32			
10/29/2024	11/01/2024	6160	\$197.64	TRAINING/MEETINGS	LIBRARY PAYROLL WAGES	PAY DATE: 11/01/24
			\$197.64			
11/27/2024	11/29/2024	6160	\$400.22	TRAINING/MEETINGS	LIBRARY PAYROLL WAGES	PAY DATE: 11/29/24
			\$400.22			
TOTAL TRAINING/MEETINGS			\$597.86			
11/07/2024	11/05/2024	6162	\$1,163.00	MEMBERSHIP DUES	AMERICAN LIBRARY ASSOCIATION	MEMBERSHIP DUES
TOTAL MEMBERSHIP DUES			\$1,163.00			
11/22/2024	10/31/2024	6198	\$54.04	MISC CONTRACTUAL SERVICES	EMPLOYEE BENEFITS CORPORATION	ADMIN CHARGES FOR THE 125 PLAN
11/26/2024	08/31/2024	6198	\$249.00	MISC CONTRACTUAL SERVICES	MID-AMERICA BUSINESS SYSTEMS &	MISC CONTRACTUAL SCANPRO LICEN
11/07/2024	09/30/2024	6198	\$1,020.00	MISC CONTRACTUAL SERVICES	VIKING AUTOMATIC SPRINKLER	FIRE SPRINK SYS ANNUAL INSPECT
11/07/2024	09/30/2024	6198	\$1,350.00	MISC CONTRACTUAL SERVICES	VIKING AUTOMATIC SPRINKLER	FIRE SPRINK SYS ANNUAL INSPECT
11/20/2024	11/19/2024	6198	\$1,342.00	MISC CONTRACTUAL SERVICES	NORCOSTCO INC	MISC CONTRACTUAL (CUSTODIAL)
TOTAL MISC CONTRACTUAL SERVICES			\$4,015.04			

11/15/2024	10/31/2024	6202	\$4,894.53	ELECTRICITY		400 EAU CLAIRE ST
TOTAL ELECTRICITY			\$4,894.53			
11/15/2024	10/31/2024	6208	\$114.58	GAS SERVICE		400 EAU CLAIRE ST
TOTAL GAS SERVICE			\$114.58			
11/07/2024	10/31/2024	6210	\$384.86	TELEPHONES	WISCONSIN BELL TELEPHONE COMPANY INC	TELEPHONE
11/07/2024	10/31/2024	6210	\$422.64	TELEPHONES		OCT CENTREX VOIP PHONE CHRG
TOTAL TELEPHONES			\$807.50			
11/04/2024	10/31/2024	6215	\$483.33	CITY GARBAGE SERVICE		GARBAGE COLLECTION CHARGES
TOTAL CITY GARBAGE SERVICE			\$483.33			
11/04/2024	10/31/2024	6350	\$2,583.33	INSURANCE		INSURANCE CHARGES
TOTAL INSURANCE			\$2,583.33			
11/21/2024	11/21/2024	6402	\$485.75	OFFICE SUPPLIES	EO JOHNSON BUSINESS TECHNOLOGIES	OH SUPPLIES - RISO TONER
TOTAL OFFICE SUPPLIES			\$485.75			
10/31/2024	10/22/2024	6406	\$55.84	LIBR PROG SUPP-GEN PURPOSE GIF	WM SUPERCENTER#1669	YS OUTREACH SUPPLIES (TSHIRTS)
10/31/2024	10/22/2024	6406	\$14.49	LIBR PROG SUPP-GEN PURPOSE GIF	AMZ*CAFEPRESS INC.	DB PROGRAM SUPPLIES (ANY PURPO
10/31/2024	10/22/2024	6406	\$82.14	LIBR PROG SUPP-GEN PURPOSE GIF	AMZ*CAFEPRESS INC.	DB PROGRAM SUPPLIES (ANY PURPO
10/31/2024	10/22/2024	6406	\$32.37	LIBR PROG SUPP-GEN PURPOSE GIF	AMZ*CAFEPRESS INC.	YS OUTREACH SUPPLIES (ANY PURP
10/31/2024	10/22/2024	6406	\$24.75	LIBR PROG SUPP-GEN PURPOSE GIF	AMZ*CAFEPRESS INC.	DB EQUIPMENT (CRICUT MAKER BLA
10/31/2024	10/22/2024	6406	\$43.48	LIBR PROG SUPP-GEN PURPOSE GIF	SKOGENS FOODLINER INC	DB DABBLE ON THE PATIO (MOCKTA
10/31/2024	10/22/2024	6406	\$18.96	LIBR PROG SUPP-GEN PURPOSE GIF	SKOGENS FOODLINER INC	DB SUPPLIES (DABBLE ON THE PAT
10/31/2024	10/22/2024	6406	\$63.56	LIBR PROG SUPP-GEN PURPOSE GIF	AMAZON.COM*HS88E3O21	DB PROGRAM SUPPLIES (BLANK PLA
11/20/2024	11/19/2024	6406	\$500.00	LIBRARY SUPPLIES-CIRCLE FRIEND	CATHOLIC CHARITIES OF THE DIOCESE OF LA	PROFESSIONAL SERVICES (PCS)
10/31/2024	10/22/2024	6406	\$14.88	LIBRARY PROGRAM SUPPLIES	AMZ*CAFEPRESS INC.	YS PROGRAM SUPPLIES (COLOR DUC
10/31/2024	10/22/2024	6406	\$6.99	LIBRARY PROGRAM SUPPLIES	AMZ*CAFEPRESS INC.	YS PROGRAM SUPPLIES (POM POMS)
10/31/2024	10/22/2024	6406	\$89.20	LIBRARY PROGRAM SUPPLIES	AMZ*CAFEPRESS INC.	YS PROGRAM SUPPLIES
10/31/2024	10/22/2024	6406	\$21.98	LIBRARY PROGRAM SUPPLIES	OTC BRANDS, INC.	YS PROGRAM SUPPLIES (STEM KALE
10/31/2024	10/22/2024	6406	\$120.35	LIBRARY PROGRAM SUPPLIES	AMZ*CAFEPRESS INC.	PROGRAM SUPPLIES (5 COPIES A C
10/31/2024	10/22/2024	6406	\$61.71	LIBRARY PROGRAM SUPPLIES	PIZZA HUT 014584	PCS PROGRAM SUPPLIES
10/31/2024	10/22/2024	6406	\$39.97	LIBRARY PROGRAM SUPPLIES	AMZ*CAFEPRESS INC.	DB PROGRAM SUPPLIES (DABBLE ON
10/31/2024	10/22/2024	6406	\$3.99	LIBRARY PROGRAM SUPPLIES	HY-VEE INC	DB PROGRAM SUPPLIES (PARCHMENT
10/31/2024	10/22/2024	6406	\$73.15	LIBRARY PROGRAM SUPPLIES	SP * FOUND FOOTAGE FES	RS PROGRAM SUPPLIES (BUTTONS)
10/31/2024	10/22/2024	6406	\$42.17	LIBRARY PROGRAM SUPPLIES	STARCITYGAMES WEB	MAGIC THE GATHERING BASIC LAND
TOTAL LIBR PROG SUPP-GEN PURPOSE GIF			\$1,309.98			
11/20/2024	10/31/2024	6409	\$3,624.24	DIGITAL/DOWNLOADABLE	MIDWEST TAPE LLC	LIBRARY MATERIALS
			\$3,624.24			

11/06/2024	10/31/2024	6409	\$27.85 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/06/2024	10/31/2024	6409	\$74.75 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/06/2024	10/31/2024	6409	\$278.53 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/07/2024	10/31/2024	6409	\$349.17 LIBRARY MATERIALS-BKS JUVENILE	BTAC ACQUISITION CORP	JUV
11/07/2024	10/31/2024	6409	\$901.08 LIBRARY MATERIALS-BKS JUVENILE	BTAC ACQUISITION CORP	LIBRARY MATERIALS
11/07/2024	10/31/2024	6409	\$46.18 LIBRARY MATERIALS-BKS JUVENILE	BTAC ACQUISITION CORP	JUV/ L/D JUV
11/07/2024	10/31/2024	6409	\$82.14 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT/ JUB/ L/D ADULT
11/07/2024	10/31/2024	6409	\$131.15 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT/ NONPRINT/JUV
11/07/2024	10/31/2024	6409	\$159.11 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT/ JUV
11/07/2024	10/31/2024	6409	\$182.91 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT/ JUV
11/07/2024	10/31/2024	6409	\$79.94 LIBRARY MATERIALS-BKS JUVENILE	PLAYAWAY PRODUCTS LLC	LIB MATLS - JUV PRINT
11/12/2024	10/31/2024	6409	\$353.32 LIBRARY MATERIALS-BKS JUVENILE	BTAC ACQUISITION CORP	JUV
11/12/2024	10/31/2024	6409	\$152.24 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT/ JUV
11/12/2024	10/31/2024	6409	\$341.16 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
11/12/2024	10/31/2024	6409	\$594.30 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
11/12/2024	11/12/2024	6409	\$58.22 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/12/2024	11/12/2024	6409	\$151.04 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/12/2024	11/12/2024	6409	\$213.65 LIBRARY MATERIALS-BKS JUVENILE	BTAC ACQUISITION CORP	JUV
11/12/2024	11/12/2024	6409	\$7.88 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV PRINT
11/12/2024	11/12/2024	6409	\$29.95 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV PRINT
11/12/2024	11/12/2024	6409	\$46.26 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV PRINT
11/12/2024	11/12/2024	6409	\$72.58 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT/ JUV
11/13/2024	10/31/2024	6409	\$80.47 LIBRARY MATERIALS-BKS JUVENILE	LERNER UNIVERSAL CORPORATION	LIB MATLS - JUV PRINT
11/13/2024	11/13/2024	6409	\$50.47 LIBRARY MATERIALS-BKS JUVENILE	CAVENDISH SQUARE PUBLISHING, LLC	LIB MATLS - JUV PRINT
11/20/2024	11/19/2024	6409	\$46.61 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/20/2024	11/19/2024	6409	\$84.78 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/20/2024	11/19/2024	6409	\$585.04 LIBRARY MATERIALS-BKS JUVENILE	BTAC ACQUISITION CORP	LIBRARY MATERIALS
11/20/2024	11/19/2024	6409	\$305.12 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
11/20/2024	11/19/2024	6409	\$304.56 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
11/25/2024	11/25/2024	6409	\$103.44 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/25/2024	11/25/2024	6409	\$351.57 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/25/2024	11/25/2024	6409	\$22.80 LIBRARY MATERIALS-BKS JUVENILE	BTAC ACQUISITION CORP	JUV/ L/D AD PRINT/ L/D JUV
11/25/2024	11/25/2024	6409	\$33.01 LIBRARY MATERIALS-BKS JUVENILE	BTAC ACQUISITION CORP	GIFTS IHO-LEPMPL/ JUV/ AD PRIN
11/25/2024	11/25/2024	6409	(\$0.20) LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/25/2024	11/25/2024	6409	\$14.99 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/25/2024	11/25/2024	6409	\$19.74 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/25/2024	11/25/2024	6409	\$20.36 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/25/2024	11/25/2024	6409	\$90.93 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
11/25/2024	11/25/2024	6409	\$10.75 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT / JUV PRINT
11/25/2024	11/25/2024	6409	\$167.83 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT / JUV
11/26/2024	11/26/2024	6409	\$115.28 LIBRARY MATERIALS-BKS JUVENILE	ABDO PUBLISHING COMPANY INC	LIB MATLS - JUV PRINT
			\$6,740.96		
10/29/2024	10/29/2024	6409	\$32.99 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
10/29/2024	10/29/2024	6409	\$39.93 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
10/29/2024	10/29/2024	6409	\$49.99 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
10/29/2024	10/29/2024	6409	\$20.82 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT

10/29/2024	10/29/2024	6409	\$26.68 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
10/30/2024	10/29/2024	6409	\$290.12 LIBRARY MATERIALS-BOOKS-ADULT	BTAC ACQUISITION CORP	AD PRINT
10/30/2024	10/29/2024	6409	\$356.61 LIBRARY MATERIALS-BOOKS-ADULT	BTAC ACQUISITION CORP	AD PRINT
10/30/2024	10/29/2024	6409	\$439.39 LIBRARY MATERIALS-BOOKS-ADULT	BTAC ACQUISITION CORP	AD PRINT/ GIFTS IHO-LEPMPL
10/30/2024	10/29/2024	6409	\$28.23 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	JUV/ AD PRINT
10/30/2024	10/29/2024	6409	\$157.50 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	JUV/ L/D JUV/ AD PRINT/ L/D AD
10/30/2024	10/29/2024	6409	\$64.80 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	JUV/ AD PRINT
10/30/2024	10/29/2024	6409	\$325.90 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT/ JUV/
10/30/2024	10/29/2024	6409	\$57.44 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
10/30/2024	10/29/2024	6409	\$79.82 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
10/31/2024	10/22/2024	6409	\$74.00 LIBRARY MATERIALS-BOOKS-ADULT	HORIZON PUBLISHING COMPANY LLC	ADULT PRINT (DRIP INVESTOR)
10/31/2024	10/22/2024	6409	\$33.63 LIBRARY MATERIALS-BOOKS-ADULT	SP * FOUND FOOTAGE FES	ADULT PRINT (NOOKOMIS OBAGIJIG
11/06/2024	10/31/2024	6409	\$29.95 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/06/2024	10/31/2024	6409	\$133.50 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/06/2024	10/31/2024	6409	\$226.83 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/06/2024	10/31/2024	6409	\$245.15 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/07/2024	10/31/2024	6409	\$513.29 LIBRARY MATERIALS-BOOKS-ADULT	BTAC ACQUISITION CORP	LIBRARY MATERIALS
11/07/2024	10/31/2024	6409	\$497.34 LIBRARY MATERIALS-BOOKS-ADULT	BTAC ACQUISITION CORP	LIBRARY MATERIALS
11/07/2024	10/31/2024	6409	\$441.83 LIBRARY MATERIALS-BOOKS-ADULT	BTAC ACQUISITION CORP	LIBRARY MATERIALS
11/07/2024	10/31/2024	6409	\$83.17 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	ADULT/ GIFTS IHO-LEPMPL
11/07/2024	10/31/2024	6409	\$85.34 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT/ JUB/ L/D ADULT
11/07/2024	10/31/2024	6409	\$34.55 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT/ NONPRINT/JUV
11/07/2024	10/31/2024	6409	\$49.43 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT/ JUV
11/07/2024	10/31/2024	6409	\$164.95 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT/ JUV
11/12/2024	10/31/2024	6409	\$157.53 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT/ JUV
11/12/2024	10/31/2024	6409	\$248.24 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
11/12/2024	10/31/2024	6409	\$126.74 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
11/12/2024	11/12/2024	6409	\$60.55 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/12/2024	11/12/2024	6409	\$182.80 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/12/2024	11/12/2024	6409	\$18.05 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/12/2024	11/12/2024	6409	\$18.85 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/12/2024	11/12/2024	6409	\$24.00 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/12/2024	11/12/2024	6409	\$18.39 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
11/12/2024	11/12/2024	6409	\$30.74 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
11/12/2024	11/12/2024	6409	\$58.38 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
11/12/2024	11/12/2024	6409	\$173.19 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
11/12/2024	11/12/2024	6409	\$210.83 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT/ JUV
11/13/2024	10/31/2024	6409	\$36.95 LIBRARY MATERIALS-BOOKS-ADULT	JOHN DETTLOFF	LIB MATLS - ADULT PRINT
11/20/2024	11/19/2024	6409	(\$142.25) LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/20/2024	11/19/2024	6409	\$64.66 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/20/2024	11/19/2024	6409	\$142.25 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/20/2024	11/19/2024	6409	\$160.92 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/20/2024	11/19/2024	6409	\$271.75 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/20/2024	11/19/2024	6409	\$350.50 LIBRARY MATERIALS-BOOKS-ADULT	BTAC ACQUISITION CORP	AD PRINT/ NONPRINT
11/20/2024	11/19/2024	6409	\$545.08 LIBRARY MATERIALS-BOOKS-ADULT	BTAC ACQUISITION CORP	LIBRARY MATERIALS
11/20/2024	11/19/2024	6409	\$778.11 LIBRARY MATERIALS-BOOKS-ADULT	BTAC ACQUISITION CORP	LIBRARY MATERIALS
11/20/2024	11/19/2024	6409	\$163.84 LIBRARY MATERIALS-BOOKS-ADULT	BTAC ACQUISITION CORP	AD PRINT/ NONPRINT

11/20/2024	11/19/2024	6409	\$30.39 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
11/20/2024	11/19/2024	6409	\$32.79 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
11/20/2024	11/19/2024	6409	\$32.79 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
11/20/2024	11/19/2024	6409	\$116.96 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
11/20/2024	11/19/2024	6409	\$171.14 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
11/20/2024	11/19/2024	6409	\$24.69 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
11/20/2024	11/19/2024	6409	\$255.13 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
11/20/2024	11/19/2024	6409	\$264.19 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
11/20/2024	10/31/2024	6409	\$67.61 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/21/2024	11/21/2024	6409	\$40.00 LIBRARY MATERIALS-BOOKS-ADULT	EAU CLAIRE COUNTY 4-H LEADERS	LIB MATLS - ADULT PRINT
11/25/2024	11/25/2024	6409	\$319.59 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/25/2024	11/25/2024	6409	\$407.50 LIBRARY MATERIALS-BOOKS-ADULT	BTAC ACQUISITION CORP	AD PRINT/ NONPRINT
11/25/2024	11/25/2024	6409	\$235.74 LIBRARY MATERIALS-BOOKS-ADULT	BTAC ACQUISITION CORP	GIFTS IHO-LEPML/ JUV/ AD PRIN
11/25/2024	11/25/2024	6409	\$32.79 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT/ L/D AD PRINT
11/25/2024	11/25/2024	6409	\$26.35 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/25/2024	11/25/2024	6409	\$46.72 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/25/2024	11/25/2024	6409	\$168.32 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT / JUV PRINT
11/25/2024	11/25/2024	6409	\$24.25 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT / JUV
11/26/2024	11/26/2024	6409	\$42.94 LIBRARY MATERIALS-BOOKS-ADULT	BLACKSTONE AUDIO INC	AD PRINT
			\$10,623.17		
11/06/2024	10/31/2024	6409	\$413.33 LIBRARY MATERIALS-KITS, TOOLS	AMAZON COM SALES INC	KITS
11/12/2024	10/31/2024	6409	\$49.90 LIBRARY MATERIALS-KITS, TOOLS	AMAZON COM SALES INC	KITS
11/12/2024	10/31/2024	6409	\$114.89 LIBRARY MATERIALS-KITS, TOOLS	AMAZON COM SALES INC	KITS
11/12/2024	11/12/2024	6409	\$177.53 LIBRARY MATERIALS-KITS, TOOLS	AMAZON COM SALES INC	KITS
11/12/2024	11/12/2024	6409	\$27.95 LIBRARY MATERIALS-KITS, TOOLS	AMAZON COM SALES INC	KITS
11/20/2024	11/19/2024	6409	\$96.89 LIBRARY MATERIALS-KITS, TOOLS	AMAZON COM SALES INC	KITS
11/21/2024	10/31/2024	6409	\$280.00 LIBRARY MATERIALS-KITS, TOOLS	TONIES US INC	LIB MATLS - KITS
11/25/2024	11/25/2024	6409	\$85.94 LIBRARY MATERIALS-KITS, TOOLS	AMAZON COM SALES INC	KITS
11/26/2024	11/26/2024	6409	\$280.00 LIBRARY MATERIALS-KITS, TOOLS	TONIES US INC	KITS
			\$1,526.43		
10/30/2024	10/29/2024	6409	\$14.99 LIBRARY MATERIALS-MORE DVD'S	MIDWEST TAPE LLC	NONPRINT/HIGH DEMAND HOLDS
			\$14.99		
10/29/2024	10/29/2024	6409	\$48.99 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
10/29/2024	10/29/2024	6409	\$49.96 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
10/30/2024	10/29/2024	6409	\$321.17 LIBRARY MATERIALS-NON-PRINT	MIDWEST TAPE LLC	NONPRINT/HIGH DEMAND HOLDS
10/30/2024	10/29/2024	6409	\$154.81 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
10/30/2024	10/29/2024	6409	\$249.65 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
10/30/2024	10/29/2024	6409	\$491.08 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
10/31/2024	10/22/2024	6409	\$119.98 LIBRARY MATERIALS-NON-PRINT	BEST BUY 00000406	THE LEGEND OF ZELDA (2 NINTENT
10/31/2024	10/22/2024	6409	\$119.98 LIBRARY MATERIALS-NON-PRINT	BEST BUY 00000406	SUPER MARIO PARTY (2 NINTENDO
10/31/2024	10/22/2024	6409	\$119.98 LIBRARY MATERIALS-NON-PRINT	BEST BUY 00000406	DISNEY EPIC MICKEY (2 NINTENDO
10/31/2024	10/22/2024	6409	\$35.98 LIBRARY MATERIALS-NON-PRINT	SP * FOUND FOOTAGE FES	SIGHT DVD (NONPRINT)
10/31/2024	10/22/2024	6409	\$35.98 LIBRARY MATERIALS-NON-PRINT	THE CHOSEN WEB	CABRINI DVD (NONPRINT)

11/06/2024	10/31/2024	6409	(\$0.05) LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
11/07/2024	10/31/2024	6409	\$41.25 LIBRARY MATERIALS-NON-PRINT	BTAC ACQUISITION CORP	LIBRARY MATERIALS
11/07/2024	10/31/2024	6409	\$22.35 LIBRARY MATERIALS-NON-PRINT	INGRAM LIBRARY SERVICES	AD PRINT/ NONPRINT/JUV
11/07/2024	10/31/2024	6409	\$24.99 LIBRARY MATERIALS-NON-PRINT	PLAYAWAY PRODUCTS LLC	LIB MATLS - NONPRINT
11/07/2024	10/31/2024	6409	\$288.96 LIBRARY MATERIALS-NON-PRINT	PLAYAWAY PRODUCTS LLC	LIB MATLS - NONPRINT
11/12/2024	11/12/2024	6409	\$77.86 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
11/12/2024	11/12/2024	6409	\$92.21 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
11/12/2024	11/12/2024	6409	\$171.93 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
11/12/2024	11/12/2024	6409	\$412.12 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
11/12/2024	11/12/2024	6409	\$21.82 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
11/12/2024	10/31/2024	6409	\$1,049.48 LIBRARY MATERIALS-NON-PRINT	MIDWEST TAPE LLC	LIBRARY MATERIALS
11/20/2024	11/19/2024	6409	\$87.22 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
11/20/2024	11/19/2024	6409	\$16.49 LIBRARY MATERIALS-NON-PRINT	BTAC ACQUISITION CORP	AD PRINT/ NONPRINT
11/20/2024	11/19/2024	6409	\$19.24 LIBRARY MATERIALS-NON-PRINT	BTAC ACQUISITION CORP	LIBRARY MATERIALS
11/20/2024	11/19/2024	6409	\$21.99 LIBRARY MATERIALS-NON-PRINT	BTAC ACQUISITION CORP	AD PRINT/ NONPRINT
11/20/2024	11/19/2024	6409	\$702.36 LIBRARY MATERIALS-NON-PRINT	MIDWEST TAPE LLC	LIBRARY MATERIALS
11/20/2024	10/31/2024	6409	\$160.06 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
11/25/2024	11/25/2024	6409	\$149.60 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
11/25/2024	11/25/2024	6409	\$24.75 LIBRARY MATERIALS-NON-PRINT	BTAC ACQUISITION CORP	AD PRINT/ NONPRINT
11/25/2024	11/25/2024	6409	\$37.38 LIBRARY MATERIALS-NON-PRINT	BTAC ACQUISITION CORP	GIFTS IHO-LEPMPL/ JUV/ AD PRIN
11/25/2024	11/25/2024	6409	\$321.56 LIBRARY MATERIALS-NON-PRINT	MIDWEST TAPE LLC	NONPRINT
11/25/2024	11/25/2024	6409	\$724.14 LIBRARY MATERIALS-NON-PRINT	MIDWEST TAPE LLC	LIBRARY MATERIALS
11/25/2024	11/25/2024	6409	\$50.99 LIBRARY MATERIALS-NON-PRINT	PLAYAWAY PRODUCTS LLC	LIB MATLS - NONPRINT
			\$6,266.26		
10/31/2024	10/22/2024	6409	\$39.95 LIBRARY MATERIALS-PERIODICALS	HOLIDAY INN ARLINGTON	TRAINS MAGAZINE SUBSCRIPTION
			\$39.95		
10/29/2024	10/29/2024	6409	\$31.91 MATERIALS-LEPMPL/BOOKMARKS	AMAZON COM SALES INC	GIFTS IHO-LEPMPL
10/30/2024	10/29/2024	6409	\$59.39 MATERIALS-LEPMPL/BOOKMARKS	BTAC ACQUISITION CORP	AD PRINT/ GIFTS IHO-LEPMPL
10/30/2024	10/29/2024	6409	\$30.39 MATERIALS-LEPMPL/BOOKMARKS	CENGAGE LEARNING INC	GIFTS KHO-LEPMPL
11/06/2024	10/31/2024	6409	\$13.50 MATERIALS-LEPMPL/BOOKMARKS	AMAZON COM SALES INC	GIFTS IHO-LEPMPL
11/07/2024	10/31/2024	6409	\$39.06 MATERIALS-LEPMPL/BOOKMARKS	BTAC ACQUISITION CORP	LIBRARY MATERIALS
11/07/2024	10/31/2024	6409	\$27.19 MATERIALS-LEPMPL/BOOKMARKS	CENGAGE LEARNING INC	ADULT/ GIFTS IHO-LEPMPL
11/12/2024	10/31/2024	6409	\$15.18 MATERIALS-LEPMPL/BOOKMARKS	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
11/20/2024	11/19/2024	6409	\$15.80 MATERIALS-LEPMPL/BOOKMARKS	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
11/20/2024	11/19/2024	6409	\$21.53 MATERIALS-LEPMPL/BOOKMARKS	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
11/25/2024	11/25/2024	6409	\$29.86 MATERIALS-LEPMPL/BOOKMARKS	BTAC ACQUISITION CORP	GIFTS IHO-LEPMPL/ JUV/ AD PRIN
			\$283.81		
TOTAL LIBRARY MATERIALS-PERIODICALS			\$29,119.81		
10/30/2024	10/29/2024	6415	\$97.65 LOST/DAMAGED-BOOKS JUVENILLE	BTAC ACQUISITION CORP	JUV/ L/D JUV
10/30/2024	10/29/2024	6415	\$77.39 LOST/DAMAGED-BOOKS JUVENILLE	INGRAM LIBRARY SERVICES	JUV/ L/D JUV/ AD PRINT/ L/D AD
10/30/2024	10/29/2024	6415	\$113.08 LOST/DAMAGED-BOOKS JUVENILLE	AMAZON COM SALES INC	L/D JUV
11/06/2024	10/31/2024	6415	\$8.89 LOST/DAMAGED-BOOKS JUVENILLE	AMAZON COM SALES INC	L/D JUV

11/07/2024	10/31/2024	6415	\$10.39 LOST/DAMAGED-BOOKS JUVENILLE	BTAC ACQUISITION CORP	JUV/ L/D JUV
11/25/2024	11/25/2024	6415	\$289.42 LOST/DAMAGED-BOOKS JUVENILLE	AMAZON COM SALES INC	L/D JUV
11/25/2024	11/25/2024	6415	\$21.20 LOST/DAMAGED-BOOKS JUVENILLE	BTAC ACQUISITION CORP	JUV/ L/D AD PRINT/ L/D JUV
11/25/2024	11/25/2024	6415	\$197.43 LOST/DAMAGED-BOOKS JUVENILLE	INGRAM LIBRARY SERVICES	AD PRINT / JUV
			\$815.45		
10/30/2024	10/29/2024	6415	\$84.16 LOST/DAMAGED-BOOKS-ADULT	INGRAM LIBRARY SERVICES	JUV/ L/D JUV/ AD PRINT/ L/D AD
10/30/2024	10/29/2024	6415	\$279.74 LOST/DAMAGED-BOOKS-ADULT	AMAZON COM SALES INC	L/D AD PRINT
11/06/2024	10/31/2024	6415	\$27.48 LOST/DAMAGED-BOOKS-ADULT	AMAZON COM SALES INC	L/D AD PRINT
11/07/2024	10/31/2024	6415	\$73.45 LOST/DAMAGED-BOOKS-ADULT	BTAC ACQUISITION CORP	LIBRARY MATERIALS
11/07/2024	10/31/2024	6415	\$19.80 LOST/DAMAGED-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT/ JUB/ L/D ADULT
11/12/2024	10/31/2024	6415	\$16.87 LOST/DAMAGED-BOOKS-ADULT	AMAZON COM SALES INC	L/D AD PRINT
11/12/2024	11/12/2024	6415	(\$13.49) LOST/DAMAGED-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
11/25/2024	11/25/2024	6415	\$134.20 LOST/DAMAGED-BOOKS-ADULT	AMAZON COM SALES INC	L/D AD PRINT
11/25/2024	11/25/2024	6415	\$39.20 LOST/DAMAGED-BOOKS-ADULT	BTAC ACQUISITION CORP	JUV/ L/D AD PRINT/ L/D JUV
11/25/2024	11/25/2024	6415	\$117.08 LOST/DAMAGED-BOOKS-ADULT	BTAC ACQUISITION CORP	GIFTS IHO-LEPMPL/ JUV/ AD PRIN
11/25/2024	11/25/2024	6415	\$51.33 LOST/DAMAGED-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT/ L/D AD PRINT
11/25/2024	11/25/2024	6415	\$66.95 LOST/DAMAGED-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT L/D
11/25/2024	11/25/2024	6415	\$92.82 LOST/DAMAGED-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT / JUV PRINT
			\$989.59		
11/25/2024	11/25/2024	6415	\$30.78 LOST/DAMAGED-NON-PRNT MATERIAL	AMAZON COM SALES INC	L/D NONPRINT
			\$30.78		
TOTAL LOST/DAMAGED-BOOKS JUVENILLE			\$1,835.82		
11/06/2024	10/31/2024	6450	\$136.94 GASOLINE		OCT FUEL CHARGES
TOTAL GASOLINE			\$136.94		
11/05/2024	10/22/2024	6460	\$264.24 REPAIR PARTS & SUPPLIES	DALCO ENTERPRISES	CLAMPING AGITATOR FOR THE LIBR
TOTAL REPAIR PARTS & SUPPLIES			\$264.24		
10/31/2024	10/22/2024	6464	\$43.33 BLDG MTRLS & JNTRL SUPPLIES	CINTAS CORPORATION NO 2	SEPTEMBER (RUGS & MOPS)
10/31/2024	10/22/2024	6464	\$35.72 BLDG MTRLS & JNTRL SUPPLIES	CINTAS CORPORATION NO 2	OCTOBER (RUGS & MOPS)
11/05/2024	10/22/2024	6464	\$29.94 BLDG MTRLS & JNTRL SUPPLIES	MENARD INC	CARPET TAPE FOR THE LIBRARY
11/11/2024	10/31/2024	6464	\$1,033.01 BLDG MTRLS & JNTRL SUPPLIES		OCT PARTS CHARGES
TOTAL BLDG MTRLS & JNTRL SUPPLIES			\$1,142.00		
10/31/2024	10/22/2024	6490	\$35.03 EQUIPMENT PURCHASES (< \$5,000)	AMZ*CAFEPRESS INC.	EQUIPMENT - MINI DESK FAN (4 C
10/31/2024	10/22/2024	6490	\$49.26 EQUIPMENT PURCHASES (< \$5,000)	WM SUPERCENTER#1669	TS EQUIPMENT (3 DRAWER CARTS (
10/31/2024	10/22/2024	6490	\$71.97 EQUIPMENT PURCHASES (< \$5,000)	AMZ*CAFEPRESS INC.	EQUIPMENT - WOOD DESK ORGANIZE
10/31/2024	10/22/2024	6490	\$52.55 EQUIPMENT PURCHASES (< \$5,000)	AMZ*CAFEPRESS INC.	SET OF 3 WHITE ACRYLIC CUBE DI
10/31/2024	10/22/2024	6490	\$189.99 EQUIPMENT PURCHASES (< \$5,000)	AMAZON.COM*MB14A11F2	EQUIPMENT (APPLE AIRPODS)
10/31/2024	10/22/2024	6490	\$78.22 EQUIPMENT PURCHASES (< \$5,000)	AMZ*CAFEPRESS INC.	Surge protectors for YS Desk
10/31/2024	10/22/2024	6490	\$15.18 EQUIPMENT PURCHASES (< \$5,000)	AMZ*CAFEPRESS INC.	USB adapters for PCS

10/31/2024	10/22/2024	6490	\$23.96 EQUIPMENT PURCHASES (< \$5,000)	AMZ*CAFEPRESS INC.	Floor cord cover for YS desk
10/31/2024	10/22/2024	6490	\$36.98 EQUIPMENT PURCHASES (< \$5,000)	AMAZON.COM*MB14A11F2	Case for Mac, for MP
10/31/2024	10/22/2024	6490	\$132.85 EQUIPMENT PURCHASES (< \$5,000)	CDW GOVT #ZLV8658	Dock adapter for Mac, for MP
10/31/2024	10/22/2024	6490	\$12.34 EQUIPMENT PURCHASES (< \$5,000)	AMZ*CAFEPRESS INC.	DB EQUIPMENT (CRICUT MAKER BLA
10/31/2024	10/22/2024	6490	\$179.00 EQUIPMENT PURCHASES (< \$5,000)	AMZ*CAFEPRESS INC.	DB EQUIPMENT (SPHERO BOLT CODI
10/31/2024	10/22/2024	6490	\$168.99 EQUIPMENT PURCHASES (< \$5,000)	AMZ*CAFEPRESS INC.	DB EQUIPMENT (SPHERO BOLT CODI
TOTAL EQUIPMENT PURCHASES (< \$5,000)			\$1,046.32		
TOTAL OPERATING EXPENDITURES			\$495,750.10		

LE PHILLIPS MEMORIAL PUBLIC LIBRARY
2024 YTD BUDGET REPORT - Operating
For the Period Ended November 30, 2024

OBJ #	ACCOUNT NAME	2024 BUDGETED REVENUE	ACTUAL YTD REVENUE	RE- CEIVABLE	REMAINING UNCOLLECTED	% COLLECTED
PUBLIC LIBRARY REVENUE						
4330	Library Fines & Miscellaneous Revenue	3,800.00	2,303.70	-	1,496.30	60.6%
4398	Other Penalties (Collection Agency)	3,775.00	2,803.00	-	972.00	74.3%
4451	Electronic Copy Revenue	7,050.00	7,996.79	-	(946.79)	113.4%
4452	Copier Revenue	1,830.00	1,694.45	-	135.55	92.6%
4562	Vending Commission	275.00	300.80	-	(25.80)	109.4%
4602	Service to Eau Claire County	974,792.00	1,103,485.00	-	(128,693.00)	113.2%
4608	IFLS	23,000.00	23,000.00	-	-	100.0%
4608	IFLS - High Demand Holds	5,000.00	3,177.96	-	1,822.04	63.6%
4636	Service Charges - Public Transit	1,410.00	-	-	1,410.00	0.0%
4798	Misc. Service Revenues (Act 150)	293,405.00	274,264.73	-	19,140.27	93.5%
4802	Interest Allocation	475.00	2,450.99	-	(1,975.99)	516.0%
4830	Sale of Materials		10.00		(10.00)	#DIV/0!
4834	Misc. Library Sales - Taxable	390.00	1,186.59	-	(796.59)	304.3%
4836	Misc. Grant Revenue	-	4,308.72	-	(4,308.72)	N/A
4850	Gift Revenue	85,483.44	48,892.01	-	36,591.43	57.2%
4852	Misc. Reimbursements-Lost Items	19,775.00	17,456.84	-	2,318.16	88.3%
4853	Energy Improvement Rebates				-	N/A
4854	Payment for Shared Expenses			-	-	#DIV/0!
4855	Reimbursement from Employee		28.93	-	(28.93)	N/A
4858	Refund of Prior Year				-	N/A
4898	Miscellaneous Revenue	3,500.00	11,760.99	-	(8,260.99)	336.0%
5102	General Property Tax-City tsf from GF	4,702,398.00	4,702,398.00	-	-	100.0%
5152	Sale of Capital Assets		845.00	-	(845.00)	#DIV/0!
		<u>\$ 6,126,358.44</u>	<u>\$ 6,208,364.50</u>	<u>\$ -</u>	<u>\$ (82,006.06)</u>	<u>101.3%</u>
5580	Fund Balance Used for Operating	260,510.00	-	-	260,510.00	0.0%
5586	Fund Balance Used - Donations Carryover	124,575.64	-		124,575.64	N/A
5590	Fund Balance Used for CIP	-	-	-	-	N/A
	TOTAL REVENUE	<u><u>\$ 6,511,444.08</u></u>	<u><u>\$ 6,208,364.50</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 303,079.58</u></u>	<u><u>95.3%</u></u>

OBJ #	ACCOUNT NAME	2024 APPROP.	ACTUAL YTD EXPENDED	ENCUM- BRANCES	AVAIL. BUDGET	% USED
	PUBLIC LIBRARY EXPENDITURE					
6010	Payroll Wages	\$ 2,912,544.00	\$ 2,581,979.07		\$ 330,564.93	88.7%
6030	Special Pays				-	#DIV/0!
6040	Employer Paid Benefits	223,534.00	189,269.73		34,264.27	84.7%
6042	WRS (ER)	178,041.00	157,004.34		21,036.66	88.2%
6043	Health insurance-Employer	503,783.00	460,872.25		42,910.75	91.5%
6047	Health insurance Deductible	24,420.00	20,350.00		4,070.00	83.3%
6051	Retiree Health Insurance	42,207.00	61,951.38	48.62	(19,793.00)	146.9%
6052	Retiree Health Care Deductible	2,442.00	2,035.00		407.00	83.3%
6055	Vision Insurance		-		-	
6096	Auto Allowance	500.00	-		500.00	0.0%
6099	Misc. Reimbursements		-		-	N/A
6108	Unemployment Compensation		-		-	N/A
6110	Postage & Shipping	20,000.00	11,261.46	4,338.83	4,399.71	78.0%
6112	Computer Service Charges	142,000.00	100,130.04	3,662.59	38,207.37	73.1%
6116	Binding	-	-		-	N/A
6118	Advertising	21,803.00	17,553.89	-	4,249.11	80.5%
6120	Auditing	3,200.00	2,538.82		661.18	79.3%
6122	Cataloging				-	N/A
6126	Repairs & Maintenance to Auto	8,000.00	7,761.24		238.76	97.0%
6128	Repairs to Tools & Equip	500.00	68.57		431.43	N/A
6134	Lab/Medical Testing				-	N/A
6138	Equipment Rental				-	N/A
6142	Other Rental				-	N/A
6150	Special Services	9,900.00	3,989.20	2,260.80	3,650.00	63.1%
6153	Convenience Fees	1,500.00	1,453.62	-	46.38	96.9%
6156	Professional Services	21,999.00	17,085.74		4,913.26	77.7%
6160	Staff Training/Conference	20,000.00	19,897.04		102.96	99.5%
6162	Membership Dues	3,000.00	2,300.66	-	699.34	76.7%
6166	Recruitment Expenses	550.00	66.00		484.00	N/A
6198	Miscellaneous Contractual	142,200.00	139,352.31	3,793.68	(945.99)	100.7%
6210	Telephones	21,000.00	11,614.31	3,075.25	6,310.44	70.0%
6306	License & Permits				-	N/A
6308	Special Assessments	700.00	-		700.00	0.0%
6350	Liability & Property Insurance	31,000.00	25,833.30		5,166.70	83.3%
6398	Insurance Claims Reimbursement				-	N/A
6402	Office, AV, Library Supplies	49,650.00	44,264.23		5,385.77	89.2%
6405	Awards & Trophies	500.00	-		500.00	0.0%
6406	Library Program Supplies	14,651.00	9,145.69		5,505.31	62.4%
6409	Library Materials	393,774.00	346,074.04	(2,974.60)	50,674.56	87.1%

OBJ #	ACCOUNT NAME	2024 APPROP.	ACTUAL YTD EXPENDED	ENCUM- BRANCES	AVAIL. BUDGET	% USED
6415	Lost/Damaged Collection Materials	17,700.00	13,546.52	(244.09)	4,397.57	75.2%
6450	Gasoline	1,200.00	1,302.96		(102.96)	108.6%
6464	Bldg Materials/Janitorial Supplies				-	N/A
6490	Equipment Purchases < \$5000	65,899.00	52,919.97	-	12,979.03	80.3%
6495	Grant Expenditures		-		-	N/A
6496	Gift Expenditures	194,359.08	60,636.70	-	133,722.38	0.0%
6498	Other Materials & Supplies	1,000.00	-		1,000.00	0.0%
6802	Capital Purchases					0.0%
7020	Transfer to Debt Service	\$ 945,298.00	945,301.50	-	(3.50)	100.0%
7044	Transfer to Library Capital Projects				-	N/A
		<u>\$ 6,018,854.08</u>	<u>\$ 5,307,559.58</u>	<u>\$ 13,961.08</u>	<u>\$ 697,333.42</u>	<u>88.4%</u>

OBJ #	ACCOUNT NAME	2024 APPROP.	ACTUAL YTD EXPENDED	ENCUM- BRANCES	AVAIL. BUDGET	% USED
	LIB CUSTODIAL EXPENDITURE					
6010	Payroll Wages	\$ 175,093.00	\$ 109,696.34		\$ 65,396.66	62.7%
6020	Payroll Overtime	8,000.00	4,300.17		3,699.83	53.8%
6030	Special Pays	600.00	1.02		598.98	0.2%
6040	Employer Paid Benefits	10,068.00	8,179.43		1,888.57	75.5%
6042	WRS (ER)	15,761.00	7,598.01		8,162.99	171.9%
6043	Health Ins (ER)	41,015.00	27,096.58		13,918.42	3.4%
6047	Health Insurance Deductible	1,655.00	1,379.20		275.80	83.3%
6128	Repairs to Tools & Equipment	600.00	-		600.00	0.0%
6130	Repairs to Buildings	25,000.00	21,806.72		3,193.28	87.2%
6144	Laundry & Dry Cleaning				-	N/A
6150	Special Services	21,848.00	9,717.94	3,931.07	8,198.99	62.5%
6198	Miscellaneous Contractual	60,000.00	8,773.34	15,973.44	35,253.22	41.2%
6202	Electricity	89,250.00	59,271.63		29,978.37	66.4%
6208	Gas Service	12,000.00	1,383.49		10,616.51	11.5%
6215	Garbage Service	5,800.00	5,316.63		483.37	91.7%
6252	Water Service	2,500.00	1,539.30		960.70	61.6%
6254	Sewer Service	1,700.00	2,545.23		(845.23)	149.7%
6256	Storm water Charges	1,200.00	1,004.25		195.75	83.7%
6442	Safety Equipment	500.00			500.00	0.0%
6460	Repair Part & Supplies	3,000.00	2,071.71		928.29	0.0%
6464	Building Materials & Janitorial Supplies	12,000.00	13,095.23	213.50	(1,308.73)	110.9%
6490	Equipment Purchases	5,000.00	1,345.04	-	3,654.96	N/A
		<u>\$ 492,590.00</u>	<u>\$ 286,121.26</u>	<u>\$ 20,118.01</u>	<u>\$ 186,350.73</u>	<u>62.2%</u>
	TOTAL EXPENSES	<u><u>\$ 6,511,444.08</u></u>	<u><u>\$ 5,593,680.84</u></u>	<u><u>\$ 34,079.09</u></u>	<u><u>\$ 883,684.15</u></u>	<u><u>86.4%</u></u>

LE PHILLIPS MEMORIAL PUBLIC LIBRARY
LTD CAPITAL IMPROVEMENT BUDGET REPORT
For the Period Ended November 30, 2024

OBJ #	ACCOUNT NAME	2024 CURRENT APPROP.	ACTUAL SINCE INCEPTION EXPENDED	ENCUM- BRANCES	AVAILABLE BUDGET	% USED
490.5149	2019/2020/2022 LIBRARY IMPROVEMENTS					
4850	GIFTS & DONATIONS	\$ (8,500,000.00)	\$ (6,002,912.28)		(2,497,087.72)	
4853	ENERGY IMPROVEMENT REBATE		\$ (57,703.06)		57,703.06	
5114	TRANSFER FROM LIBRARY FUND BAL	-	(888,695.75)	-	888,695.75	
5590	FUND BALANCE USED FOR CIP	(12,058,012.00)	-	-	(12,058,012.00)	
	TOTAL REVENUE	<u>\$ (20,558,012.00)</u>	<u>\$ (6,949,311.09)</u>	<u>\$ -</u>	<u>\$ (13,608,700.91)</u>	
6198	MISC CONTRACTUAL SERVICES	-	37,805.98	-	(37,805.98)	
6156	PROFESSIONAL SERVICES	-	2,446,065.02		(2,446,065.02)	
6682	BOND ISSUANCE COSTS		32,497.65		(32,497.65)	
6810	CAPITAL COSTS	20,558,012.00	17,027,962.11		3,530,049.89	82.8%
6810.59037	SPACE REALLOCATION	-	138,060.62		(138,060.62)	
6810.59038	SELF-CHECK MACHINES	-	32,017.99	-	(32,017.99)	
	TOTAL EXPENSE	<u>\$ 20,558,012.00</u>	<u>\$ 19,714,409.37</u>	<u>\$ -</u>	<u>\$ 843,602.63</u>	95.9%
490.5244	2020 BOND ISSUE COSTS					
6682	BOND ISSUE COSTS	\$ 65,000.00	\$ 53,851.28		\$ 11,148.72	
	TOTAL EXPENSE	<u>65,000.00</u>	<u>53,851.28</u>		<u>11,148.72</u>	
490.5428	2022 BOND ISSUE COSTS					
5590	FUND BALANCE USED FOR CIP	(50,000.00)			(50,000.00)	
	TOTAL REVENUE	<u>(50,000.00)</u>	<u>-</u>		<u>(50,000.00)</u>	
6682	BOND ISSUE COSTS	50,000.00			50,000.00	
	TOTAL EXPENSE	<u>50,000.00</u>	<u>-</u>		<u>50,000.00</u>	
TOTAL REVENUE - FUND 490		<u>\$ (20,608,012.00)</u>	<u>\$ (6,949,311.09)</u>		<u>\$ (13,658,700.91)</u>	
TOTAL EXPENSE - FUND 490		<u>\$ 20,673,012.00</u>	<u>\$ 19,768,260.65</u>	<u>\$ -</u>	<u>\$ 904,751.35</u>	
TOTAL - FUND 490		<u>\$ 65,000.00</u>	<u>\$ 12,818,949.56</u>	<u>\$ -</u>	<u>\$ (12,753,949.56)</u>	

November 2024 by the Numbers



PEOPLE

VISITORS: 22,094 Total this Month; 244,863 YTD

CARDHOLDERS: 20,670 City Residents; 30,896 Total Card Holders

CIRCULATION: 53,019 Total this Month; 598,356 YTD

CHILDREN'S (BIRTH–11): 19,078 Total this Month; 205,985 YTD

HOME DELIVERY: 475 Total this Month; 6,546 YTD

BORROWED FROM MORE LIBRARIES:

6,552 Total this Month; 75,633 YTD

LOANED TO MORE LIBRARIES: 4,833 Total this Month;
56,899 YTD

INTERLIBRARY LOANS: 166 Incoming; 21 Outgoing



CHECKOUTS

ACCESS TO TECHNOLOGY: 8,455 Public Wireless Internet Users;
1,663 PCS sessions; 150,934 Website Engagements

USE OF ELECTRONIC MATERIAL: 7,872 E-Books;
9,859 E-Audiobooks; 169 E-Videos; 20,006 E-Databases



ONLINE

AGES 0–5: 40 Programs this Month; 1,704 Attendees this Month;
9,811 Attendees YTD

AGES 6–11: 19 Programs this Month; 857 Attendees this Month;
13,833 Attendees YTD

AGES 12–18: 6 Programs this Month; 76 Attendees this Month;
1,074 Attendees YTD

AGES 19+: 11 Programs this Month; 388 Attendees this Month;
3,817 Attendees YTD

ALL AGES: 14 Programs this Month; 548 Attendees this Month;
7,572 Attendees YTD



PROGRAMS

Land & Peoples Acknowledgement

We, the staff and board of trustees of the L.E. Phillips Memorial Public Library collectively acknowledge that the Library is located on the ancestral and modern-day lands of Indigenous peoples. The library stands upon the banks of the Chippewa River, resting on land that was sacred to and stewarded by the Ojibwe people, the Dakota people before them, and other Indigenous peoples from time immemorial.

Ceded by the Ojibwe in an 1837 treaty, this land holds great historical, spiritual, and personal significance for its stewards, the Native nations and peoples of this region. The Library acknowledges that, while the land was ceded and tribal reservations were established, the Ojibwe people retained—and continue to retain—"the privileges of hunting, fishing, and gathering the wild rice, upon the lands, the rivers and the lakes included in the territories ceded."

We also acknowledge how these rights were essentially ignored for most of the 19th and 20th centuries, and even denounced by the State of Wisconsin Supreme Court from 1908 until a U.S. Court of Appeals decision in 1983 (referred to as "The Voight Decision" or "LCO I") reaffirmed Ojibwe rights to hunt, fish, and gather on ceded land.

We recognize, continually support, and advocate for the sovereignty of the Native nations in this area, and we defend the rights owed to the Ojibwe people for ceded lands.

With great reverence, we vow to hold the Library and its many resources accountable to the Indigenous people of the communities we serve.

Role of the Library's Executive Committee

Guiding principles:

- Commitment
- Leadership
- Advocacy
- Support of the Directors, Managers, and Staff

New Board Member Orientation

One or more members of the E.C. will be involved with a new board member's orientation, along with the Director (or designee), to highlight the following topics which will include:

- Library statutes
- Board member responsibilities
- Bylaws
- Open meeting laws
- Ensure smooth and efficient library operations and services
- Duties of the Board (Article 3 of the Bylaws) which include: a.) Director evaluation; b.) Public relations and promotion of the Library; c.) Oversight of the yearly capital and operating budgets; and, d.) Awareness of the current trends and issues (related to library services), and to promote forward thinking.
- Other items germane to a Board member's role and responsibility.

The President of the Board, along with other available E.C. members, will meet with the Director prior to the monthly Board meeting to review the upcoming agenda and, to the degree necessary, gain worthwhile insight and knowledge of the agenda items to enhance understanding and guidance of the Board's deliberations.

Page 2

The E.C. should provide guidance for *ad hoc* committees and other special projects that appropriately require Board participation.

The E.C. will assist the Director, when requested, with: Personnel evaluations, budgeting, fundraising, and other essential projects.

The E.C. should encourage, and participate in, community engagement and outreach.

The E.C. should actively engage in growing the Library's endowment and advocate for other Board members to assist as well.

When warranted, the E.C. (along with other Board members) should address the City Council on vital, mission-driven matters as representatives of the Board to champion the best interests of the Library and its staff.

The E.C. should be involved in the recommendation of new Board members in concert with the City's current appointment process.

The E.C. will always be respectful of the Directors, Managers and Staff while acknowledging the expertise and experience they provide.

The E.C. acknowledges that decisions are ultimately the Board of Trustee's responsibility.

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L.E. PHILLIPS MEMORIAL PUBLIC LIBRARY WAGE PLAN - JANUARY 1, 2025 *DRAFT*

101.25%

PAY GRADE		New Title	SALARY RANGE							
			Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Maximum	
			1.035		1.035	1.03	1.03	1.025		
A	Page		\$ 12.10	\$ 12.53	\$ 12.96	\$ 13.37	\$ 13.76	\$ 14.09		\$ 16.94
			\$ 25,168.00	\$ 26,062.40	\$ 26,956.80	\$ 27,809.60	\$ 28,620.80	\$ 29,307.20		\$ 35,235.20
B	Desk Clerk		\$ 16.00	\$ 16.53	\$ 17.13	\$ 17.64	\$ 18.17	\$ 18.63		\$ 22.39
		Van Driver	\$ 33,280.00	\$ 34,382.40	\$ 35,630.40	\$ 36,691.20	\$ 37,793.60	\$ 38,750.40		\$ 46,571.20
C	NO CURRENT POSITIONS AT THIS LEVEL		\$ 18.64	\$ 19.31	\$ 19.96	\$ 20.56	\$ 21.19	\$ 21.74		\$ 26.10
			\$ 38,771.20	\$ 40,164.80	\$ 41,516.80	\$ 42,764.80	\$ 44,075.20	\$ 45,219.20		\$ 54,288.00
D	Library Assistant		\$ 19.59	\$ 20.28	\$ 20.98	\$ 21.62	\$ 22.25	\$ 22.81		\$ 27.42
			\$ 40,747.20	\$ 42,182.40	\$ 43,638.40	\$ 44,969.60	\$ 46,280.00	\$ 47,444.80		\$ 57,033.60
E	NO CURRENT POSITIONS AT THIS LEVEL		\$ 20.56	\$ 21.29	\$ 22.04	\$ 22.70	\$ 23.36	\$ 23.97	##	\$ 28.80
			\$ 42,764.80	\$ 44,283.20	\$ 45,843.20	\$ 47,216.00	\$ 48,588.80	\$ 49,857.60		\$ 59,904.00
F			\$ 25.00	\$ 25.87	\$ 26.77	\$ 27.57	\$ 28.40	\$ 29.10		\$ 35.00
			\$ 52,000.00	\$ 53,809.60	\$ 55,681.60	\$ 57,345.60	\$ 59,072.00	\$ 60,528.00		\$ 72,800.00
F	Administrative/Purchasing Coordinator									
F	Administrative/Human Resources Coordinator									
F	Programming & Communication Coordinator									
F	Youth Services Coordinator									
F	Reference Services Coordinator									
F	Circulation Services Coordinator									
F	Technical Services Associate									
F	Security Monitor									
G			\$ 27.55	\$ 28.50	\$ 29.51	\$ 30.40	\$ 31.31	\$ 32.10		\$ 38.57
			\$ 57,304.00	\$ 59,280.00	\$ 61,380.80	\$ 63,232.00	\$ 65,124.80	\$ 66,768.00		\$ 80,225.60
G	Adult Services Librarian									
G	Community Resources Specialist									
G	Digital and Marketing Services Specialist									
G	Early Literacy Outreach Librarian									
G	Programming & Communication Librarian									
G	Reference & Digital Resources Librarian									

G	Teen & Technology Librarian							
G	Circulation Supervisor							
H	NO CURRENT POSITIONS AT THIS LEVEL	\$ 33.50	\$ 34.68	\$ 35.90	\$ 36.97	\$ 38.09	\$ 39.04	## \$ 46.90
		\$ 69,680.00	\$ 72,134.40	\$ 74,672.00	\$ 76,897.60	\$ 79,227.20	\$ 81,203.20	\$ 97,552.00
I	NO CURRENT POSITIONS AT THIS LEVEL	\$ 35.17	\$ 36.40	\$ 37.69	\$ 38.81	\$ 39.98	\$ 40.97	\$ 49.26
		\$ 73,153.60	\$ 75,712.00	\$ 78,395.20	\$ 80,724.80	\$ 83,158.40	\$ 85,217.60	\$ 102,460.80
J		\$ 36.94	\$ 38.24	\$ 39.59	\$ 40.76	\$ 42.00	\$ 43.04	\$ 51.73
		\$ 76,835.20	\$ 79,539.20	\$ 82,347.20	\$ 84,780.80	\$ 87,360.00	\$ 89,523.20	\$ 107,598.40
J	Circulation Services Manager							
J	Programming & Communication Services Manager							
J	Reference Services Manager							
J	Technical Services Manager							
J	Technology Manager							
J	Youth Services Manager							
K	NO CURRENT POSITIONS AT THIS LEVEL	\$ 39.90	\$ 41.30	\$ 42.74	\$ 44.01	\$ 45.33	\$ 46.46	\$ 55.84
		\$ 82,992.00	\$ 85,904.00	\$ 88,899.20	\$ 91,540.80	\$ 94,286.40	\$ 96,636.80	\$ 116,147.20
L	Deputy Director	\$ 43.09	\$ 44.59	\$ 46.16	\$ 47.54	\$ 48.95	\$ 50.18	\$ 60.32
		\$ 89,627.20	\$ 92,747.20	\$ 96,012.80	\$ 98,883.20	\$ 101,816.00	\$ 104,374.40	\$ 125,465.60
M	Library Director	\$ 57.64	\$ 59.67	\$ 61.74	\$ 63.62	\$ 65.51	\$ 67.15	\$ 80.69
		\$ 119,891.20	\$ 124,113.60	\$ 128,419.20	\$ 132,329.60	\$ 136,260.80	\$ 139,672.00	\$ 167,835.20
In Range Calculations								
Once employees move beyond step 6, wage increases are calculated by taking current rate of pay X cost of living increase X % increase as follows:								
		Step 6 to Step 7 - 2.5%		Step 7 to Step 8 - 2.0%		Step 8 to Step 9 - 2.0%		
		Step 9 to Step 10 - 1.5%		Step 10 to Step 11 - 1.5%		Step 11 to Step 12 - 1.25%		
		Step 12 to Step 13 - 1.25%		Step 13 to Step 14 - 1.25%		Step 14 and up - 1.25% up to max		

L.E. PHILLIPS MEMORIAL PUBLIC LIBRARY WAGE PLAN - JULY 1, 2025 *DRAFT*

101.25%

PAY GRADE		SALARY RANGE							
New Title		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Maximum	
			1.035	1.035	1.03	1.03	1.025		
A	Page	\$ 12.25	\$ 12.69	\$ 13.12	\$ 13.54	\$ 13.93	\$ 14.27	\$ 17.15	
		\$ 25,480.00	\$ 26,395.20	\$ 27,289.60	\$ 28,163.20	\$ 28,974.40	\$ 29,681.60	\$ 35,672.00	
B	Desk Clerk	\$ 16.20	\$ 16.74	\$ 17.34	\$ 17.86	\$ 18.40	\$ 18.86	\$ 22.67	
	Van Driver	\$ 33,696.00	\$ 34,819.20	\$ 36,067.20	\$ 37,148.80	\$ 38,272.00	\$ 39,228.80	\$ 47,153.60	
C	NO CURRENT POSITIONS AT THIS LEVEL	\$ 18.87	\$ 19.55	\$ 20.21	\$ 20.82	\$ 21.45	\$ 22.01	\$ 26.43	
		\$ 39,249.60	\$ 40,664.00	\$ 42,036.80	\$ 43,305.60	\$ 44,616.00	\$ 45,780.80	\$ 54,974.40	
D	Library Assistant	\$ 19.83	\$ 20.53	\$ 21.24	\$ 21.89	\$ 22.53	\$ 23.10	\$ 27.76	
		\$ 41,246.40	\$ 42,702.40	\$ 44,179.20	\$ 45,531.20	\$ 46,862.40	\$ 48,048.00	\$ 57,740.80	
E	NO CURRENT POSITIONS AT THIS LEVEL	\$ 20.82	\$ 21.56	\$ 22.32	\$ 22.98	\$ 23.65	\$ 24.27	\$ 29.16	
		\$ 43,305.60	\$ 44,844.80	\$ 46,425.60	\$ 47,798.40	\$ 49,192.00	\$ 50,481.60	\$ 60,652.80	
F		\$ 25.31	\$ 26.19	\$ 27.10	\$ 27.91	\$ 28.76	\$ 29.46	\$ 35.44	
		\$ 52,644.80	\$ 54,475.20	\$ 56,368.00	\$ 58,052.80	\$ 59,820.80	\$ 61,276.80	\$ 73,715.20	
F	Administrative/Purchasing Coordinator								
F	Administrative/Human Resources Coordinator								
F	Programming & Communication Coordinator								
F	Youth Services Coordinator								
F	Reference Services Coordinator								
F	Circulation Services Coordinator								
F	Technical Services Associate								
F	Security Monitor								
G		\$ 27.89	\$ 28.86	\$ 29.88	\$ 30.78	\$ 31.70	\$ 32.50	\$ 39.05	
		\$ 58,011.20	\$ 60,028.80	\$ 62,150.40	\$ 64,022.40	\$ 65,936.00	\$ 67,600.00	\$ 81,224.00	
G	Adult Services Librarian								
G	Community Resources Specialist								
G	Digital and Marketing Services Specialist								
G	Early Literacy Outreach Librarian								
G	Programming & Communication Librarian								
G	Reference & Digital Resources Librarian								

G	Teen & Technology Librarian								
G	Circulation Supervisor								
H	NO CURRENT POSITIONS AT THIS LEVEL	\$ 33.92	\$ 35.11	\$ 36.35	\$ 37.43	\$ 38.57	\$ 39.53	#	\$ 47.49
		\$ 70,553.60	\$ 73,028.80	\$ 75,608.00	\$ 77,854.40	\$ 80,225.60	\$ 82,222.40		\$ 98,779.20
I	NO CURRENT POSITIONS AT THIS LEVEL	\$ 35.61	\$ 36.86	\$ 38.16	\$ 39.30	\$ 40.48	\$ 41.48		\$ 49.88
		\$ 74,068.80	\$ 76,668.80	\$ 79,372.80	\$ 81,744.00	\$ 84,198.40	\$ 86,278.40		\$ 103,750.40
J		\$ 37.40	\$ 38.72	\$ 40.08	\$ 41.27	\$ 42.53	\$ 43.58		\$ 52.38
		\$ 77,792.00	\$ 80,537.60	\$ 83,366.40	\$ 85,841.60	\$ 88,462.40	\$ 90,646.40		\$ 108,950.40
J	Circulation Services Manager								
J	Programming & Communication Services Manager								
J	Reference Services Manager								
J	Technical Services Manager								
J	Technology Manager								
J	Youth Services Manager								
K	NO CURRENT POSITIONS AT THIS LEVEL	\$ 40.40	\$ 41.82	\$ 43.27	\$ 44.56	\$ 45.90	\$ 47.04		\$ 56.54
		\$ 84,032.00	\$ 86,985.60	\$ 90,001.60	\$ 92,684.80	\$ 95,472.00	\$ 97,843.20		\$ 117,603.20
L	Deputy Director	\$ 43.63	\$ 45.15	\$ 46.74	\$ 48.13	\$ 49.56	\$ 50.81		\$ 61.07
		\$ 90,750.40	\$ 93,912.00	\$ 97,219.20	\$ 100,110.40	\$ 103,084.80	\$ 105,684.80		\$ 127,025.60
M	Library Director	\$ 58.36	\$ 60.42	\$ 62.51	\$ 64.42	\$ 66.33	\$ 67.99		\$ 81.70
		\$ 121,388.80	\$ 125,673.60	\$ 130,020.80	\$ 133,993.60	\$ 137,966.40	\$ 141,419.20		\$ 169,936.00
In Range Calculations									
Once employees move beyond step 6, wage increases are calculated by taking current rate of pay X cost of living increase X % increase as follows:									
		Step 6 to Step 7 - 2.5%		Step 7 to Step 8 - 2.0%		Step 8 to Step 9 - 2.0%			
		Step 9 to Step 10 - 1.5%		Step 10 to Step 11 - 1.5%		Step 11 to Step 12 - 1.25%			
		Step 12 to Step 13 - 1.25%		Step 13 to Step 14 - 1.25%		Step 14 and up - 1.25% up to max			



L.E. Phillips Memorial
Public Library

Number: 5
Category: Customer Relations

Policy Title: SERVICE ANIMALS

Date adopted: 08/20/09

Date amended: 04/19/2012; 3/15/18

Date last reviewed: 12/19/24~~12/16/2021~~

In conformance with the federal Americans with Disabilities Act (ADA), all service animals (including those in training) are welcome at the L.E. Phillips Memorial Public Library. Animals, other than service animals, are not permitted in the Library, unless as a part of a program authorized by the Library Director.

Service Animal definition per the U.S. Department of Justice: "Service animal means any dog or miniature horse that is individually trained (including those in training per Wisconsin's Equal Rights Statute) to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. The work or tasks performed by a service animal must be directly related to the handler's disability."

Library staff may ask the handler to remove his or her animal, even a service animal, from the building under circumstances that include the following:

- The animal does not meet the definition of a valid service animal as defined above.
- The animal is unruly, disruptive, or exhibits aggressive behavior. (An animal that behaves disruptively has not been trained successfully to function as a service animal in public settings. In such cases, the animal need not be treated as a service animal, even if the animal performs assistive functions for a person with special needs.)
- The animal is not harnessed, leashed or similarly tethered, unless the handler is unable to do so because of a disability or the tether interferes with the service animal's safe, effective performance of tasks, in which case the animal must still be under control (e.g., voice controls, signals, or other means). (Per City Ordinance 6.08.010, a leash no longer than 8 feet shall be used to control the animal, unless the person in question is able to successfully use a harness for the control of the animal.)
- The animal is destructive and the handler does not take effective action to control it.
- The animal is not house broken. (The Library is not responsible to care for or supervise the animal while on Library property).
- The animal is ill.

- The animal is unclean.
- The owner does not clean up after his or her animal.
- The animal's vaccination record is not up to date. (All animals must be immunized against diseases common to that type of animal. Dogs must wear a current rabies vaccination tag.)

If the service animal is removed, the handler shall be allowed to return to the Library without the service animal.

Library staff may also reasonably restrict a service animal from those parts of the Library where the height/weight of the service animal might jeopardize the safety of persons or property.

Library staff should refer to the Appropriate Library Behavior: staff procedural manual for guidelines for how to assess whether an animal is a valid service animal.



L.E. Phillips Memorial
Public Library

Number: 7

Category: Customer Relations

Policy Title: **UNATTENDED CHILDREN IN THE LIBRARY AND UNACCOMPANIED
ADULTS IN YOUTH AREAS**

Date adopted: 11/19/81

Date amended: 09/19/02; 09/17/09; 3/15/18; 05/20/21

Date last reviewed: 12/29/24~~05/20/21~~

UNATTENDED CHILDREN

Children ages 8 and older may be in the Library unattended for a period of time not to exceed 4 hours, provided that their behavior is not disruptive to other customers or staff members.

Children under the age of 8 must be supervised by a responsible caregiver at all times while they are in the Library.

When children attend library programs where adult supervision is not required, a parent or caregiver is expected to pick up their children as soon as the program ends.

UNACCOMPANIED ADULTS

The Library has a special responsibility in serving the needs of youth in the community. As part of this idea, the Library has set aside spaces specifically intended for children and teens. The youth services area and young adult lounge are therefore restricted to children, teens through age 18, and the responsible caregivers that accompany them.

Adults who are not accompanied by youth may only use the youth services or young adult areas when it is necessary to use the resources specific to those areas. Adults using the youth services area or young adult lounge for any other purpose will be asked to move to another area of the Library.