



PUBLIC NOTICE

Thursday, June 19, 2025, 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)
-
- 5) Consideration of New Business
 - A. Technical Services presentation – Lynn Gates
 - B. Election of 2025-2026 Executive Board officers
 - C. Board of Trustees handbook
 - D. Trustee orientation
 - E. Approval of outdoor display in conjunction with EC Parks, Recreation & Forestry – Nancy Kerr
 - F. Discussion of and action on the proposed changes to the Access to the Library policy – Kim Hennings
 - G. Discussion of and action on the proposed changes to the Electronic Communications policy – Kim Hennings
 - 6) Committee Reports
 - A. Friends of the Library
 - B. IFLS
 - 7) Directives from the Library Board to the Library Director
 - 8) Next meeting: **July 17, 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, May 17, 2025.

Board members present: Cheryl Contant, Kate Cook, Shelley Donnelly, James Martin, Gary Pesicka, Ethan Reed, Charlie Schell, Sheng Xiong

Board members absent: Jill Markgraf

Staff present: Nancy Kerr, Kim Hennings, Shelly Collins-Fuerbringer, Barb Langreck

CITIZEN COMMENTS

None

CONSENT AGENDA

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

BOARD PRESIDENT COMMENTS

- The Friends annual meeting is Monday, May 19th. The Distinguished Service Award will be presented at that time.

CONSIDERATION OF NEW BUSINESS

- A. Shelly presented information on the library's outreach programs:
 - a. Books on Buses - since 2017 15,000 books have been shared
 - b. Book Bike – will be at the Farmer's Market on Wednesday and Saturday in the summer
 - c. Community Outreach – the library is at a number of other community events, mostly during the summer and fall, but we continue to look for winter opportunities for outreach as well.
- B. The top 6 library board candidate recommendations were provided to the city. Candidates will be voted on by City Council in June and will begin their term of service on the board in July. New board member orientation will be scheduled in July.
- C. On a motion made by Shelley and seconded by Charlie, the board unanimously approved the proposed changes to the Circulation of Materials policy.
- D. On a motion made by Cheryl and seconded by Sheng, the board unanimously approved the proposed changes to Charges to Customers for Lost or Damaged Items policy.
- E. On a motion made by James and seconded by Cheryl, the board unanimously approved the proposed changes to Section VII of the Employee Handbook.

- F. The library will be hosting a display from the State Historical Society museum called “We stand up for our beliefs”. The display will be arriving in June.

COMMITTEE REPORTS

Friends of the Library – Jill Markgraf

- No update

IFLS – Charlie Schell

- No update

DIRECTIVES FROM THE LIBRARY BOARD OF TRUSTEES TO THE LIBRARY DIRECTOR

- Nancy to schedule a meeting for the Trustee Handbook Committee to meet.

NEXT MEETING – June 19, 2025

ADJOURNMENT

On a motion made by Cheryl and seconded by Sheng, the Board unanimously voted to adjourn at 6:13 p.m.

Respectfully submitted,

Barb Langreck
Administrative & Human Resources Coordinator



ADMINISTRATIVE MEMORANDUM

TO: Library Board
FROM: Barb Langreck, Administrative & HR Coordinator
DATE: 06/11/2025
SUBJECT: MAY 2025 Bills & Claims Report Summary

Bills & Claims Report Summary – Month Ending May 31, 2025

Operating Expenditures for the month	\$1,396,268.50
(includes supplemental bill & claims and p-card purchases)	
CIP Expenditures for the month	\$
Total	\$1,396,268.50

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 6118 Advertising/Marketing
 - \$1,520.00 was paid to Rooney Printing for summer library program brochures
2. Account 6120 Auditing
 - \$1,039.54 was paid for auditing fees
3. Account 6406 Program Supplies
 - \$2,750.00 was paid to UWEC for co-sponsorship of CV Book Festival
4. Account 6490 Equipment Purchases
 - \$3,308.98 was paid to Envisionware for purchase of a coin/bill acceptor

BILLS & CLAIMS - OPERATING
Transactions Processed in May 2025

ENTERED	EFFECTIVE	OBJECT	AMOUNT	ACCT NAME	VENDOR	COMMENTS
05/02/2025	05/02/2025	6010	\$19,891.87	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6010	\$16,534.91	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6010	\$27,915.69	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6010	\$17,294.89	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6010	\$14,881.40	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6010	\$12,675.68	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6010	\$3,728.00	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
			\$112,922.44			
05/13/2025	05/09/2025	6010	(\$337.35)	PAYROLL WAGES	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/09/25
05/13/2025	05/09/2025	6010	\$5,108.19	PAYROLL WAGES	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/09/25
			\$4,770.84			
05/14/2025	05/16/2025	6010	\$19,964.69	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6010	\$27,684.55	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6010	\$27,799.10	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6010	(\$10,941.76)	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6010	\$17,336.81	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6010	\$14,896.66	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6010	\$12,675.68	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6010	\$3,728.00	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
			\$113,143.73			
05/22/2025	05/23/2025	6010	\$4,424.74	PAYROLL WAGES	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/23/25
			\$4,424.74			
05/28/2025	05/30/2025	6010	\$19,995.86	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6010	\$16,902.83	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6010	\$27,994.96	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6010	\$17,355.03	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6010	\$14,858.52	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6010	\$12,675.69	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6010	\$3,728.00	PAYROLL WAGES	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
			\$113,510.89			
TOTAL PAYROLL WAGES			\$348,772.64			
05/13/2025	05/09/2025	6020	\$185.82	PAYROLL OVERTIME	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/09/25
TOTAL PAYROLL OVERTIME			\$185.82			

05/13/2025	05/09/2025	6030	\$26.88 SPECIAL PAYS	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/09/25
05/22/2025	05/23/2025	6030	\$26.88 SPECIAL PAYS	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/23/25
TOTAL SPECIAL PAYS			\$53.76		
05/22/2025	04/30/2025	6040	\$5.77 EMPLOYER PAID BENEFITS		APR LIFE INSURANCE
			\$5.77		
05/02/2025	05/02/2025	6040	\$1,458.06 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6040	\$1,235.18 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6040	\$2,073.06 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6040	\$1,299.02 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6040	\$1,068.62 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6040	\$902.09 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6040	\$272.43 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
			\$8,308.46		
05/13/2025	05/09/2025	6040	(\$14.36) EMPLOYER PAID BENEFITS	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/09/25
05/13/2025	05/09/2025	6040	\$369.23 EMPLOYER PAID BENEFITS	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/09/25
			\$354.87		
05/14/2025	05/16/2025	6040	\$1,426.92 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6040	\$2,008.84 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6040	\$2,044.68 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6040	(\$766.85) EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6040	\$1,294.36 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6040	\$1,058.73 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6040	\$877.82 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6040	\$272.43 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
			\$8,216.93		
05/22/2025	05/23/2025	6040	\$309.99 EMPLOYER PAID BENEFITS	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/23/25
			\$309.99		
05/28/2025	05/30/2025	6040	\$1,507.48 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6040	\$1,276.24 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6040	\$2,130.61 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6040	\$1,327.49 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6040	\$1,130.24 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6040	\$939.87 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6040	\$285.20 EMPLOYER PAID BENEFITS	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
			\$8,597.13		
TOTAL EMPLOYER PAID BENEFITS			\$25,793.15		

05/02/2025	05/02/2025	6042	\$1,303.55 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6042	\$1,090.86 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6042	\$1,355.37 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6042	\$1,097.66 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6042	\$952.33 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6042	\$880.96 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6042	\$259.10 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
			<u>\$6,939.83</u>		
05/13/2025	05/09/2025	6042	(\$14.04) WRS(ER)	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/09/25
05/13/2025	05/09/2025	6042	\$357.45 WRS(ER)	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/09/25
			<u>\$343.41</u>		
05/14/2025	05/16/2025	6042	\$1,310.92 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6042	\$1,868.26 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6042	\$1,358.19 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6042	(\$760.46) WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6042	\$1,097.66 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6042	\$953.39 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6042	\$880.96 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6042	\$259.10 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
			<u>\$6,968.02</u>		
05/22/2025	05/23/2025	6042	\$306.48 WRS(ER)	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/23/25
			<u>\$306.48</u>		
05/28/2025	05/30/2025	6042	\$1,313.08 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6042	\$1,120.83 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6042	\$1,378.58 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6042	\$1,097.66 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6042	\$950.74 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6042	\$880.96 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
05/28/2025	05/30/2025	6042	\$259.10 WRS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/30/25
			<u>\$7,000.95</u>		
TOTAL WRS(ER)			<u>\$21,558.69</u>		
05/22/2025	04/30/2025	6043	(\$0.34) HEALTH INS(ER)		APR HEALTH INSURANCE
			<u>(\$0.34)</u>		
05/02/2025	05/02/2025	6043	\$4,712.89 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6043	\$1,354.83 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6043	\$4,670.62 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25

05/02/2025	05/02/2025	6043	\$1,848.44 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6043	\$4,877.83 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6043	\$3,789.96 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
05/02/2025	05/02/2025	6043	\$945.22 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/02/25
			<u>\$22,199.79</u>		
05/13/2025	05/09/2025	6043	(\$80.53) HEALTH INS(ER)	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/09/25
05/13/2025	05/09/2025	6043	\$1,964.04 HEALTH INS(ER)	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/09/25
			<u>\$1,883.51</u>		
05/14/2025	05/16/2025	6043	\$4,712.89 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6043	\$2,754.82 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6043	\$4,664.69 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6043	\$1,848.44 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6043	(\$1,399.99) HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6043	\$4,883.76 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6043	\$3,789.96 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
05/14/2025	05/16/2025	6043	\$945.22 HEALTH INS(ER)	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
			<u>\$22,199.79</u>		
05/22/2025	05/23/2025	6043	\$1,732.12 HEALTH INS(ER)	CUSTODIAL PAYROLL WAGES	PAY DATE: 05/23/25
			<u>\$1,732.12</u>		
TOTAL HEALTH INS(ER)			<u>\$48,014.87</u>		
05/06/2025	04/30/2025	6047	\$2,343.17 HEALTH INSURANCE DEDUCTIBLE		HEALTH INSURANCE DEDUCTIBLE CH
05/06/2025	04/30/2025	6047	\$116.25 HEALTH INSURANCE DEDUCTIBLE		HEALTH INSURANCE DEDUCTIBLE CH
TOTAL HEALTH INSURANCE DEDUCTIBLE			<u>\$2,459.42</u>		
05/13/2025	05/13/2025	6051	\$4,554.42 RETIREE-HLTH INS	GROUP HEALTH COOPERATIVE OF EAU CLAIRE	MONTHLY HEALTH INSURANCE PREMI
TOTAL RETIREE-HLTH INS			<u>\$4,554.42</u>		
05/06/2025	04/30/2025	6052	\$292.92 RETIREE DEDUCTIBLE		ALLOCATE RETIREE HEALTH DEDUCT
TOTAL RETIREE DEDUCTIBLE			<u>\$292.92</u>		
05/13/2025	04/30/2025	6110	\$833.04 POSTAGE & SHIPPING	L&M MAIL SERVICE INC	POSTAGE & SHIPPING CHARGES
05/21/2025	05/20/2025	6110	\$190.75 POSTAGE & SHIPPING	L&M MAIL SERVICE INC	POSTAGE & SHIPPING CHARGES
TOTAL POSTAGE & SHIPPING			<u>\$1,023.79</u>		
05/05/2025	04/22/2025	6112	\$167.59 COMPUTER SERVICE CHARGES	WM SUPERCENTER#1669	2 iPads and AppleCare Plus for
05/05/2025	04/22/2025	6112	\$650.00 COMPUTER SERVICE CHARGES	TECHSOUP	10 licenses for Adobe Acrobat
05/05/2025	04/22/2025	6112	\$59.88 COMPUTER SERVICE CHARGES	SITEGROUND HOSTING	IT COMPUTER SERVICE CHARGES
05/05/2025	04/22/2025	6112	\$69.00 COMPUTER SERVICE CHARGES	AMAZON.COM*MB14A11F2	AppleCare Plus for iPad for in
05/05/2025	04/22/2025	6112	\$453.00 COMPUTER SERVICE CHARGES	IN *DRYDON EQUIPMENT INC.	COMPUTER SERVICE CHARGES - PEO

05/05/2025	04/22/2025	6112	\$83.40	COMPUTER SERVICE CHARGES	WWW.DOODLE.COM	IT COMPUTER SERVICE CHARGES
05/29/2025	05/29/2025	6112	\$146.66	COMPUTER SERVICE CHARGES	HEARTLAND BUSINESS SYSTEMS LLC	MONTHLY BILLING - MICROSOFT CS
TOTAL COMPUTER SERVICE CHARGES			\$1,629.53			
05/05/2025	04/22/2025	6118	\$453.88	ADVERTISING/MARKETING	DISPLAYS2GOCOM	PCS ADVERTISING (9 DISPLAY HOL
05/05/2025	04/22/2025	6118	\$62.94	ADVERTISING/MARKETING	AMZ*CAFEPRESS INC.	PCS ADVERTISING (BOOK LOVER CAN
05/05/2025	04/22/2025	6118	\$74.99	ADVERTISING/MARKETING	CPCSIGNS.COM	PCS ADVERTISING (3 SECURITY CA
05/07/2025	04/30/2025	6118	\$1,520.00	ADVERTISING/MARKETING	ROONEY DIGITAL LLC	ADVERTISING
TOTAL ADVERTISING/MARKETING			\$2,111.81			
05/13/2025	03/31/2025	6120	\$264.61	AUDITING		AUDIT FEES
05/13/2025	04/30/2025	6120	\$1,039.54	AUDITING		AUDIT FEES
TOTAL AUDITING			\$1,304.15			
05/14/2025	05/13/2025	6130	\$152.50	REPAIRS TO BUILDINGS	TRU LOCK AND SECURITY INC	BUILDING REPAIRS - HANDICAP BU
05/29/2025	05/29/2025	6130	\$424.41	REPAIRS TO BUILDINGS	TWEET GAROT MECHANICAL INC	BUILDING REPAIRS - LEAKING PIP
TOTAL REPAIRS TO BUILDINGS			\$576.91			
05/13/2025	04/30/2025	6150	\$473.80	SPECIAL SERVICES	UNIQUE MANAGEMENT SERVICES INC	COLLECTION AGENCY FEES
05/13/2025	04/30/2025	6150	\$414.00	SPECIAL SERVICES	HEATHER C LEISZ	SPECIAL SERVICES - PLANT RENTA
TOTAL SPECIAL SERVICES			\$887.80			
05/12/2025	04/01/2025	6153	\$43.13	CONVENIENCE FEES	FAPS HOLDINGS INC	LIBRARY MONTHLY CC FEES
TOTAL CONVENIENCE FEES			\$43.13			
05/05/2025	04/22/2025	6160	\$129.00	TRAINING/MEETINGS	CHIPPEWA VALLEY TECHNICAL COLLEGE	STAFF TRAINING - REBECCA SCHAR
05/05/2025	04/22/2025	6160	(\$599.00)	TRAINING/MEETINGS	CHIPPEWA VALLEY TECHNICAL COLLEGE	REFUND FOR CANCELAN OF "EME
05/05/2025	04/22/2025	6160	\$39.50	TRAINING/MEETINGS	AMERICAN LIBRARY ASSOCIATION	CE ONLINE TRAINING (ENGAGING P
05/05/2025	04/22/2025	6160	\$26.00	TRAINING/MEETINGS	KWIK TRIP INC	STAFF TRAINING/TRAVEL (FUEL FO
05/05/2025	04/22/2025	6160	\$72.58	TRAINING/MEETINGS	ENTERPRISE RENT-A-CAR	STAFF TRAINING/TRAVEL (CAR REN
05/05/2025	04/22/2025	6160	\$459.00	TRAINING/MEETINGS	UNIVERSITY OF WISCONSIN NON-PAYROLL	SUPERVISORY MANAGEMENT CERTIFI
05/05/2025	04/22/2025	6160	\$240.00	TRAINING/MEETINGS	SOCIETYFORHUMANRESOURCE	STAFF TRAINING - BARB LANGRECK
05/05/2025	04/22/2025	6160	\$299.00	TRAINING/MEETINGS	SOCIETYFORHUMANRESOURCE	STAFF TRAINING - BARB LANGRECK
05/05/2025	04/22/2025	6160	\$325.00	TRAINING/MEETINGS	UW CE REGISTRATION CENTER	STAFF TRAINING FOR ISA SMALL (
			\$991.08			
05/14/2025	05/16/2025	6160	\$31.28	TRAINING/MEETINGS	LIBRARY PAYROLL WAGES	PAY DATE: 05/16/25
			\$31.28			
TOTAL TRAINING/MEETINGS			\$1,022.36			
05/05/2025	04/22/2025	6198	\$176.97	MISC CONTRACTUAL SERVICES	ZOOM.US	APRIL 2025 MONTHLY ZOOM ACCOUN
05/05/2025	04/22/2025	6198	\$54.00	MISC CONTRACTUAL SERVICES	PLAYSIGNAGE.COM	APRIL 2025 DIGITAL SIGNAGE
05/15/2025	04/30/2025	6198	\$54.46	MISC CONTRACTUAL SERVICES	EMPLOYEE BENEFITS CORPORATION	ADMIN CHARGES FOR THE 125 PLAN

05/05/2025	04/22/2025	6198	\$495.00	MISC CONTRACTUAL SERVICES	IN *DRYDON EQUIPMENT INC.	SUSTAINABLE SAFARI (YS EVENT 3
05/01/2025	04/30/2025	6198	\$150.00	MISC CONTRACTUAL SERVICES	HEATHER MICHEFSKE	MISC CONTRACTUAL
05/01/2025	05/01/2025	6198	\$403.40	MISC CONTRACTUAL SERVICES	ELEANOR OWEN BRINSKO	MISC CONTRACTUAL
05/01/2025	05/01/2025	6198	\$100.00	MISC CONTRACTUAL SERVICES	SARAH BEER	MISC CONTRACTUAL (RS)
05/01/2025	05/01/2025	6198	\$200.00	MISC CONTRACTUAL SERVICES	DERICK BLACK	MISC CONTRACTUAL (PCS)
05/01/2025	05/01/2025	6198	\$200.00	MISC CONTRACTUAL SERVICES	SZYMANSKI, KENNETH PAUL	MISC CONTRACTUAL (PCS)
05/05/2025	04/22/2025	6198	\$210.23	MISC CONTRACTUAL SERVICES	LONGFORM, LLC	ARTSWEST JUROR STAY (MELISSA D
05/29/2025	05/29/2025	6198	\$400.00	MISC CONTRACTUAL SERVICES	ESME OLSTADT	MISC CONTRACTUAL (PCS)
05/01/2025	05/01/2025	6198	\$150.00	MISC CONTRACTUAL SERVICES	HANNAH SALLMANN	MISC CONTRACTUAL
05/07/2025	04/22/2025	6198	\$49.50	MISC CONTRACTUAL SERVICES	SUMMIT COMPANIES	FIRE EXTINGUISHER INSPECTION F
05/12/2025	03/31/2025	6198	\$152.00	MISC CONTRACTUAL SERVICES	HEARTQUEST TRAINERS LLC	2025 QUARTERLY AED CHECKS
05/01/2025	01/31/2025	6198	\$41.00	MISC CONT SERV-PABLO FOUNDATIO	UNIVERSITY OF WISCONSIN EAU CLAIRE	CHIPPEWA VALLEY BOOK FESTIVAL
05/14/2025	05/13/2025	6198	\$200.00	MISC CONT SERV-PABLO FOUNDATIO	JACKSON YANG	PCS MISC CONTRACTUAL (GIFTS)
05/21/2025	05/20/2025	6198	\$500.00	MISC CONT SERV-PABLO FOUNDATIO	DANG YANG	MISC CONTRACTUAL (SPEAKER FOR
TOTAL MISC CONTRACTUAL SERVICES			\$3,536.56			
05/08/2025	04/30/2025	6202	\$5,205.27	ELECTRICITY		400 EAU CLAIRE ST
TOTAL ELECTRICITY			\$5,205.27			
05/08/2025	04/30/2025	6208	\$134.68	GAS SERVICE		400 EAU CLAIRE ST
TOTAL GAS SERVICE			\$134.68			
05/05/2025	04/22/2025	6210	\$0.56	TELEPHONES	CENTURYTEL	APRIL MONTHLY TELEPHONE
05/05/2025	04/22/2025	6210	\$0.80	TELEPHONES	CENTURYTEL	APRIL TELEPHONE
05/13/2025	04/30/2025	6210	\$428.58	TELEPHONES		APR CENTREX VOIP PHONE CHR
TOTAL TELEPHONES			\$429.94			
05/06/2025	04/30/2025	6215	\$483.33	CITY GARBAGE SERVICE		GARBAGE COLLECTION CHARGES
TOTAL CITY GARBAGE SERVICE			\$483.33			
05/06/2025	04/30/2025	6350	\$2,866.67	INSURANCE		INSURANCE CHARGES
TOTAL INSURANCE			\$2,866.67			
05/12/2025	04/30/2025	6398	(\$3,585.34)	INSURANCE CLAIMS REIMBURSEMENT		F#24111901 11/18/24 LIB LGHTS
TOTAL INSURANCE CLAIMS REIMBURSEMENT			(\$3,585.34)			
05/01/2025	04/30/2025	6402	\$62.37	OFFICE SUPPLIES	BADGERLAND PRINTING USA INC	SUPPLIES
05/05/2025	04/22/2025	6402	\$485.75	OFFICE SUPPLIES	EO JOHNSON BUSINESS TECHNOLOGIES	TONER - RISO
05/05/2025	04/22/2025	6402	\$330.67	OFFICE SUPPLIES	OFFICE DEPOT	SUPPLIES (HP 656X BLACK TONER
05/05/2025	04/22/2025	6402	\$89.44	OFFICE SUPPLIES	OFFICE DEPOT	OVERHEAD SUPPLIES (3 TAPE DISP
05/05/2025	04/22/2025	6402	\$83.98	OFFICE SUPPLIES	OFFICE DEPOT	OVERHEAD SUPPLIES (2 CASES COP
05/05/2025	04/22/2025	6402	\$38.75	OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	OVERHEAD SUPPLIES (XL DISPOSAB
05/05/2025	04/22/2025	6402	\$48.08	OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	GENERAL SUPPLIES (BULK PENCILS
05/05/2025	04/22/2025	6402	\$43.52	OFFICE SUPPLIES	AMAZON COM SERVICES LLC	ADMIN SUPPLIES (CASIO DESKTOP

05/05/2025	04/22/2025	6402	\$51.05 OFFICE SUPPLIES	SCHOOL SPECIALTY INC	YS OFFICE SUPPLIES (ELLISON ST
05/05/2025	04/22/2025	6402	\$239.45 OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	YS SUPPLIES
05/05/2025	04/22/2025	6402	\$22.38 OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	YS SUPPLIES (YELLOW RAILROAD B
05/05/2025	04/22/2025	6402	\$22.48 OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	YS SUPPLIES (RED RAILROAD BOAR
05/05/2025	04/22/2025	6402	(\$22.48) OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	REFUND FOR RED RAILROAD BOARD
05/05/2025	04/22/2025	6402	\$404.06 OFFICE SUPPLIES	OFFICE DEPOT	TS SUPPLIES (TAPE/PLASTIC CONT
05/05/2025	04/22/2025	6402	\$485.40 OFFICE SUPPLIES	NATIONAL AUDIO COMPANY INC	TS SUPPLIES (CD RING BINDER CA
05/05/2025	04/22/2025	6402	\$28.48 OFFICE SUPPLIES	WM SUPERCENTER#1669	TS SUPPLIES (PLASTIC CONTAINER
05/05/2025	04/22/2025	6402	\$32.83 OFFICE SUPPLIES	UNIVERSITY OF CHICAGO	TS SUPPLIES (SILVER SEALS 24 P
05/05/2025	04/22/2025	6402	\$55.95 OFFICE SUPPLIES	AMAZON COM SERVICES LLC	TS SUPPLIES (AVERY SHIPPING LA
05/05/2025	04/22/2025	6402	\$54.75 OFFICE SUPPLIES	AMAZON COM SERVICES LLC	TS SUPPLIES (SCOTCH TAPE/AVERY
05/05/2025	04/22/2025	6402	\$17.41 OFFICE SUPPLIES	CDW GOVT #ZLV8658	Zebra Printer ink roll - TS
05/05/2025	04/22/2025	6402	\$10.05 OFFICE SUPPLIES	CDW GOVT #ZLV8658	Zebra Printer ink roll - TS
05/05/2025	04/22/2025	6402	\$30.00 OFFICE SUPPLIES	FSP*ALLEGRA-IMAGE360-STAR	TS SUPPLIES - LUCKY DAY LABELS
05/05/2025	04/22/2025	6402	\$56.45 OFFICE SUPPLIES	OFFICE DEPOT	PCS SUPPLIES (5 REAMS 65LB PAP
05/05/2025	04/22/2025	6402	\$180.30 OFFICE SUPPLIES	OFFICE DEPOT	PCS SUPPLIES (1 CASE 97 BRIGHT
05/05/2025	04/22/2025	6402	\$38.96 OFFICE SUPPLIES	MICHAELS #9166	PCS SUPPLIES
05/05/2025	04/22/2025	6402	\$105.68 OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	PCS SUPPLIES (ACRYLIC CADDY OR
05/05/2025	04/22/2025	6402	\$53.17 OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	PCS SUPPLIES (COFFEE MAKER CLE
05/05/2025	04/22/2025	6402	\$30.84 OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	PCS SUPPLIES
05/05/2025	04/22/2025	6402	\$111.87 OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	PCS SUPPLIES (ROLLING TEACHER
05/05/2025	04/22/2025	6402	\$102.52 OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	PCS SUPPLIES (2 POWER STRIP PR
05/05/2025	04/22/2025	6402	(\$4.94) OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	REFUND FOR PCS SUPPLIES (MEMOR
05/05/2025	04/22/2025	6402	(\$30.84) OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	REFUND FOR LOST AMAZON ORDER (
05/05/2025	04/22/2025	6402	(\$12.99) OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	PCS SUPPLIES REFUND
05/05/2025	04/22/2025	6402	(\$69.56) OFFICE SUPPLIES	AMZ*CAFEPRESS INC.	PCS SUPPLIES REFUND
05/05/2025	04/22/2025	6402	\$16.52 OFFICE SUPPLIES	AMAZON MARK* NU2IY9JB3	PCS SUPPLIES (MULTISURFACE CLE
TOTAL OFFICE SUPPLIES			\$3,192.35		
05/05/2025	04/22/2025	6405	\$53.21 AWARDS & TROPHIES-FOL-2022	EAU CLAIRE AREA CHAMBER OF COMMERCE	STAFF AFFAIRS GIFT FUNDS - EMP
05/05/2025	04/22/2025	6405	\$31.79 AWRDS/TROP FOL 2023	EAU CLAIRE AREA CHAMBER OF COMMERCE	STAFF AFFAIRS GIFT FUNDS - EMP
05/05/2025	04/22/2025	6405	\$24.00 AWRDS/TROP FOL 2023	WALGREENS	FOL GIFTS (RS ADULT PROGRAM PR
05/05/2025	04/22/2025	6405	\$300.00 AWARDS & TROPHIES-FOL 2024	PAYPAL WEB CHECKOUT	ARTWEST REFRESHMENTS FOL 2024
TOTAL AWARDS & TROPHIES-FOL-2022			\$409.00		
05/05/2025	04/22/2025	6406	\$21.00 LIBRARY PROGRAM SUPPLIES	DOLLAR GEN #9836	YS PROGRAM SUPPLIES (APPLE JUI
05/05/2025	04/22/2025	6406	\$105.07 LIBRARY PROGRAM SUPPLIES	AMZ*CAFEPRESS INC.	YS PROGRAM SUPPLIES
05/05/2025	04/22/2025	6406	\$15.97 LIBRARY PROGRAM SUPPLIES	SKOGENS FOODLINER INC	YS PROGRAM SUPPLIES (JUICE & C
05/05/2025	04/22/2025	6406	\$20.97 LIBRARY PROGRAM SUPPLIES	LITTLE CAESARS 3149-0009	YS PROGRAM SUPPLIES (3 PIZZAS)
05/05/2025	04/22/2025	6406	\$150.00 LIBRARY PROGRAM SUPPLIES	BRENT D STELZER	Flowers for annual open house
05/05/2025	04/22/2025	6406	\$62.96 LIBRARY PROGRAM SUPPLIES	AMZ*CAFEPRESS INC.	RS EQUIPMENT (WIRELESS KEYBOAR
05/05/2025	04/22/2025	6406	\$73.55 LIBRARY PROGRAM SUPPLIES	AMZ*CAFEPRESS INC.	DB PROGRAM SUPPLIES (HOT GLUE
05/05/2025	04/22/2025	6406	\$74.97 LIBRARY PROGRAM SUPPLIES	AMZ*CAFEPRESS INC.	DB PRG SUPPLIES / RS EQUIPMENT
05/01/2025	01/31/2025	6406	\$2,750.00 LIBR SUPP FOL 2024	UNIVERSITY OF WISCONSIN EAU CLAIRE	CHIPPEWA VALLEY BOOK FESTIVAL
05/05/2025	04/22/2025	6406	\$32.76 LIBR SUPP FOL 2024	SKOGENS FOODLINER INC	FOL GIFT FUNDS FOR PCS EVENT R
05/05/2025	04/22/2025	6406	\$107.90 LIBRARY PROG SUPPLIES-FOL-2025	WM SUPERCENTER#1669	PCS EVENT REFRESHMENTS

05/05/2025	04/22/2025	6406	\$15.94	LIBRARY PROG SUPPLIES-FOL-2025
TOTAL LIBRARY PROGRAM SUPPLIES			\$3,431.09	
05/01/2025	04/30/2025	6409	\$199.00	DIGITAL/DOWNLOADABLE
05/13/2025	04/30/2025	6409	\$2,901.18	DIGITAL/DOWNLOADABLE
05/21/2025	04/30/2025	6409	\$13,125.00	DIGITAL/DOWNLOADABLE
05/28/2025	03/31/2025	6409	\$2,493.13	DIGITAL/DOWNLOADABLE
			\$18,718.31	
05/05/2025	04/22/2025	6409	\$572.17	LIB MAT-ARPA MULTILINGUAL
05/05/2025	04/22/2025	6409	\$307.40	LIB MAT-ARPA MULTILINGUAL
05/05/2025	04/22/2025	6409	\$611.45	LIB MAT-ARPA MULTILINGUAL
05/05/2025	04/22/2025	6409	\$318.62	LIB MAT-ARPA MULTILINGUAL
05/05/2025	04/22/2025	6409	\$105.75	LIB MAT-ARPA MULTILINGUAL
05/07/2025	05/06/2025	6409	\$76.78	LIB MAT-ARPA MULTILINGUAL
05/07/2025	04/30/2025	6409	\$456.38	LIB MAT-ARPA MULTILINGUAL
05/13/2025	05/13/2025	6409	\$54.08	LIB MAT-ARPA MULTILINGUAL
05/13/2025	05/13/2025	6409	\$243.03	LIB MAT-ARPA MULTILINGUAL
05/13/2025	05/13/2025	6409	\$244.16	LIB MAT-ARPA MULTILINGUAL
05/13/2025	05/13/2025	6409	\$393.67	LIB MAT-ARPA MULTILINGUAL
05/13/2025	05/13/2025	6409	\$92.59	LIB MAT-ARPA MULTILINGUAL
05/13/2025	05/13/2025	6409	\$207.93	LIB MAT-ARPA MULTILINGUAL
05/14/2025	05/13/2025	6409	\$14.48	LIB MAT-ARPA MULTILINGUAL
05/14/2025	05/13/2025	6409	\$26.58	LIB MAT-ARPA MULTILINGUAL
05/21/2025	05/20/2025	6409	\$97.31	LIB MAT-ARPA MULTILINGUAL
05/21/2025	05/20/2025	6409	\$277.94	LIB MAT-ARPA MULTILINGUAL
05/21/2025	05/20/2025	6409	\$389.90	LIB MAT-ARPA MULTILINGUAL
05/21/2025	05/20/2025	6409	\$468.66	LIB MAT-ARPA MULTILINGUAL
05/21/2025	05/20/2025	6409	\$56.65	LIB MAT-ARPA MULTILINGUAL
05/21/2025	05/20/2025	6409	\$173.30	LIB MAT-ARPA MULTILINGUAL
05/21/2025	05/20/2025	6409	\$75.84	LIB MAT-ARPA MULTILINGUAL
05/21/2025	05/20/2025	6409	\$130.26	LIB MAT-ARPA MULTILINGUAL
05/21/2025	05/21/2025	6409	\$34.90	LIB MAT-ARPA MULTILINGUAL
05/28/2025	05/27/2025	6409	(\$14.48)	LIB MAT-ARPA MULTILINGUAL
05/28/2025	05/27/2025	6409	\$6.95	LIB MAT-ARPA MULTILINGUAL
			\$5,422.30	
05/01/2025	04/30/2025	6409	\$272.95	LIBRARY MATERIALS-BKS JUVENILE
05/05/2025	04/22/2025	6409	\$12.99	LIBRARY MATERIALS-BKS JUVENILE
05/07/2025	05/06/2025	6409	\$196.42	LIBRARY MATERIALS-BKS JUVENILE
05/07/2025	04/30/2025	6409	\$162.21	LIBRARY MATERIALS-BKS JUVENILE
05/07/2025	04/30/2025	6409	\$309.43	LIBRARY MATERIALS-BKS JUVENILE
05/07/2025	04/30/2025	6409	\$318.09	LIBRARY MATERIALS-BKS JUVENILE
05/07/2025	04/30/2025	6409	\$390.44	LIBRARY MATERIALS-BKS JUVENILE
05/07/2025	04/30/2025	6409	\$415.04	LIBRARY MATERIALS-BKS JUVENILE
05/13/2025	05/13/2025	6409	\$77.58	LIBRARY MATERIALS-BKS JUVENILE

SKOGENS FOODLINER INC

FOL GIFT FUNDS FOR PCS EVENT R

WISCONSIN LIBRARY SERVICES INC
MIDWEST TAPE LLC
LINKEDIN CORPORATION
PROQUEST LP

LIB MATLS - DIGITAL
LIBRARY MATERIALS
LIBRARY MATERIALS
LIBRARY MATERIALS

PAYPAL WEB CHECKOUT
PAYPAL WEB CHECKOUT
PAYPAL WEB CHECKOUT
BIRCHBARK BOOKS
BIRCHBARK BOOKS
AMAZON COM SALES INC
BTAC UNITED ACQUISITION HOLDING COMPANY
AMAZON COM SALES INC
AMAZON COM SALES INC
AMAZON COM SALES INC
AMAZON COM SALES INC
BTAC UNITED ACQUISITION HOLDING COMPANY
INGRAM LIBRARY SERVICES
AMAZON COM SALES INC
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AMAZON COM SALES INC
AMAZON COM SALES INC
BTAC UNITED ACQUISITION HOLDING COMPANY
BTAC UNITED ACQUISITION HOLDING COMPANY
INGRAM LIBRARY SERVICES
ABDO PUBLISHING COMPANY INC
AMAZON COM SALES INC
AMAZON COM SALES INC

HMONG ABC STORE (WORLD LANGUAG
HMONG ABC STORE (WORLD LANGUAG
LIBRARY MATERIALS (ADULT PRINT
LIB MATERIALS JUV (ARPA FUNDS
LIBRARY MATERIALS (ADULT PRINT
GRANT-ARPA FUNDS
LIBRARY MATERIALS
ARPA FUNDS - GRANTS
ARPA FUNDS - GRANTS
ARPA FUNDS - GRANTS
ARPA FUNDS - GRANTS
JUV / ARPA FUNDS - GRANT
AD PRINT / JUV / ARPA FUNDS -
ARPA FUNDS-GRANT
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GRANTS ARPA FUNDS
ARPA FUNDS GRANTS
ARPA FUNDS GRANT
ARPA FUNDS GRANTS
ARPA FUNDS GRANT
JUV/ ARPA FUNDS GRANT/ BOOKBIK
LIBRARY MATERIALS
JUV/ BOOKBIKE/ AD PRINT/ ARPA
LIB MATLS - WORLD LANGUAGES CO
GRANT FUNDS-ARPA
GRANT FUNDS-ARPA

05/13/2025	05/13/2025	6409	\$221.90 LIBRARY MATERIALS-BKS JUVENILE	BTAC UNITED ACQUISITION HOLDING COMPANY	JUV / ARPA FUNDS - GRANT
05/13/2025	05/13/2025	6409	\$103.53 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT / JUV / ARPA FUNDS -
05/13/2025	05/13/2025	6409	\$75.28 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	GIFTS - IHO-FOL / AD PRINT / J
05/13/2025	05/13/2025	6409	\$352.39 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT / JUV
05/14/2025	05/13/2025	6409	\$24.88 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
05/14/2025	05/13/2025	6409	\$68.99 LIBRARY MATERIALS-BKS JUVENILE	BERTELSMANN PUBLISHING GROUP INC	LIB MATLS - JUV
05/21/2025	05/20/2025	6409	\$2,087.17 LIBRARY MATERIALS-BKS JUVENILE	BERTELSMANN PUBLISHING GROUP INC	LIBRARY MATERIALS
05/21/2025	05/20/2025	6409	\$80.21 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
05/21/2025	05/20/2025	6409	\$297.75 LIBRARY MATERIALS-BKS JUVENILE	BTAC UNITED ACQUISITION HOLDING COMPANY	JUV
05/21/2025	05/20/2025	6409	\$308.74 LIBRARY MATERIALS-BKS JUVENILE	BTAC UNITED ACQUISITION HOLDING COMPANY	JUV
05/21/2025	05/20/2025	6409	\$9.99 LIBRARY MATERIALS-BKS JUVENILE	AMAZON COM SALES INC	JUV
05/21/2025	05/20/2025	6409	\$129.11 LIBRARY MATERIALS-BKS JUVENILE	BTAC UNITED ACQUISITION HOLDING COMPANY	JUV/ ARPA FUNDS GRANT/ BOOKBIK
05/21/2025	05/20/2025	6409	\$195.04 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT/ JUV
05/21/2025	05/20/2025	6409	\$20.50 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	JUV/ BOOKBIKE/ AD PRINT/ ARPA
05/21/2025	05/20/2025	6409	\$54.24 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	JUV/ GIFTS IHO-LEPMPL/AD PRINT
05/21/2025	05/20/2025	6409	\$9.95 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT/ L&D AD PRINT/ JUV
05/21/2025	05/21/2025	6409	\$75.85 LIBRARY MATERIALS-BKS JUVENILE	CBM LLC	JUV
05/29/2025	05/27/2025	6409	\$47.30 LIBRARY MATERIALS-BKS JUVENILE	BTAC UNITED ACQUISITION HOLDING COMPANY	JUV
05/29/2025	05/27/2025	6409	\$277.62 LIBRARY MATERIALS-BKS JUVENILE	BTAC UNITED ACQUISITION HOLDING COMPANY	JUV
05/29/2025	05/27/2025	6409	\$72.67 LIBRARY MATERIALS-BKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT/ JUV/ NONPRINT/ L&D J
05/29/2025	05/27/2025	6409	\$1,496.36 LIBRARY MATERIALS-BKS JUVENILE	BTAC UNITED ACQUISITION HOLDING COMPANY	LIBRARY MATERIALS
05/29/2025	05/29/2025	6409	\$166.87 LIBRARY MATERIALS-BKS JUVENILE	ABDO PUBLISHING COMPANY INC	LIB MATLS - JUV PRINT
			\$8,331.49		
05/05/2025	04/22/2025	6409	\$18.00 LIBRARY MATERIALS-BOOKS-ADULT	VOLUME ONE MAGAZINE LLC	ADULT PRINT (WHEN THE SMOKE CL
05/05/2025	04/22/2025	6409	\$24.95 LIBRARY MATERIALS-BOOKS-ADULT	PAYPAL WEB CHECKOUT	HMONG ABC STORE (WORLD LANGUAG
05/05/2025	04/22/2025	6409	\$199.75 LIBRARY MATERIALS-BOOKS-ADULT	PAYPAL WEB CHECKOUT	HMONG ABC (WORLD LANGUAGE COLL
05/05/2025	04/22/2025	6409	\$81.95 LIBRARY MATERIALS-BOOKS-ADULT	BIRCHBARK BOOKS	LIBRARY MATERIALS (ADULT PRINT
05/07/2025	05/06/2025	6409	\$58.97 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
05/07/2025	04/30/2025	6409	\$214.54 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
05/07/2025	04/30/2025	6409	\$345.77 LIBRARY MATERIALS-BOOKS-ADULT	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ GIFTS IHO-FOL/ GIFTS
05/07/2025	04/30/2025	6409	\$384.43 LIBRARY MATERIALS-BOOKS-ADULT	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ GIFTS IHO-FOL/ NONPR
05/07/2025	04/30/2025	6409	\$238.08 LIBRARY MATERIALS-BOOKS-ADULT	BTAC UNITED ACQUISITION HOLDING COMPANY	LIBRARY MATERIALS
05/07/2025	04/30/2025	6409	\$23.39 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
05/07/2025	04/30/2025	6409	\$30.74 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
05/07/2025	04/30/2025	6409	\$184.89 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
05/07/2025	04/30/2025	6409	\$162.39 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
05/13/2025	05/13/2025	6409	\$50.99 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
05/13/2025	05/13/2025	6409	\$182.08 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
05/13/2025	05/13/2025	6409	\$254.22 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT / GIFTS - IHO FOL
05/13/2025	05/13/2025	6409	\$30.51 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT / JUV / ARPA FUNDS -
05/13/2025	05/13/2025	6409	\$268.24 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	GIFTS - IHO-FOL / AD PRINT / J
05/13/2025	05/13/2025	6409	\$118.32 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT / JUV
05/14/2025	05/13/2025	6409	\$35.28 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
05/14/2025	05/13/2025	6409	\$350.00 LIBRARY MATERIALS-BOOKS-ADULT	J D POWER	LIB MATLS - ADULT PRINT
05/14/2025	05/13/2025	6409	\$350.00 LIBRARY MATERIALS-BOOKS-ADULT	J D POWER	LIB MATLS - ADULT PRINT
05/21/2025	05/20/2025	6409	\$74.24 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT

05/21/2025	05/20/2025	6409	\$597.60 LIBRARY MATERIALS-BOOKS-ADULT	BTAC UNITED ACQUISITION HOLDING COMPANY	LIBRARY MATERIALS
05/21/2025	05/20/2025	6409	\$61.48 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
05/21/2025	05/20/2025	6409	\$169.44 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
05/21/2025	05/20/2025	6409	\$173.94 LIBRARY MATERIALS-BOOKS-ADULT	CENGAGE LEARNING INC	AD PRINT
05/21/2025	05/20/2025	6409	\$34.63 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT/ JUV
05/21/2025	05/20/2025	6409	\$18.29 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	JUV/ BOOKBIKE/ AD PRINT/ ARPA
05/21/2025	05/20/2025	6409	\$256.24 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	JUV/ GIFTS IHO-LEPMPL/AD PRINT
05/21/2025	05/20/2025	6409	\$468.62 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT/ L&D AD PRINT/ JUV
05/21/2025	05/20/2025	6409	\$602.00 LIBRARY MATERIALS-BOOKS-ADULT	J D POWER	LIBRARY MATERIALS
05/28/2025	05/27/2025	6409	\$35.66 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
05/28/2025	05/27/2025	6409	\$47.72 LIBRARY MATERIALS-BOOKS-ADULT	AMAZON COM SALES INC	AD PRINT
05/29/2025	05/27/2025	6409	\$474.64 LIBRARY MATERIALS-BOOKS-ADULT	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ L&D ADULT PRINT
05/29/2025	05/27/2025	6409	\$440.41 LIBRARY MATERIALS-BOOKS-ADULT	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ GIFTS IHO-LEPMPL/ NO
05/29/2025	05/27/2025	6409	\$463.99 LIBRARY MATERIALS-BOOKS-ADULT	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ GIFTS IHO-FOL
05/29/2025	05/27/2025	6409	\$175.85 LIBRARY MATERIALS-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT/ JUV/ NONPRINT/ L&D J
			\$7,702.24		
05/01/2025	04/30/2025	6409	\$159.99 LIBRARY MATERIALS-KITS, TOOLS	BERTELSMANN PUBLISHING GROUP INC	KITS
05/05/2025	04/22/2025	6409	\$120.00 LIBRARY MATERIALS-KITS, TOOLS	MOBILE BEACON	HotSpot annual renewal
05/13/2025	05/13/2025	6409	\$301.40 LIBRARY MATERIALS-KITS, TOOLS	AMAZON COM SALES INC	KITS
05/21/2025	05/20/2025	6409	\$2,219.87 LIBRARY MATERIALS-KITS, TOOLS	BERTELSMANN PUBLISHING GROUP INC	LIBRARY MATERIALS
05/21/2025	05/20/2025	6409	\$14.38 LIBRARY MATERIALS-KITS, TOOLS	AMAZON COM SALES INC	KITS
05/21/2025	05/20/2025	6409	\$53.88 LIBRARY MATERIALS-KITS, TOOLS	AMAZON COM SALES INC	KITS
05/28/2025	05/27/2025	6409	\$79.99 LIBRARY MATERIALS-KITS, TOOLS	AMAZON COM SALES INC	KITS
			\$2,949.51		
05/01/2025	04/30/2025	6409	\$42.94 LIBRARY MATERIALS-NON-PRINT	BLACKSTONE AUDIO INC	NONPRINT
05/01/2025	04/30/2025	6409	\$152.13 LIBRARY MATERIALS-NON-PRINT	BERTELSMANN PUBLISHING GROUP INC	NONPRINT
05/05/2025	04/22/2025	6409	\$25.90 LIBRARY MATERIALS-NON-PRINT	PAYPAL WEB CHECKOUT	HMONG ABC (WORLD LANGUAGE COLL
05/05/2025	04/22/2025	6409	\$161.16 LIBRARY MATERIALS-NON-PRINT	PAYPAL WEB CHECKOUT	NONPRINT (DEEP "DECONSTRUCTING
05/07/2025	05/06/2025	6409	\$291.96 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/07/2025	04/30/2025	6409	\$6.98 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/07/2025	04/30/2025	6409	\$29.99 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/07/2025	04/30/2025	6409	\$30.98 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/07/2025	04/30/2025	6409	\$18.14 LIBRARY MATERIALS-NON-PRINT	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ GIFTS IHO-FOL/ NONPR
05/07/2025	04/30/2025	6409	\$277.38 LIBRARY MATERIALS-NON-PRINT	MIDWEST TAPE LLC	NONPRINT/ GIFTS IHO-FOL
05/13/2025	05/13/2025	6409	\$363.45 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/14/2025	05/13/2025	6409	\$23.97 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/14/2025	05/13/2025	6409	\$71.24 LIBRARY MATERIALS-NON-PRINT	BERTELSMANN PUBLISHING GROUP INC	NONPRINT
05/14/2025	05/13/2025	6409	\$148.73 LIBRARY MATERIALS-NON-PRINT	BERTELSMANN PUBLISHING GROUP INC	LIB MATLS - NONPRINT
05/21/2025	05/20/2025	6409	\$2,280.41 LIBRARY MATERIALS-NON-PRINT	BERTELSMANN PUBLISHING GROUP INC	LIBRARY MATERIALS
05/21/2025	05/20/2025	6409	\$104.95 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/21/2025	05/20/2025	6409	\$188.91 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/21/2025	05/20/2025	6409	\$34.24 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/21/2025	05/20/2025	6409	\$42.07 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/21/2025	05/20/2025	6409	\$419.51 LIBRARY MATERIALS-NON-PRINT	MIDWEST TAPE LLC	NONPRINT

05/21/2025	05/20/2025	6409	\$697.05 LIBRARY MATERIALS-NON-PRINT	MIDWEST TAPE LLC	LIBRARY MATERIALS
05/21/2025	05/21/2025	6409	\$116.23 LIBRARY MATERIALS-NON-PRINT	BERTELSMANN PUBLISHING GROUP INC	LIB MATLS - NONPRINT
05/21/2025	05/21/2025	6409	\$39.74 LIBRARY MATERIALS-NON-PRINT	BLACKSTONE AUDIO INC	NONPRINT
05/28/2025	05/27/2025	6409	\$16.06 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/28/2025	05/27/2025	6409	\$39.99 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/28/2025	05/27/2025	6409	\$130.01 LIBRARY MATERIALS-NON-PRINT	AMAZON COM SALES INC	NONPRINT
05/29/2025	05/27/2025	6409	\$24.74 LIBRARY MATERIALS-NON-PRINT	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ GIFTS IHO-LEPMPL/ NO
05/29/2025	05/27/2025	6409	\$22.19 LIBRARY MATERIALS-NON-PRINT	INGRAM LIBRARY SERVICES	AD PRINT/ JUV/ NONPRINT/ L&D J
05/29/2025	05/27/2025	6409	\$271.55 LIBRARY MATERIALS-NON-PRINT	MIDWEST TAPE LLC	NONPRINT
			\$6,072.60		
05/05/2025	04/22/2025	6409	\$28.00 LIBRARY MATERIALS-PERIODICALS	MDC*MAGNOLIAJOURNAL MS	2025 RENEWAL 4 ISSUES QUARTERL
05/05/2025	04/22/2025	6409	\$11.99 LIBRARY MATERIALS-PERIODICALS	CONSUMER REPORT BOOKS	CONSUMER REPORTS 2025 APRIL IS
			\$39.99		
05/07/2025	05/06/2025	6409	\$39.95 MATERIALS-BOOKMARKS	AMAZON COM SALES INC	GIFTS IHO-FOL
05/07/2025	04/30/2025	6409	\$53.62 MATERIALS-BOOKMARKS	AMAZON COM SALES INC	GIFTS IHO-FOL
05/07/2025	04/30/2025	6409	\$19.59 MATERIALS-BOOKMARKS	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ GIFTS IHO-FOL/ GIFTS
05/07/2025	04/30/2025	6409	\$16.79 MATERIALS-BOOKMARKS	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ GIFTS IHO-FOL/ NONPR
05/07/2025	04/30/2025	6409	\$58.80 MATERIALS-BOOKMARKS	BTAC UNITED ACQUISITION HOLDING COMPANY	LIBRARY MATERIALS
05/07/2025	04/30/2025	6409	\$13.49 MATERIALS-BOOKMARKS	MIDWEST TAPE LLC	NONPRINT/ GIFTS IHO-FOL
05/13/2025	05/13/2025	6409	\$19.46 MATERIALS-BOOKMARKS	INGRAM LIBRARY SERVICES	AD PRINT / GIFTS - IHO FOL
05/13/2025	05/13/2025	6409	\$33.23 MATERIALS-BOOKMARKS	INGRAM LIBRARY SERVICES	GIFTS - IHO-FOL / AD PRINT / J
05/14/2025	05/13/2025	6409	\$17.99 MATERIALS-BOOKMARKS	AMAZON COM SALES INC	GIFTS IHO-FOL
05/21/2025	05/20/2025	6409	\$26.68 MATERIALS-BOOKMARKS	AMAZON COM SALES INC	GIFTS IHO-FOL
05/21/2025	05/20/2025	6409	\$30.98 MATERIALS-BOOKMARKS	AMAZON COM SALES INC	GIFTS IHO-FOL
05/21/2025	05/20/2025	6409	\$42.93 MATERIALS-BOOKMARKS	AMAZON COM SALES INC	GIFTS IHO-FOL
05/21/2025	05/20/2025	6409	\$53.19 MATERIALS-BOOKMARKS	INGRAM LIBRARY SERVICES	JUV/ GIFTS IHO-LEPMPL/AD PRINT
05/29/2025	05/27/2025	6409	\$61.04 MATERIALS-BOOKMARKS	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ GIFTS IHO-FOL
			\$487.74		
05/07/2025	04/30/2025	6409	\$10.70 MATERIALS-LEPMPL/BOOKMARKS	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ GIFTS IHO-FOL/ GIFTS
05/07/2025	04/30/2025	6409	\$24.04 MATERIALS-LEPMPL/BOOKMARKS	CENGAGE LEARNING INC	GIFTS IHO-LEPMPL
05/13/2025	05/13/2025	6409	\$10.52 MATERIALS-LEPMPL/BOOKMARKS	INGRAM LIBRARY SERVICES	GIFTS - IHO-FOL / AD PRINT / J
05/21/2025	05/20/2025	6409	\$59.92 MATERIALS-LEPMPL/BOOKMARKS	BTAC UNITED ACQUISITION HOLDING COMPANY	LIBRARY MATERIALS
05/21/2025	05/20/2025	6409	\$482.83 MATERIALS-LEPMPL/BOOKMARKS	CENGAGE LEARNING INC	AD PRINT/ GIFTS IHO-LEPMPL
05/21/2025	05/20/2025	6409	\$35.43 MATERIALS-LEPMPL/BOOKMARKS	INGRAM LIBRARY SERVICES	JUV/ GIFTS IHO-LEPMPL/AD PRINT
05/29/2025	05/27/2025	6409	\$42.26 MATERIALS-LEPMPL/BOOKMARKS	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ GIFTS IHO-LEPMPL/ NO
05/29/2025	05/27/2025	6409	\$34.40 MATERIALS-LEPMPL/BOOKMARKS	INGRAM LIBRARY SERVICES	AD PRINT/ JUV/ NONPRINT/ L&D J
			\$700.10		
05/14/2025	05/13/2025	6409	\$37.42 MATERIALS-RESERVED FOR LIBR	AMAZON COM SALES INC	BOOKBIKE
05/21/2025	05/20/2025	6409	\$94.27 MATERIALS-RESERVED FOR LIBR	BTAC UNITED ACQUISITION HOLDING COMPANY	JUV/ ARPA FUNDS GRANT/ BOOKBIK
05/21/2025	05/20/2025	6409	\$199.12 MATERIALS-RESERVED FOR LIBR	INGRAM LIBRARY SERVICES	JUV/ BOOKBIKE/ AD PRINT/ ARPA
			\$330.81		

TOTAL LIBRARY MATERIALS-PERIODICALS			\$50,755.09			
05/07/2025	04/30/2025	6415	\$25.18	LOST/DAMAGED-BOOKS JUVENILE	BTAC UNITED ACQUISITION HOLDING COMPANY	JUV/ L&D JUV
05/07/2025	04/30/2025	6415	\$14.39	LOST/DAMAGED-BOOKS JUVENILE	BTAC UNITED ACQUISITION HOLDING COMPANY	JUV/ L&D JUV
05/07/2025	04/30/2025	6415	\$55.76	LOST/DAMAGED-BOOKS JUVENILE	INGRAM LIBRARY SERVICES	LIBRARY MATERIALS
05/29/2025	05/27/2025	6415	\$21.44	LOST/DAMAGED-BOOKS JUVENILE	INGRAM LIBRARY SERVICES	AD PRINT/ JUV/ NONPRINT/ L&D J
			\$116.77			
05/07/2025	04/30/2025	6415	\$11.96	LOST/DAMAGED-BOOKS-ADULT	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ GIFTS IHO-FOL/ NONPR
05/13/2025	05/13/2025	6415	\$24.77	LOST/DAMAGED-BOOKS-ADULT	INGRAM LIBRARY SERVICES	GIFTS - IHO-FOL / AD PRINT / J
05/21/2025	05/20/2025	6415	\$11.48	LOST/DAMAGED-BOOKS-ADULT	INGRAM LIBRARY SERVICES	JUV/ GIFTS IHO-LEPMPL/AD PRINT
05/21/2025	05/20/2025	6415	\$16.60	LOST/DAMAGED-BOOKS-ADULT	INGRAM LIBRARY SERVICES	AD PRINT/ L&D AD PRINT/ JUV
05/21/2025	05/21/2025	6415	\$18.00	LOST/DAMAGED-BOOKS-ADULT	CITY OF NEW RICHMOND	LOST & DAMAGED - ADULT PRINT
05/28/2025	05/27/2025	6415	\$473.00	LOST/DAMAGED-BOOKS-ADULT	AMAZON COM SALES INC	L&D AD PRINT
05/29/2025	05/27/2025	6415	\$17.09	LOST/DAMAGED-BOOKS-ADULT	BTAC UNITED ACQUISITION HOLDING COMPANY	AD PRINT/ L&D ADULT PRINT
			\$572.90			
05/07/2025	04/30/2025	6415	\$98.37	LOST/DAMAGED-NON-PRNT MATERIAL	AMAZON COM SALES INC	L&D NONPRINT
05/21/2025	05/20/2025	6415	\$34.35	LOST/DAMAGED-NON-PRNT MATERIAL	AMAZON COM SALES INC	L&D NONPRINT
05/21/2025	05/21/2025	6415	\$14.94	LOST/DAMAGED-NON-PRNT MATERIAL	BLACKSTONE AUDIO INC	NONPRINT
			\$147.66			
TOTAL LOST/DAMAGED-NON-PRNT MATERIAL			\$837.33			
05/05/2025	04/30/2025	6450	\$105.62	GASOLINE		APR FUEL CHARGES
TOTAL GASOLINE			\$105.62			
05/05/2025	04/22/2025	6460	\$296.04	REPAIR PARTS & SUPPLIES	GLOBAL COMPUTER SUPPLIES	CUSTODIAL REPAIR PARTS/SUPPLIE
TOTAL REPAIR PARTS & SUPPLIES			\$296.04			
05/05/2025	04/22/2025	6464	\$32.56	BLDG MTRLS & JNTRL SUPPLIES	CINTAS CORPORATION NO 2	BLDG MATERIALS (RUGS & MOPS) M
05/07/2025	04/22/2025	6464	\$64.88	BLDG MTRLS & JNTRL SUPPLIES	MENARD INC	CLEANING SUPPLIES FOR CITY HAL
05/07/2025	04/22/2025	6464	\$20.91	BLDG MTRLS & JNTRL SUPPLIES	MENARD INC	CLEANING SUPPLIES FOR THE LIBR
05/07/2025	04/22/2025	6464	\$89.92	BLDG MTRLS & JNTRL SUPPLIES	MENARD INC	SUPPLIES FOR THE AMAZING EAU C
05/08/2025	04/30/2025	6464	\$1,200.24	BLDG MTRLS & JNTRL SUPPLIES		APR PARTS CHARGES
TOTAL BLDG MTRLS & JNTRL SUPPLIES			\$1,408.51			
05/05/2025	04/22/2025	6490	\$29.99	EQUIPMENT PURCHASES (< \$5,000)	AMZ*CAFEPRESS INC.	RS EQUIPMENT (WIRELESS KEYBOAR
05/05/2025	04/22/2025	6490	\$31.97	EQUIPMENT PURCHASES (< \$5,000)	AMZ*CAFEPRESS INC.	DB PRG SUPPLIES / RS EQUIPMENT
05/05/2025	04/22/2025	6490	\$538.00	EQUIPMENT PURCHASES (< \$5,000)	WM SUPERCENTER#1669	2 iPads and AppleCare Plus for
05/05/2025	04/22/2025	6490	\$55.99	EQUIPMENT PURCHASES (< \$5,000)	AMZ*CAFEPRESS INC.	Monitor Arms for RS-ES
05/05/2025	04/22/2025	6490	\$269.00	EQUIPMENT PURCHASES (< \$5,000)	AMAZON COM SERVICES LLC	iPad for incoming board member
05/05/2025	04/22/2025	6490	\$365.51	EQUIPMENT PURCHASES (< \$5,000)	CDW GOVT #ZLV8658	Image Transfer Belt - public c
05/21/2025	04/30/2025	6490	\$3,308.98	EQUIPMENT PURCHASES (< \$5,000)	ENVISIONWARE INC	EQUIPMENT

TOTAL EQUIPMENT PURCHASES (< \$5,000)	\$4,599.44
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05/13/2025	04/01/2025	7020	\$39,086.25	TSF TO DEBT SERVICE
05/13/2025	04/01/2025	7020	\$10,950.00	TSF TO DEBT SERVICE
05/13/2025	04/01/2025	7020	\$126,116.50	TSF TO DEBT SERVICE
05/13/2025	04/01/2025	7020	\$509,400.00	TSF TO DEBT SERVICE
05/13/2025	04/01/2025	7020	\$176,325.00	TSF TO DEBT SERVICE
TOTAL TSF TO DEBT SERVICE			\$861,877.75	

TOTAL OPERATING EXPENDITURES	\$1,396,268.50
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LIBRARY-2018C DSF PMT
LIBRARY-2018B DSF PMT
LIBRARY-2019A DSF PMT
LIBRARY-2021A DSF PMT
LIBRARY-2022A DSF PMT

**Director's Report to the Library Board
June 2025**

**Administrative Services
Nancy Kerr, Library Director**



I'd like to use my space in this month's report to showcase our new Community Language Collection. The City had some ARPA funds available, and we applied to use some to establish a small collection of materials in languages which are of interest to our community. ARPA, or the American Rescue Plan Act, distributed Federal relief funds to government entities to help them recover after COVID-19. Through the City, we received \$12,000 to spend on materials in Spanish, French, Hmong and Ojibwe, which were four of the languages indicated by community members that they'd like to see in our library.

Lynn, Kelly, Isa and I discussed how to spend the funds based upon community input and availability and shopped for and ordered materials. We found Spanish and French materials primarily online, but Hmong and Ojibwe materials locally at specialty bookstores in Minneapolis/St. Paul. Our Tech Services colleagues have done an amazing job getting these materials ready to go on the shelves. So, why are we offering these materials? It is directly linked to our Mission, Vision, Values and Strategic Plan.

- Our Mission includes open access to diverse materials.
- Our Vision Statement envisions a library space that fosters a convenient, welcoming and inclusive environment.

- Our Values include Access, Equity, Diversity, Inclusion, and Lifelong Learning.
- Our Strategic Plan goals list identifying barriers to access, as well as developing and maintaining diverse collection which reflect the unique needs of our community.

We do our absolute best to provide customer service, programs, services, and materials for **all** of our community members, and we hope that people will see and use these materials, and feel welcome here, in their library. It is located just inside the front door to your right, and you will find books for babies, children, teens and adults.

Shelly Collins-Fuerbringer, Deputy Director



The outreach season got off to a busy start! Jenny and Elizabeth had a table at the Academy of Lifelong Learners, we have attended a few Farmer's Markets and worked the first UW-EC Summer Cinema event, which takes place most every Wednesday through the end of August. In addition, the Will-Call Team helped staff the first Dabble on the Patio and assisted Youth Services with their drive-in movie program. Finally, the library will have a booth at Pride in the Park for their annual celebration, with great crafts and giveaways for anyone who stops by.

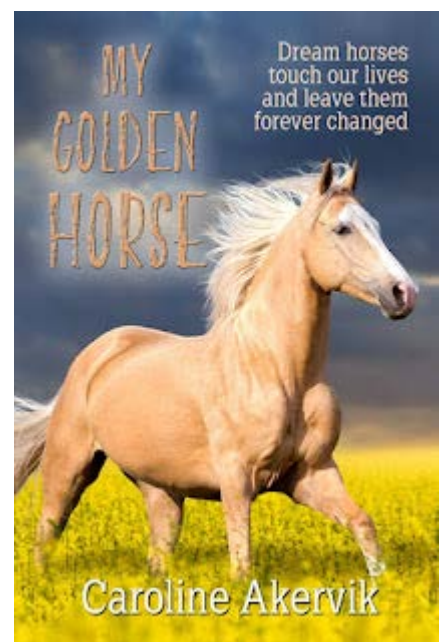
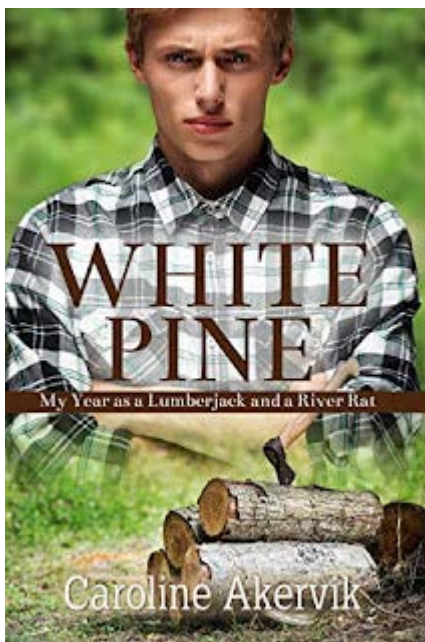
The Desk Backup Team has been created and team members have received training. Training included specifics for each division that will allow the team members to have a basic understanding of the most frequently asked questions and areas and/or equipment where assistance is often needed. Each of the managers carved out time to develop and provide training and their effort is appreciated. We all look forward to seeing how the Backup Team can be of assistance to the public desk divisions.

Kimberly Hennings, Deputy Director



May 19th marked the Friends of the Library Annual meeting, which is always a fun and enjoyable experience. The Friends shared highlights from 2024, elected new Executive Board Members for 2025 and 2026. Sara McIlquham is the incoming Vice President and Colton Ward is the new member-at-large. Gary Pesicka and Esther Moen presented the Distinguished Service Award to Dave and Donna Lehmkuhl for their amazing volunteer work.

Caroline Akervik also gave a presentation, offering interesting insight into her writing process and shared information on her variety of published works, including Young Adult, Middle Grade, Sweet Romance and Horse Stories. She also shared a sneak peek of the cover art for her upcoming book release.



Youth Services
Kelly Witt, Youth Services Manager



May was a month of preparation, creativity, and connection in Youth Services as we geared up for Summer at the Library (SAL). Regular programming was paused so staff could focus on planning, prep, decorating the department and resetting the Play & Learn area. The refreshed space now includes a fishing pond, playground, farmer's market, outdoor theater, and storywalk. Families have embraced the new setup, and children have already treated us to countless impromptu stage performances.



In addition to transforming our space, staff worked diligently to plan events, prep materials, and bring a colorful, festive energy to Youth Services. Thanks to this behind-the-scenes effort, SAL launched with great momentum and enthusiasm. Our promotional video—created by a dedicated staff committee—was shared widely with local schools and families and has already garnered over 26,000 views. You can view it here: <https://youtu.be/2cdSi8ePkhU?feature=shared>

Customer excitement was evident throughout May, with many families asking about SAL sign-ups and programs well before the official launch. We've loved hearing visitors' reactions to our cheerful space and look forward to a joyful and engaging summer season.

Finally, we're excited to welcome Giselle Mosel to the Youth Services Assistant position. Giselle joins us from the Circulation team, where she previously served as a Page. Her enthusiasm and strong work ethic make her a valuable addition—just in time for our busiest season of the year!

Reference Services
Elizabeth Steans, Reference Services Manager



In May, the Reference Services Team (RS) was busy running the Spring Genealogy Series, preparing for the June Maker in Residence, assembling prizes and projects for the Adult Summer at the Library, and so much more.

Jan, RS Coordinator, kicked off the Spring genealogy series focusing on “Genea-ography”, the study of family history and their geographic locations. Jan shares a photo and description from the Genea-ography:

Maps program, “attendees pour over a huge old book of Sanborn maps to find their homes and other recognizable places from Eau Claire, with older attendees sharing memories of buildings that no longer exist, and younger attendees spotting their homes and learning how their house number reflects the pattern of their neighborhood's expansion”.



Bethany, RS Librarian, finalized our June Maker in Residence (MIR). We have welcomed Michael Levenick as our June MIR. Michael Levenick combines circuits, code, and curiosity to make gadgets, games, and general greatness. We’re calling him our “Resident Technomancer.” You can find information on his studio hours [here](#) or view his complete calendar of events [here](#). Bethany has also successfully launched a Spice of the Month program with a focus on handing out prepackaged spices and a pamphlet highlighting a few recipes that include that spice. 525 packets of spices have been distributed since the program’s launch in January!

Jenny, RS Coordinator, reports the current Home Delivery count is 109. She shares an encounter of gratitude with a Home Delivery Service applicant when following up on their application for participating. Jenny reports, “When I called to talk to her about Home Delivery she got choked up and said it had been a couple of years since she read a book because she wasn’t able to come to the library anymore. She asked how much the service cost and how she would return materials. When she heard it was free and a volunteer would take back her returns and bring her new items, she needed a minute before she could talk again.” These are one of the *many* reasons the Home Delivery Program improves the lives of our community members experiencing short and long-term health conditions.

RS program stats for May 2025:

- Spice of the Month, 125 participants
- 8 Dabble Box Open Labs were offered, 350 in attendance
- Amazing ‘Zines – Collage workshop, 19 registrants and 18 attended
- Genea-ography: Maps, 21 in attendance
- Genea-ography: Genealogy Road Trip, 10 in attendance

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

- [From Books to Tents: How the Library Can Help You Connect with Nature](#) by Connor, Reference Services
- [Zines are for Everyone](#) by Christine, Reference Services

RS desk staff answered 1,554 questions in May.

The top five topics include:

1. Ready reference consults (238 transactions)
2. Study room support (211 transactions)
3. MORE-catalog usage (164 transactions)
4. Library Programs/Events (139 inquiries)
5. Interlibrary Loan (134 transactions)

Programming and Communications Services
Isa Small, PCS Manager



Special Note: Melany is retiring at the end of June. Please share your best wishes if you see her before then!



A Picture's Worth 1,000 Words

a note from PCS Coordinator, Melany Bartig

When Melany started her library career as a page in Youth Services nearly 46 years ago, she never imagined she would end up as a programming coordinator, assisting with art exhibits. As someone with absolutely no art background, she quickly learned about the wide variety of mediums and techniques used by artists to express their creativity in their artwork. Over the years, Melany has come to appreciate and admire all of the various mediums. She looks forward to assisting artists with each and every new show.

How does art make it to the library's art gallery?

Artists who are interested in having a show featured in the library's art gallery must submit an art show proposal. The proposal usually includes 10-15 images of their work, a biographical sketch, and an artist statement. The library's Visual Arts Committee reviews the proposal at one of the monthly meetings to determine if the work is a good fit for our gallery space. If the proposal is accepted, the artist is contacted and works with library staff to finalize details for the show.

On installation day, the artists deliver their artwork to the library. Members from the Visual Arts Committee are available to help artists decide where and how pieces are to be hung or placed. It usually takes anywhere from three to five hours to install a show in



the gallery. Some pieces of artwork can present unique challenges to install, such as very large, very small, heavy, or fragile items. But, with the many years of combined installation experience, members of the Visual Arts Committee always seem to find a way to make it work. It never ceases to amaze Melany how all of those pieces of artwork come together to create extraordinary shows in our gallery.

How many art shows are held in the library's gallery each year?

The library features five art exhibits each year, three individual/small group shows and two large group shows. One of the larger group shows is an annual juried exhibit, Wisconsin ArtsWest. The show is juried by a working artist, craftsperson, or qualified staff member from an art museum, gallery, or art department of a university or college. The juror views and selects pieces for the show from over 200 online submissions. Once the accepted pieces have been delivered and installed in the library's gallery, the juror comes to the library to view the pieces in person and from there they select the prize winners. Cash prizes for Best of Show, First, Second, and Third prize along with a number of Honorable Mentions are awarded at a reception for the artists. The juror attends the reception and gives a short talk on their selection process and what they personally look for when choosing pieces for the show. Melany has had the great honor

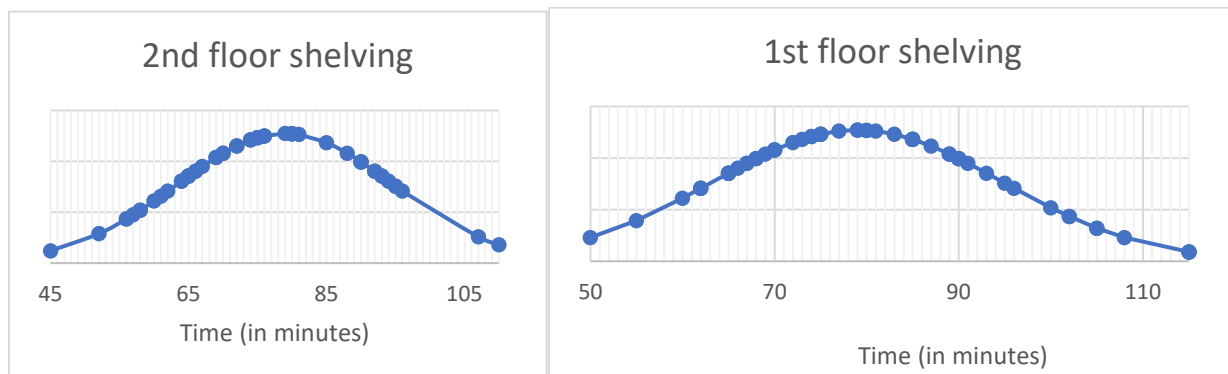
of assisting with a good number of the ArtsWest exhibits over the past years. In 2025, ArtsWest marked its 46th year!

The second of the large group shows is the annual invitational Summer Show. This exhibit features selected artists who are invited to submit one piece of art on a specific theme. The artwork in the show reflects each artist's concept of that theme. This year's summer theme is "It's All Symbolic," and features 39 talented artists. Everyone is invited to stop by the gallery to see each artist's interpretation of that theme. The show runs from June 9 through August 26. The exhibit is worth a look!

Circulation Services
Paula Stanton, Circulation Manager



In May, Circulation staff got busy finishing up their staff metrics and completed ANOTHER strategic plan goal for 2025! Staff metrics were collected to help staff set goals for improvement and to help staff celebrate successes. Future staff will be able to look at the averages collected [shelving time pictured below] to set their own goals and supervisors will be able to objectively assess new employee progress. This contributes to the library-wide goal of “Identify[ing] workflow efficiencies to optimize operations and improve performance.”



Anne, Betty, Megan, Sheila, Tatiana, Tawnie and Trinity attended new staff training day. They heard presentations about the library system, MORE consortium, EAP benefits, de-escalation and communication styles. They also got to enjoy a local lunch and walking tour of nearby establishments.

Several staff members from outside of Circulation also got trained at the Greeter station so that they can be of use if Circulation is short staffed. This plan was put into place by

the public services team after a very illness-ridden winter. We hope this will allow us to continue serving the public in a consistent manner and contribute to a more team-oriented workplace.

Circulation staff all weighed in on ideas for improving the workflow through movement of furniture and items. Lots of ideas were submitted and the Customer Services desk and Circulation Workroom were rearranged to function better – we hope. It was a good end-of-spring-cleaning project.

Technical Services
Lynn Gates, Technical Services Manager



Technical Services staff spent almost all of May preparing for the Community Language Collection, placing orders for Spanish and French books, cataloging and processing all of the incoming titles, and pulling books already in the collection, updating their records and making them look pretty with new labels and Mylar covers.

We also pulled just over 270 microfilm rolls identified by Reference Services staff for weeding in our continued (combined) efforts to update and improve the special collections area to be more customer friendly. The next step is to re-organize the remaining microfilm and update the labels.

I attended the Circulation Pages May meeting to talk about the Community Language Collection and gather ideas from them on what Technical Services could do to help make their jobs easier. When I attended last year, they had lots of great ideas and we updated the biography call numbers based on their suggestions. This year they gave me a few more ideas (including changing our nonfiction graphic novel call numbers and finding better shelving for the read-alongs) and then ranked them to help us prioritize our projects.

Our May displays included “For Fans of...Lessons in Chemistry” and “What’s in a Name?” featuring novels with a character name in the title.

Information Technology
Kris Nickel, Technology Manager



Monthly reports are always a challenge for me, trying to identify particular tasks and projects that I can “make sound interesting”. However, in May I had some awesome “non-IT” things to highlight.

At the beginning of the month, Becky, Barb, and I attended the “Be Your Best” conference, held by our EAP provider, ReaLiving. There were four inspirational speakers, including Michael Perry and Inga Witscher-Orth. We all took away some great tips, and shared lots of laughs.



Barb and I even corralled Inga for our photo. She is absolutely delightful...and a huge fan of libraries! And she makes incredible cheese!

On the 19th, the library hosted its annual open house. My assignment was procuring flowers from Brent Douglas Flowers (which were absolutely beautiful). I then volunteered to assist April at the flower table, which was so very fun!



Financial Notes

Library Board Meeting June 2025

Nancy Kerr, Library Director

All is in order for June, and we are where we expected to be at 5/12 of the way through the fiscal year. We are at 48.2% expenditures rather than 42% (5/12), as some large expenditures are paid at the beginning of the year.

At this time, we are awaiting concrete numbers from the City about what we expect to receive. The City amount includes our portion of revenue from the General Fund, plus anything we may receive from Net Construction. We are basing tentative budget predictions on NNC being lower this year than last year. I will provide much more info at next month's meeting.

LE PHILLIPS MEMORIAL PUBLIC LIBRARY
2025 YTD BUDGET REPORT - Operating Revenue
For the Period Ended May 31, 2025

OBJ #	ACCOUNT NAME	2025 BUDGETED REVENUE	ACTUAL YTD REVENUE	RE- CEIVABLE	REMAINING UNCOLLECTED	% COLLECTED
PUBLIC LIBRARY REVENUE						
4330	Library Fines & Miscellaneous Revenue	2,700.00	1,325.38	-	1,374.62	49.1%
4398	Other Penalties (Collection Agency)	3,200.00	1,593.42	-	1,606.58	49.8%
4451	Electronic Copy Revenue	8,500.00	4,586.32	-	3,913.68	54.0%
4452	Copier Revenue	1,650.00	793.97	-	856.03	48.1%
4562	Vending Commission	350.00	197.93	-	152.07	56.6%
4602	Service to Eau Claire County	1,052,036.00	526,017.50	-	526,018.50	50.0%
4608	IFLS	23,000.00	11,500.00	-	11,500.00	50.0%
4608	IFLS - High Demand Holds	2,100.00	2,901.51	-	(801.51)	138.2%
4798	Misc. Service Revenues (Act 150)	315,000.00	315,359.68	-	(359.68)	100.1%
4802	Interest Allocation	3,300.00	633.19	-	2,666.81	19.2%
4834	Misc. Library Sales - Taxable	1,400.00	337.47	-	1,062.53	24.1%
4836	Grant Revenue	-	12,000.00	-	(12,000.00)	
4850	Gift Revenue	19,734.24	18,531.04	-	1,203.20	93.9%
4852	Misc. Reimbursements-Lost Items	18,000.00	6,050.08	-	11,949.92	33.6%
4858	Prior Year Refund	-	296.80	-	(296.80)	
4898	Miscellaneous Revenue	16,800.00	2,842.44	-	13,957.56	16.9%
5102	General Property Tax-City tsf from GF	4,716,574.00	4,716,574.00	-	-	100.0%
		<u>\$ 6,184,344.24</u>	<u>\$ 5,621,540.73</u>	<u>\$ -</u>	<u>\$ 562,803.51</u>	90.9%
5580	Fund Balance Used for Operating	225,000.00	-	-	225,000.00	0.0%
5586	Fund Balance Used - Donations Carryover	135,926.90	-	-	135,926.90	N/A
5590	Fund Balance Used for CIP	-	-	-	-	N/A
	TOTAL REVENUE	<u><u>\$ 6,545,271.14</u></u>	<u><u>\$ 5,621,540.73</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 923,730.41</u></u>	85.9%

OBJ #	ACCOUNT NAME	2025 APPROP.	ACTUAL YTD EXPENDED	ENCUM- BRANCES	AVAIL. BUDGET	% USED
PUBLIC LIBRARY EXPENDITURE						
6010	Payroll Wages	\$ 3,013,690.00	\$ 1,166,675.11		\$ 1,847,014.89	38.7%
6030	Special Pays				-	#DIV/0!
6040	Employer Paid Benefits	231,347.00	85,578.93		145,768.07	37.0%
6042	WRS (ER)	182,897.00	71,572.25		111,324.75	39.1%
6043	Health insurance-Employer	544,640.00	206,456.69		338,183.31	37.9%
6047	Health insurance Deductible	28,118.00	9,372.68		18,745.32	33.3%
6051	Retiree Health Insurance	65,516.00	27,326.52	47,868.48	(9,679.00)	114.8%
6052	Retiree Health Care Deductible	3,515.00	1,171.68		2,343.32	33.3%
6055	Vision Insurance		-		-	
6096	Auto Allowance	500.00	164.50		335.50	32.9%
6099	Misc. Reimbursements		-		-	N/A
6108	Unemployment Compensation		-		-	N/A
6110	Postage & Shipping	17,000.00	4,197.59	10,821.77	1,980.64	88.3%
6112	Computer Service Charges	165,000.00	72,569.42		92,430.58	44.0%
6116	Binding	-	-		-	N/A
6118	Advertising	22,125.00	4,479.78		17,645.22	20.2%
6120	Auditing	3,200.00	1,304.15		1,895.85	40.8%
6122	Cataloging				-	N/A
6126	Repairs & Maintenance to Auto	1,500.00	6,852.34		(5,352.34)	456.8%
6128	Repairs to Tools & Equip	500.00			500.00	N/A
6134	Lab/Medical Testing				-	N/A
6138	Equipment Rental				-	N/A
6142	Other Rental				-	N/A
6150	Special Services	8,000.00	1,555.10	5,159.90	1,285.00	83.9%
6153	Convenience Fees	1,700.00	1,026.29	-	673.71	60.4%
6156	Professional Services	-		-	-	#DIV/0!
6160	Staff Training/Conference	23,500.00	7,158.14		16,341.86	30.5%
6162	Membership Dues	2,001.00	435.00	-	1,566.00	21.7%
6166	Recruitment Expenses	2,500.00	527.32		1,972.68	N/A
6198	Miscellaneous Contractual	227,051.00	138,849.17	4,462.48	83,739.35	63.1%
6210	Telephones	16,000.00	3,854.59	3,868.53	8,276.88	48.3%
6306	License & Permits				-	N/A
6308	Special Assessments	200.00	-		200.00	0.0%
6350	Liability & Property Insurance	31,000.00	11,466.68		19,533.32	37.0%
6398	Insurance Claims Reimbursement	(3,600.00)	(3,585.34)		(14.66)	N/A
6402	Office, AV, Library Supplies	53,450.00	10,698.64		42,751.36	20.0%
6405	Awards & Trophies	570.00	-		570.00	0.0%
6406	Library Program Supplies	13,500.00	3,382.32		10,117.68	25.1%
6409	Library Materials	411,499.00	171,474.75	-	240,024.25	41.7%

OBJ #	ACCOUNT NAME	2025 APPROP.	ACTUAL YTD EXPENDED	ENCUM- BRANCES	AVAIL. BUDGET	% USED
6415	Lost/Damaged Collection Materials	17,899.00	4,623.83	-	13,275.17	25.8%
6450	Gasoline	1,600.00	478.87		1,121.13	29.9%
6464	Bldg Materials/Janitorial Supplies				-	N/A
6490	Equipment Purchases < \$5000	58,000.00	27,663.27	-	30,336.73	47.7%
6496	Gift & Grant Expenditures	155,661.14	22,124.59	4,733.00	128,803.55	0.0%
6498	Other Materials & Supplies	500.00	-		500.00	0.0%
6802	Capital Purchases					0.0%
7020	Transfer to Debt Service	\$ 861,874.00	861,877.75	-	(3.75)	100.0%
7044	Transfer to Library Capital Projects				-	N/A
		<u>\$ 6,162,453.14</u>	<u>\$ 2,921,332.61</u>	<u>\$ 76,914.16</u>	<u>\$ 3,164,206.37</u>	<u>48.7%</u>

OBJ #	ACCOUNT NAME	2025 APPROP.	ACTUAL YTD EXPENDED	ENCUM- BRANCES	AVAIL. BUDGET	% USED
LIB CUSTODIAL EXPENDITURE						
6010	Payroll Wages	\$ 120,930.00	\$ 48,537.92		\$ 72,392.08	40.1%
6020	Payroll Overtime	8,000.00	2,007.91		5,992.09	25.1%
6030	Special Pays	600.00	263.42		336.58	43.9%
6040	Employer Paid Benefits	9,909.00	3,612.15		6,296.85	35.3%
6042	WRS (ER)	8,099.00	3,498.43		4,600.57	191.4%
6043	Health Ins (ER)	25,683.00	15,504.31		10,178.69	1.8%
6047	Health Insurance Deductible	1,395.00	465.00		930.00	33.3%
6128	Repairs to Tools & Equipment	300.00	-		300.00	0.0%
6130	Repairs to Buildings	33,600.00	7,676.37	-	25,923.63	22.8%
6144	Laundry & Dry Cleaning				-	N/A
6150	Special Services	14,000.00	3,977.10	5,613.30	4,409.60	68.5%
6198	Miscellaneous Contractual	52,000.00	557.75	24,424.58	27,017.67	48.0%
6202	Electricity	76,000.00	23,870.04		52,129.96	31.4%
6208	Gas Service	1,702.00	564.11		1,137.89	33.1%
6215	Garbage Service	5,800.00	2,416.65		3,383.35	41.7%
6252	Water Service	2,700.00	504.05		2,195.95	18.7%
6254	Sewer Service	1,700.00	782.32		917.68	46.0%
6256	Storm water Charges	1,400.00	355.00		1,045.00	25.4%
6442	Safety Equipment	-	15.89		(15.89)	#DIV/0!
6460	Repair Part & Supplies	3,000.00	999.31		2,000.69	0.0%
6464	Building Materials & Janitorial Supplies	16,000.00	9,891.78	-	6,108.22	61.8%
6490	Equipment Purchases	-	-	-	-	N/A
		<u>\$ 382,818.00</u>	<u>\$ 125,499.51</u>	<u>\$ 30,037.88</u>	<u>\$ 227,280.61</u>	<u>40.6%</u>
TOTAL EXPENSES		<u><u>\$ 6,545,271.14</u></u>	<u><u>\$ 3,046,832.12</u></u>	<u><u>\$ 106,952.04</u></u>	<u><u>\$ 3,391,486.98</u></u>	<u><u>48.2%</u></u>

LE PHILLIPS MEMORIAL PUBLIC LIBRARY
LTD CAPITAL IMPROVEMENT BUDGET REPORT
For the Period Ended May 31, 2025

OBJ #	ACCOUNT NAME	2025 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)	\$ (6,102,912.28)		(2,397,087.72)	
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>\$ (7,049,311.09)</u>	<u>\$ -</u>	<u>\$ (13,508,700.91)</u>	
6198	MISC CONTRACTUAL SERVICES	-	48,562.17	-	(48,562.17)	
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>\$ 19,725,165.56</u>	<u>\$ -</u>	<u>\$ 832,846.44</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		\$ (20,608,012.00)	\$ (7,049,311.09)		\$ (13,558,700.91)	
TOTAL EXPENSE - FUND 490		<u>\$ 20,673,012.00</u>	<u>\$ 19,779,016.84</u>	<u>\$ -</u>	<u>\$ 893,995.16</u>	
TOTAL - FUND 490		<u>\$ 65,000.00</u>	<u>\$ 12,729,705.75</u>	<u>\$ -</u>	<u>\$ (12,664,705.75)</u>	

May 2025 by the Numbers



PEOPLE

VISITORS: 19,294 Total this Month; 105,513 YTD

CARDHOLDERS: 21,268 City Residents; 31,791 Total Card Holders

CIRCULATION: 50,661 Total this Month; 243,655 YTD

CHILDREN'S (BIRTH–11): 15,994 Total this Month; 83,418 YTD

HOME DELIVERY: 516 Total this Month; 2,548 YTD



CHECKOUTS

BORROWED FROM MORE LIBRARIES:

6,133 Total this Month; 34,255 YTD

LOANED TO MORE LIBRARIES: 4,694 Total this Month;
27,178 YTD

INTERLIBRARY LOANS: 180 Incoming; 24 Outgoing



ONLINE

ACCESS TO TECHNOLOGY: 7,111 Public Wireless Internet Users;
1,490 PCS sessions; 158,200 Website Engagements

USE OF ELECTRONIC MATERIAL: 8,271 E-Books;
10,211 E-Audiobooks; 135 E-Videos; 21,108 E-Databases



PROGRAMS

AGES 0–5: 5 Programs this Month; 599 Attendees this Month;
4,503 Attendees YTD

AGES 6–11: 16 Programs this Month; 2,231 Attendees this Month;
5,620 Attendees YTD

AGES 12–18: 5 Programs this Month; 491 Attendees this Month;
915 Attendees YTD

AGES 19+: 3 Programs this Month; 48 Attendees this Month;
424 Attendees YTD

ALL AGES: 9 Programs this Month; 850 Attendees this Month;
2,264 Attendees YTD

EXHIBITING PARTNER AGREEMENT

This Exhibition Agreement ("Agreement") is made on this 2/19/25, by and between the Wisconsin Historical Society (hereafter "WHS") and the City of Eau Claire (hereafter "CEC"). Each of WHS and CEC may be referred to herein as a "Party."

AGREEMENT

1. EXHIBITION DATES

This Exhibition is anticipated to occur between 6/30/25 and 9/30/25. These dates are tentative and subject to change with approval by both parties. Partner must notify WHS at least fourteen days prior to the opening date with any requests for change in venue dates.

The Exhibition will be open to the public at the Venue during the following dates, which dates shall be subject to change with the prior written approval of WHS:

Opening Date	7/1/25
Closing Date	9/30/25

2. TRANSPORTATION AND ASSEMBLY RESPONSIBILITIES

- 2.1. All transportation and deliveries of WHS installation will be made by a shipper designated or approved by WHS.
- 2.2. WHS will make arrangements for assembly and cover the costs of transporting the installation to the Venue. WHS will also make arrangements and cover the costs of transporting the installation back to Madison.

3. CONDITION REPORTS

- 3.1. The Venue will inspect and produce an inventory and condition report for each WHS installation component: (i) upon unpacking of the Item at delivery at the Venue; (ii) upon packing of the Item for shipment from the Venue; (iii) in the event of any damage to the Item during the Exhibition.
- 3.2. In the event of damage to or loss of a WHS installation component: (i) the Venue will immediately notify WHS; (ii) the Venue will, as soon as practicable, deliver a written description of damages and the circumstances giving rise thereto along with photos or video of said damages and will reasonably cooperate with Society and its insurer in processing any insurance claim. Please contact Sara Batkie at sara.batkie@wisconsinhistory.org to report any damage to components.

4. DISPLAY OF EXHIBITION

- 4.1. The Venue agrees to show the Exhibition in a suitable manner and place subject to approval by WHS representatives. WHS agrees to comply with any reasonable conditions placed on the manner and place of exhibit imposed by the Venue. All Exhibition packing and unpacking shall be carried out only by the Parties' personnel and only by such personnel as are trained in handling and packing.
- 4.2. Any adjustments or changes that need to be made to the exhibition display, including the moving of any components, will be done in consultation with WHS. Please contact Sara Batkie at sara.batkie@wisconsinhistory.org to request any adjustments to display.

5. PUBLICITY, PROMOTION, AND CREDIT LANGUAGE

- 5.1. WHS will create all graphics and promotional materials for all installations, and will provide necessary logos and credit lines. The Venue agrees to follow the guidelines put forth in the style guide where reasonable, including but not limited to prominent placement of credit lines and logos on all printed and digital promotional materials created by the Venue.

Partner Signature: _____

Date: _____





Number: 1
Category: Customer Relations

Policy Title: ACCESS TO THE LIBRARY
Date adopted: 9/15/05
Date amended: 6/20/19, 6/19/25
Date last reviewed: 3/17/226/19/25

In order to promote a worthwhile and satisfying library experience to all its customers, the L.E. Phillips Memorial Public Library strives to provide convenient and easy access to its facility for all library customers. To this end, the Library has established these rules of conduct to promote safe, healthy and barrier-free access to the building. The Library staff shall make every effort to apply these rules in a fair, humane and positive manner for the benefit of all.

The following is prohibited on library property:

- 1) Interfering with the free passage of library customers or staff in or on the library premises, including congregating in or around entrances, exits and/or stairways
- 2) Loitering
- 3) Parking bicycles, skateboards, or other personal transportation devices that in any way interferes with entering or exiting the library

All conduct which is considered disruptive and which is more fully described in the policy on Appropriate Library Behavior is prohibited.

Customers are encouraged to report disruptive behavior to library staff.

In part, library staff will use Eau Claire City Ordinance 9.56.050 Public Good Order to enforce this policy:

"It is unlawful for any person or persons to stand, loiter or congregate in any street or upon any sidewalk, bridge, crossing or other public place so as to obstruct the same, or to hinder, prevent or annoy persons passing or attempting or desiring to pass therein or thereupon or into or out of any building, private or public; nor shall any person make remarks, gestures, noises, signs or the like to disturb, annoy or insult any person being upon or passing along any street, sidewalk, bridge, crossing or other public place, or along, into or out of any public carrier, provided that this section shall not apply to acts made lawful by section 103.53 of the statutes of Wisconsin." (Section 103.53 of the Wisconsin Statutes has to do with labor disputes.)

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Policy Title: ELECTRONIC COMMUNICATIONS

Date adopted: 10/18/12

Date amended: 11/19/15; 11/15/18; 6/19/25

Date last reviewed: 11/18/21 6/19/25

The following is the policy of the L.E. Phillips Memorial Public Library ("Library") with respect to the use of electronic communications systems. These electronic communications systems are provided by the Library for the conduct of Library business. All employees shall comply with this policy. For the purpose of this policy, all technology refers to any technology provided by the Library, including computer systems, communication networks, Internet, company-related work records and other information stored or accessed electronically.

1. Any technology shall be used in a manner that is thoroughly professional and in the best interest of the Library. All data, communications and information, including information transmitted or stored on the electronic systems of the Library is the property of the Library and subject to inspection and monitoring at any time.
2. The Library retains the right to access, examine or disclose any material transmitted on its electronic systems, including e-mail sent or received. As such, passwords are not a guarantee of confidentiality or privacy. By accepting the grant of access to Library electronic systems, the employee shall be deemed to have authorized such right to access, examine, and disclose material.
3. All users of technology should be aware that communications on the Internet and by e-mail may be subject to the Wisconsin Open Records Law and open to disclosure under the provisions of that law. They should be treated in the same manner as any written or printed document.
4. Technology shall be used in an appropriate and businesslike manner at all times.
5. The Library expects that you will reserve personal use of technology for designated break periods. However, the Internet or personal devices may be used for incidental personal purposes, subject to the constraints and conditions contained in this policy, provided that:

- a. such use does not directly or indirectly interfere with the Library operation of computing facilities or e-mail services
 - b. such use does not burden the Library with noticeable incremental cost
 - c. such use does not interfere with the user's employment or other obligations to the Library, and
 - d. such use is from the employee's work station or personal device. Such personal use shall be strictly at the risk of the person engaging in the personal use.
6. Each user of technology shall comply with all of the following:
- a. Protect individual user IDs and passwords from unauthorized use and maintain safe password practices.
 - b. Access only data and files that are owned by the user, or data and files to which the user has been given explicit authorized access.
 - c. Use copyrighted material in accordance with copyright law, abide by the provisions of any applicable license agreements and respect the intellectual property of others.
 - d. Abide by Internet usage guidelines, including all amendments to the guidelines.
 - e. Abide by the Library's social media guidelines, including all amendments to the guidelines.
7. Technology provided shall not be used for any of the following purposes:
- a. The creation or transmission of material which is designed or likely to cause annoyance, inconvenience or needless anxiety.
 - b. The creation, receipt or accessing of offensive messages, including racial or sexual slurs, and obscene, abusive, vulgar and other inappropriate language.
 - c. The creation or transmission of defamatory material.
 - d. The transmission of unsolicited commercial or advertising material to other persons or organizations.
 - e. To deliberately gain unauthorized access to facilities or services accessible by the Library network or integrated library system (ILS).
 - f. To deliberately access, view, obtain, send or create any "adult entertainment," sexually explicit material, or pornographic material unless it is part of a work-related, manager-approved investigation of alleged inappropriate conduct.
8. Technology users shall not do any of the following:
- a. Use another person's files, systems, software or data without permission.
 - b. Use work email account for personal correspondence or creation of personal accounts. Examples include: personal subscriptions, job applications, or online purchases.
 - c. Attempt to circumvent or subvert system security measures.
 - d. Use Library systems for political purposes, including, but not limited to, using e-mail to circulate advertising for political candidates.
 - e. Make or use illegal copies of copyrighted software or store or transmit such copies on Library systems.

- f. Use the technology to harass, intimidate or otherwise annoy another, including, but not limited to, broadcasting unsolicited messages or sending unwanted mail after being advised it is unwanted.
- g. Use the Library network or integrated library system (ILS) in a manner not authorized by the Library to gain commercial or personal profit or advantage, including, but not limited to, selling lists of names, addresses, telephone numbers or other information generated from Library files.
- h. Use the Library network or integrated library system (ILS) to seek information on staff or customers that is not work-related.
- i. Transmit, obtain or create any messages through the electronic messaging systems of the Library that espouses or promotes any of the following:
 - i. Discrimination on account of race, creed, color, handicap, marital status, sex, national origin or ancestry
 - ii. Sexual harassment
 - iii. Copyright infringement
 - iv. Personal political beliefs
 - v. Personal business interests
 - vi. Outside organization or other non-job-related solicitations.
- j. Use the Internet for any purpose which would be a violation of any City of Eau Claire ordinance or state or federal law.
- k. Engage in vandalism of the system, including, but not limited to, any malicious attempt to harm, modify or destroy computer hardware, data of another user, the Internet, integrated library system (ILS), or any of the other networks that are connected to the electronic system of the Library. Vandalism shall include the uploading or creation of or propagating computer viruses, disrupting services, or damaging files.

Violation of the terms and conditions contained in this policy may result in discipline, up to and including discharge, and termination or limitation of access of the violator to the Internet or the electronic systems of the Library.