

*****ATTACHMENTS*****

Minutes
Mead Public Library
Board of Trustees
March 17, 2016

A meeting of the Mead Public Library (MPL) Board of Trustees was held on Thursday, March 17, 2016 in The Loft. Present Board of Trustee members were Maeve Quinn, presiding, Chris Campe, Dave Hoffman, Henry Nelson and Dirk Zylman. Staff members present: Debbie DeAmico, Garrett Erickson, Diane Kallas, Lauren Richmond and Melissa Prentice. Board of Trustee members absent: Kathie Norman, Nancy Mannchen and Kevin Anderson.

1. OPENING OF MEETING:

- 1.1 CALL TO ORDER AND DETERMINATION OF QUORUM. Quinn called the meeting to order at 3:48 p.m. She determined there was a quorum present.
- 1.2 PLEDGE OF ALLEGIANCE. Quinn led the Pledge of Allegiance.
- 1.3 PUBLIC COMMENT [5 PEOPLE AT 5 MINUTES EACH] (PLEASE SIGN IN PRIOR TO MEETING).
- 1.4 APPROVAL OF MINUTES. Nelson moved to approve the minutes from the February 25, 2015 meeting; Hoffman seconded the motion. The motion passed.
- 1.5 CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REPORTS. Erickson reviewed the City of Sheboygan Building Use Committee meeting which took place on Wednesday, February 24th. He stated that the library had several stakeholders in attendance and that the committee came to the conclusion that renovating the current city hall building would be the final recommendation to the common council. He then talked about the subsequent City of Sheboygan Committee of the Whole meeting on Monday, March 14th which focused on the recommendation put forth by the Building Use Committee. Most of the council members seemed to indicate their preference for finding a less expensive alternative to renovating the city hall at an approximate cost of \$11 Million. The decision has now been referred back to the strategic fiscal committee to determine how much the council is willing to spend on any of the options for renovating or building a new city hall.

Quinn stated that Darryl Hofland, current City Administrator for the Village of Grafton will be the new City Administrator for the City of Sheboygan. He will begin his new role in mid-April.

2. COMMITTEE REPORTS

- 2.1 FINANCE COMMITTEE. Report of 3/17/2016 Finance Committee Meeting. Zylman reported the financial status as of this reporting period. DeAmico informed the Board of all donations received for this reporting period. He also

stated that the committee is working towards prioritizing the recommendation of capital projects and will be bringing that list to the April meeting.

- 2.2 FINANCE REPORT. REVIEW AND APPROVE PAYMENT OF EXPENDITURES (INCLUDING Payroll) and special revenues (including grants) 2. RECEIVE MONTHLY 2016 BUDGET STATUS REPORT TO DATE (AVAILABLE AT MEETING) 3. REPORT OF GIFTS RECEIVED.** Zylman **moved** to approve payment of expenditures including payroll and recurring expenses. Nelson **seconded** the motion. The motion **passed.**

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- 3.1 DISCUSSION AND POSSIBLE RECOMMENDATION TO BOARD OF TRUSTEES – 2015 MPL ANNUAL FINANCIAL & 850 FUNDS REPORT**

Zylman **moved** to authorize the transfer of the balance of the 850 account into the HC Denison investment account. Nelson **seconded** the motion. The motion **passed.**

- 3.2 DISCUSSION ON THE FORMULATION OF THE 2017 BUDGET**

Erickson reports that the library was directed by the city administrator to create a flat budget again. It will look very similar to the 2016 budget.

Quin reports that she shared with the City Finance committee that she didn't feel submitting a flat budget would be possible without effecting library services. The committee appreciated her comments but with the economy the way it will be for the next few years, it makes budgeting a challenge. She also stated that she feels hours and staff are always at the brunt end of financial constraints. Our budget should reflect what we feel is appropriate to meet the needs of the community. Committees are currently researching various numbers so we can accurately back-up our budget.

Zylman **moved** to approve the amounts as requested. Hoffman **seconded**. The motion **passed.**

- 3.3 UPDATE ON THE CURRENT MERGER NEGOTIATIONS BETWEEN EASTERN SHORES LIBRARY SYSTEM AND MID-WISCONSIN LIBRARY SYSTEM**

Erickson reported that the goal is to have a decision on the Washington/Dodge County merge by June. They are currently working through issues with a trained facilitator. They are now working through standards. There are differing opinions with many directors wanting to retain local control. He also reported that our three conditions have yet to be addressed but are on the table for upcoming discussion.

Nelson stated that the overall tone is that Mid-Wisconsin is amenable to the major details. ESLS isn't being consistent.

- 3.4 DISCUSSION ON STRATEGIES TO ATTRACT MORE RESIDENTS TO USE LIBRARY SERVICES**

Erickson stated that last fall the library had been working with a local woman who was doing pro-bono work with us on re-branding and it was clear at the time that

what we are accomplishing at the library isn't getting out to the public. It's a critical time for library perception to be updated.

Nelson suggested that a strategic poll would be a good way to find out what people want before making additional changes.

Campe reported that the library calendar is now on the district website and suggested that card sign-up during school registration in August would be a perfect opportunity to connect with a captive audience.

Hoffman commented that the BID hears concerns about safety regularly and that they are making strides to deal with the issues. They currently purchased outdoor speakers to pipe music in an attempt to create a safe and welcoming environment outside the library.

4. DIRECTOR'S REPORT

4.1 NEW WEBSITE PRESENTATION

Erickson reported that the library staff have signed off on a new library website to be unveiled the week of Monday, March 21st. The new website is much more visual in nature and is designed with mobile users in mind.

4.2 UPDATE ON PROGRAMMING

4.3 FEBRUARY STATISTICS

5. LAISON REPORTS

5.1 EASTERN SHORES LIBRARY SYSTEM – HENRY NELSON

5.2 MEAD PUBLIC LIBRARY FOUNDATION – MAEVE QUINN\KATHIE NORMAN.

5.3 FRIENDS OF THE MEAD PUBLIC LIBRARY – LAUREN RICHMOND.

6. UPCOMING MEETINGS

6.1 Library Board - Finance Committee (4/28/2016 @2:30 pm)

6.2 Board of Trustees (4/28/2016 @3:45 pm)

7. Adjourn

7.1 At 5:16pm Quinn adjourned the meeting due to no longer having a quorum. Items 4.2 through 6.2 were not discussed.

SUBJECT: May 2016 EVENTS AT MEAD PUBLIC LIBRARY
FOR MORE INFORMATION: HELENE CAPIZZI, 459-3400, ext. 3418 or
Helene.Capizzi@meadpl.org

Monday, May 2: Monday Movie Matinee at Mead Public Library at 1:30 p.m. in the Rocca Meeting Room will feature a movie from 2013. For title information, call 459-3400, ext. 3422, or check the library calendar at www.meadpl.org.

Tuesday, May 3: City of Sheboygan History Scan Day at Mead Public Library from 9 a.m. to 8 p.m., by appointment only. Bring photos and other items related to the City of Sheboygan to be scanned. Items will be returned and participants will receive a digital copy to keep. Call 459-3400, ext. 3422, for more information or an appointment.

Tuesday, May 3: Mead Public Library will offer a book discussion group, "Books on Tap," at Urbane, 1231 N. 8th St. in Sheboygan. The discussion will begin at 6 p.m. and will feature the book "The Bees" by Laline Paul. No registration required. For more information call 459-3400, ext. 3422.

Wednesday, May 4: Free Wii drop-in gaming for grades 2-6 in the Story Garden at Mead Public Library, 3:15 to 5 p.m. For more information, call 459-3400, ext. 3404.

Wednesday, May 4: LEGO Club at Mead Public Library for children K-6, 3:15 to 4:30 p.m. Work alone or with others. The library has a supply of LEGOs, so children should not bring any along. For more information, call 459-3400, ext. 3404.

Wednesday, May 4: Preschool Storytime will be held at 9:30 a.m. and 10:30 a.m. at Mead Public Library, in the Story Garden. Today's theme is "Under the Sea." For more information, call 459-3400, ext. 3404.

Thursday, May 5: Tina Nohl from the Wreath Factory at Otter Creek will demonstrate and discuss making seasonal floral arrangements at a free program at Mead Public Library at 1 p.m. Call 459-3400, ext. 3422, for more information.

Thursday, May 5: "Make It @ Mead" will feature t-shirt crafts including a fringe top, head wrap, pillow, or plant hanger. Bring a shirt to recycle if you'd like. This is a drop-in program, while supplies last, for older children, teens and adults, held from 5 to 7:30 p.m. in The Loft at Mead Public Library. Call 459-3400, ext. 3422, for more information.

Thursday, May 5: Book discussion group led by Joe Milicia, Professor Emeritus of English at UW-Sheboygan, at 2 p.m. at Mead Public Library. The book is "The Piano Shop on the Left Bank" by Thad Carhart. Call 459-3400, ext. 3422, for more information.

Monday, May 9: Monday Movie Matinee at Mead Public Library at 1:30 p.m. in the Rocca Meeting Room will feature a classic movie from 1944. For title information, call 459-3400, ext. 3422, or check the library calendar at www.meadpl.org.

Monday, May 9: "Faith," the Horizons4Girls therapy dog, will be at Mead Public Library and children may come and read to her in the Story Garden from 6 to 7 p.m. Faith is a small "teddy bear" dog, a Shih Tzu/Bichon Frise mix. For more information, call 459-3400, ext. 3404.

Tuesday, May 10: Nonfiction book discussion will feature "Born to Run" by Christopher McDougall at Mead Public Library. It will be held at 5:30 p.m. in The Loft, on the third floor of the library, and will be led by Leighanne Metter-Jensen. Call 459-3400, ext. 3422, for more information.

Tuesday, May 10: Program by herbalist Linda Conroy, "Herbs for Nourishment and Health" at 6 p.m. at Mead Public Library. A virtual herb walk will be followed by a demonstration. The first 20 participants will make an infused vinegar to take home. Call 459-3400, ext. 3422, for more information.

Wednesday, May 11: Preschool Storytime will be held at 9:30 a.m. and 10:30 a.m. at Mead Public Library, in the Story Garden. The theme is "Birds of a Feather." For more information, call 459-3400, ext. 3404.

Wednesday, May 11: Science-4-Fun at Mead Public Library at 3:30 p.m. for grades 1-6. Hands-on learning about science with Dr. Angelika Henke of Elementastic Science. Space is limited and children must be on time. Today's theme is color explosions. Call 459-3400, ext. 3404, for more information.

Thursday, May 12: Spanish/English Conversation Groups for Teens and Adults and Mead Public Library, 6 to 7 p.m. in the Rocca Meeting Room. Improve your fluency in either language by conversing with other speakers of both English and Spanish. Participants will be divided into groups by skill level to speak while playing a game or doing an activity. A guide fluent in both languages will be available to aid each group. No registration required. For more information, call 459-3400, ext. 3422.

Thursday, May 12: Mead Public Library's Book to Art Club will meet at the library from 6 to 7:30 p.m. The book selection is "The Girl with All the Gifts" by M. R. Carey. The goal of this program is to explore literature through discussion and hands-on creative projects. Art supplies will be provided or participants may bring their own. Call 459-3400, ext. 3422, for more information.

Thursday, May 12: Mead Public Library will offer one-on-one computer help from 1 to 2 p.m. Learn basic computer use, e-mail, downloading and Internet skills. To make an appointment for help at a different time, or for more information call 459-3400, ext. 3422.

Monday, May 16: Monday Movie Matinee at Mead Public Library at 1:30 p.m. in the Rocca Meeting Room will feature a 1943 classic. For title information, call 459-3400, ext. 3422, or check the library calendar at www.meadpl.org.

Tuesday, May 17: Academy Talk at Mead Public Library, "The Waters of Wisconsin: Sustaining Our Aquatic Ecosystems and Resources" by conservation biologist Curt Meine at 7 p.m. Reception with speaker at 6 p.m. Hosted by the Mead Public Library Foundation. For more information, call 459-3400, ext. 3422.

Wednesday, May 18: Preschool Dance party will be held at 9:30 a.m. and 10:30 a.m. at Mead Public Library. Songs and fun for young children. For more information, call 459-3400, ext. 3404.

Wednesday, May 18: Art4Fun program at Mead Public Library for grades 2-6, at 3:30 p.m., in the Mead Children's Activity Room. Artist Mary Tooley will have a learning session about a topic and then show an art project that children will make. All supplies included. Call 459-3400, ext. 3404, for more information.

Wednesday, May 18: Poetry Circle at Mead Public Library at 6:15 p.m., led by Karl Elder, professor of creative writing at Lakeland College. Bring along poetry from any time period to read and discuss, including your own. The program will be held in The Loft, on the third floor of the library. Call 459-3400, ext. 3422, for more information.

Thursday, May 19: City of Sheboygan History Scan Day at Mead Public Library from 9 a.m. to 8 p.m., by appointment only. Bring photos and other items related to the City of Sheboygan to be scanned. Items will be returned and participants will receive a digital copy to keep. Call 459-3400, ext. 3422, for more information or an appointment.

Thursday, May 19: A fiction book discussion group meeting at Mead Public Library will feature "Dept. of Speculation" by Jenny Offill. It will be held at 6:30 p.m. in The Loft, on the third floor, and will be led by Kim Dalhaimer, reference librarian. Call 459-3400, ext. 3422, for more information.

Thursday, May 19: Second lecture in the free "History of the City of Sheboygan" series at Mead Public Library at 6 p.m. The Presenter is Beth Dippel, executive director of the Sheboygan County Historical Research Center. Her topic is "Sheboygan's Lakefront and Riverfront, A City Defined by Water." Call 459-3400, ext. 3422, for more information.

Friday, May 20: Teens, grades 6-12, experiment with an Arduino or watch a demo of a 3D printer at Mead Public Library from 3 to 5 p.m. Arduino is an open-source electronics platform used to make interactive projects. In the third floor Teen Learning Center. For information, call 459-3400, ext. 3440.

Monday, May 23: Monday Movie Matinee at Mead Public Library at 1:30 p.m. in the Rocca Meeting Room will feature a 2015 movie. For title information, call 459-3400, ext. 3422, or check the library calendar at www.meadpl.org.

Wednesday, May 25: Free Wii drop-in gaming for grades 2-6 in the Story Garden at Mead Public Library, 3:15 to 5 p.m. For more information, call 459-3400, ext. 3404.

Wednesday, May 25: Young people may drop in to play chess at Mead Public Library from 3:30 to 5 p.m. in the Landwehr Children's Library Center. Anyone wanting to learn chess should come at 3:30 for instruction. While geared toward kids, all ages are welcome. For more information, call 459-3400, ext. 3404.

Thursday, May 26: Spanish/English Conversation Groups for Teens and Adults and Mead Public Library, 6 to 7 p.m. in the Rocca Meeting Room. Improve your fluency in either language by conversing with other speakers of both English and Spanish. Participants will be divided into groups by skill level to speak while playing a game or doing an activity. A guide fluent in both languages will be available to aid each group. No registration required. For more information, call 459-3400, ext. 3422.

Mead Public Library programs are free with funding provided by the Friends of Mead Public Library and the Mead Public Library Foundation. To request a sign language interpreter or other assistance, e-mail to meadweb@meadpl.org at least seven days in advance. Library staff may take photos or tape public programs. Let a staff member know if you do not want to participate.

MEAD PUBLIC LIBRARY - 2016 FINANCIAL REPORT - Administrative Services 25551100

Month: April, Account Balances as of: March 10, 2022 4:43 PM

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		241,506.00	69,117.10	172,388.90	28.62
	SUB TOTAL		241,506.00	69,117.10	172,388.90	28.62
510310	FICA		14,974.00	4,104.98	10,869.02	27.41
510311	MEDICARE		3,502.00	960.02	2,541.98	27.41
510320	WI RETIREMENT FUND		16,423.00	4,535.35	11,887.65	27.62
510340	HEALTH INSURANCE	0.00	52,877.00	11,654.80	41,222.20	22.04
510341	RETIREE HEALTH INS		4,000.00	1,313.84	2,686.16	32.85
510350	DENTAL INSURANCE		4,397.00	874.48	3,522.52	19.89
510351	UNFUNDED PENSION LIABILITY		29,650.00	7,412.49	22,237.51	25.00
510360	LIFE INSURANCE		666.00	155.08	510.92	23.29
510400	WORKERS COMP		125.00	31.26	93.74	25.01
510410	UNEMPLOYMENT		2,000.00	0.00	2,000.00	0.00
	SUB TOTAL	0.00	128,614.00	31,042.30	97,571.70	24.14
521100	BANKING FEES		1,150.00	362.88	787.12	31.55
521110	FINANCIAL SERVICE FEES	0.00	1,750.00	0.00	1,750.00	0.00
521400	ADVERTISING & MARKETING	0.00	9,400.00	0.00	9,400.00	0.00
521420	DUPLICATION SERVICES	0.00	6,200.00	2,296.02	3,903.98	37.03
521510	BILLING FEES	0.00	5,000.00	1,536.24	3,463.76	30.72
523110	OFFICE EQUIPMENT MAINT.	0.00	4,200.00	0.00	4,200.00	0.00
	SUB TOTAL	0.00	27,700.00	4,195.14	23,504.86	15.14
525155	PROFESSIONAL DEVELOPMENT		2,500.00	1,144.00		45.76
527100	STAFF PARKING - CAR ALLOWANCE		12,500.00	9,931.48	2,568.52	
527110	TRAVEL	0.00	2,000.00	0.00	2,000.00	0.00
	SUB TOTAL	0.00	17,000.00	11,075.48	5,924.52	65.15
530100	OFFICE SUPPLIES	0.00	9,200.00	2,097.91	7,102.09	22.80
	SUB TOTAL	0.00	9,200.00	2,097.91	7,102.09	22.80
538001	DONATION PURCHASES	-300.00	2,000.00	2,796.72	-496.72	124.84
538001-10094	DONATION PURCHASES	1,223.50	0.00	1,931.14	-1,931.14	
538001-10097	DONATION PURCHASES	0.00	0.00	740.00	-740.00	
538001-10099	DONATION PURCHASES	0.00	0.00	231.27	-231.27	
539999	MISC EXP (LATE FEES)	0.00	100.00	0.00	100.00	0.00
	SUB TOTAL	923.50	2,100.00	5,699.13	-4,522.63	315.36
540215	GEN PUB OFFICIAL	0.00	8,500.00		8,500.00	0.00
	SUB TOTAL	0.00	8,500.00	0.00	8,500.00	0.00
590255	PARKING ASSESSMENT	0.00	3,000.00	0.00	3,000.00	0.00
	SUB TOTAL	201 0.00	3,000.00	0.00	3,000.00	
810101	FUND EQUITY	0.00	0.00	0.00	0.00	
810111	SALARY & FRINGE TRUST RESERV	0.00	0.00	0.00	0.00	
ADMINISTRATIVE COST CENTER TOTAL		923.50	437,620.00	123,227.06	313,469.44	28.37

MEAD PUBLIC LIBRARY - 2016 FINANCIAL REPORT - Public Services 25551110

Account Balances as of: March 10, 2022

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		734,346.00	242,245.52	492,100.48	32.99
	SUB TOTAL		734,346.00	242,245.52	492,100.48	32.99
510310	FICA	0.00	45,530.00	14,551.49	30,978.51	31.96
510311	MEDICARE		10,649.00	3,403.25	7,245.75	31.96
510320	WI RETIREMENT FUND	0.00	45,428.00	14,977.06	30,450.94	32.97
510340	HEALTH INSURANCE		120,149.00	35,994.50	84,154.50	29.96
510350	DENTAL INSURANCE		11,562.00	3,109.00	8,453.00	26.89
510360	LIFE INSURANCE		1,569.00	428.24	1,140.76	27.29
510400	WORKERS COMP	0.00	360.00	90.00	270.00	25.00
	SUB TOTAL	0.00	235,247.00	72,553.54	162,693.46	30.84
521800	PROGRAM SERVICES		5,000.00	2,103.04	2,896.96	42.06
523110	OFFICE EQUIPMENT MAINT.	0.00	3,800.00	0.00	3,800.00	0.00
525155	PROFESSIONAL SERVICES		3,000.00	757.96	2,242.04	25.27
530205	DISPLAYS		1,100.00	0.00	1,100.00	0.00
538001	DONATION PURCHASES	0.00	38,000.00	6,362.79	31,637.21	16.74
538001-10098	DONATION PURCHASES		0.00	1,346.91	-1,346.91	
538001-10099	DONATION PURCHASES	0.00	0.00	1,082.40	-1,082.40	
	SUB TOTAL	0.00	50,900.00	11,653.10	39,246.90	22.89
538002	MATERIALS - ALL CATAGORIES	0.00	364,234.00	88,761.04	275,472.96	24.37
538100	OTHER CONTENT	0.00	61,500.00	21,773.44	39,726.56	35.40
	SUB TOTAL	0.00	425,734.00	110,534.48	315,199.52	25.96
538000	TOTAL MATRL'S ACCTS	20 0.00	476,634.00	122,187.58	354,446.42	48.86
	PUBLIC SERVICE COST CENTER TOTAL	0.00	1,446,227.00	436,986.64	1,009,240.36	112.69

MEAD PUBLIC LIBRARY - 2016 FINANCIAL REPORT - Support Services 25551150

Account Balances as of:

March 10, 2022

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		605,102.00	185,588.21	419,513.79	30.67
	SUB TOTAL		605,102.00	185,588.21	419,513.79	30.67
510310	FICA	0.00	37,517.00	11,245.39	26,271.61	29.97
510311	MEDICARE		8,774.00	2,630.13	6,143.87	29.98
510320	WI RETIREMENT FUND	0.00	33,941.00	10,641.85	23,299.15	31.35
510340	HEALTH INSURANCE		97,822.00	24,108.10	73,713.90	24.64
510350	DENTAL INSURANCE		6,243.00	1,643.48	4,599.52	26.33
510360	LIFE INSURANCE		1,557.00	313.82	1,243.18	20.16
510400	WORKERS COMP		274.00	68.49	205.51	25.00
	SUB TOTAL	0.00	186,128.00	50,651.26	135,476.74	27.21
521700	SECURITY SERVICES (FIRE ALARM- SECURITY GUARDS)	0.00	20,000.00	9,683.00	10,317.00	48.42
	SUB TOTAL	0.00	20,000.00	9,683.00	10,317.00	48.42
523110	OFFICE EQUIPMENT MAINTENANCE	0.00	3,000.00	1,271.44	1,728.56	42.38
523122	SOFTWARE MAINTENANCE	0.00	30,000.00	17,631.93	12,368.07	58.77
524110	BUILDING EXTERIOR MAINT	0.00	20,000.00	2,772.09	17,227.91	13.86
524124	HVAC MAINT & BOILER INS	0.00	9,000.00	1,493.50	7,506.50	16.59
524126	ELEVATOR MAINTENANCE	0.00	8,500.00	666.00	7,834.00	7.84
	SUB TOTAL	0.00	70,500.00	23,834.96	46,665.04	33.81
524135	JANITORIAL SUPPLIES/SERVICES	0.00	62,500.00	15,064.73	47,435.27	24.10
	SUB TOTAL	0.00	62,500.00	15,064.73	47,435.27	24.10
525100	ELECTRICITY	0.00	92,000.00	19,489.25	72,510.75	21.18
525105	WATER	0.00	1,419.00	223.39	1,195.61	15.74
525110	SEWER	0.00	1,300.00	273.69	1,026.31	21.05
525120	TELEPHONE	0.00	7,000.00	733.43	6,266.57	10.48
525140	GAS - UTILITY	0.00	29,000.00	7,221.35	21,778.65	24.90
	SUB TOTAL	0.00	130,719.00	27,941.11	102,777.89	21.37
530135	SHIPPING	0.00	9,000.00	881.77	8,118.23	9.80
530200	PROG SUPP (CAT & CIRC SUPPLIES)	0.00	28,500.00	12,094.65	16,405.35	42.44
530210	OPERATING SUPPLIES	0.00	1,500.00	271.26	1,228.74	18.08
530222	JANITORIAL SUPPLIES		8,000.00	1,445.13	6,554.87	18.06
	SUB TOTAL	0.00	47,000.00	14,692.81	32,307.19	31.26
530255	TOOLS & SMALL EQUIPMENT	0.00	150.00	23.97	126.03	15.98
	SUB TOTAL	0.00	150.00	23.97	126.03	15.98
540200	INSURANCE (FIRE)	0.00	8,400.00	2,864.85	5,535.15	34.11
	SUB TOTAL	0.00	8,400.00	2,864.85	5,535.15	34.11
642200	IT EQUIPMENT	-6,080.00	19,500.00	12,491.37	13,088.63	32.88
	SUB TOTAL	-6,080.00	19,500.00	12,491.37	13,088.63	32.88
	SUPPORT SERVICES COST CENTER TOTAL	-6,080.00	1,149,999.00	342,836.27	813,242.73	
	LIBRARY TOTAL	-5,156.50	3,033,846.00	903,049.97	2,135,952.53	29.77

MEAD PUBLIC LIBRARY - 2016 FINANCIAL REPORT Version7

GENERAL OPERATIONS 255 FUND

Summary of Expenditures and Revenues

Account Balances as of: March 10, 2022

APPROPRIATIONS AND EXPENDITURES BY COST CENTER

CC	DESCRIPTION	ENCMB 15	APPROP 15	SPENT 15	BALANCE 15	% SPENT
25551100	ADMINISTRATION	923.50	437,620.00	123,227.06	313,469.44	28.37
25551110	PUBLIC SERVICES	0.00	1,446,227.00	436,986.64	1,009,240.36	112.69
25551150	SUPPORT SERVICES	-6,080.00	1,149,999.00	342,836.27	813,242.73	0.00
	FUND EQUITY INCREASE					
	Total All Cost Centers	-5,156.50	3,033,846.00	903,049.97	2,135,952.53	29.77

REVENUES APPROPRIATIONS AND RECEIPTS

ACCT	DESCRIPTION	APPROP 15	RECEIVED 15	BALANCE 15	% REC
411100	REAL ESTATE TAXES	2,305,741.00	2,305,741.00	0.00	100.00
431709	ESLS SHEBOYGAN COUNTY	517,119.00	523,580.00	6,461.00	101.25
431710	ESLS OZAUKEE COUNTY	8,290.00	8,304.00	14.00	100.17
431711	ESLS BACK UP REF	51,100.00	53,114.00	2,014.00	103.94
431712	ADJ COUNTY RMBRSMNT	41,896.00	41,908.10	12.10	100.03
431722	ESLS LSTA GRANT	4,000.00	0.00	-4,000.00	0.00
447606	PHOTOCOPIES	10,000.00	2,719.87	-7,280.13	27.20
447626	DISCARDED BOOK SALES	4,000.00	1.00	-3,999.00	0.03
	LATE BOOK CHARGES	50,000.00	16,551.95	-33,448.05	33.10
447641	LOST BOOKS	1,000.00	2,747.50	1,747.50	274.75
447699	MISCELLANEOUS	200.00	0.00	-200.00	0.00
449901	VENDING COMMISSIONS	500.00	240.21	-259.79	48.04
467101	CONTRIBUTIONS	40,000.00	13,382.02	-26,617.98	33.46
469101	SALE OF EQUIPMENT	0.00	924.98	924.98	
469501	CASH OVER/SHORT	0.00	0.10	0.10	100.00
468116	E-RATE DISCOUNT	0.00	0.00	0.00	
469950	PRIOR YEAR ADJUST	0.00	0.00	0.00	
46999	OTHER MISCELLANEOUS REVENUE	0.00	0.00	0.00	100.00
492101	INTER TRANSFER-GENERAL FUND	0.00	0.00	0.00	
810101	FUND EQUITY	0.00	0.00	0.00	
	Total Revenues	3,033,846.00	2,969,214.73	-64,631.27	97.87

MEAD PUBLIC LIBRARY BALANCE OF 2016 COMBINED ACCOUNTS

Account Balances as of:

March 10, 2022

	DESCRIPTION		APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		1,580,954.00	496,950.83	1,084,003.17	31.43
510310	FICA		98,021.00	29,901.86	68,119.14	30.51
510311	MEDICARE		22,925.00	6,993.40	15,931.60	30.51
510320	WI RETIREMENT FUND		95,792.00	30,154.26	65,637.74	31.48
510340	HEALTH INSURANCE		270,848.00	71,757.40	199,090.60	26.49
510341	RETIREE HEALTH INS		4,000.00	1,313.84	2,686.16	32.85
510350	DENTAL INSURANCE		22,202.00	5,626.96	16,575.04	25.34
510351	UNFUNDED PENSION LIABILITY		29,650.00	7,412.49	22,237.51	25.00
510360	LIFE INSURANCE		3,792.00	897.14	2,894.86	23.66
510400	WORKERS COMP		759.00	189.75	569.25	25.00
510410	UNEMPLOYMENT		2,000.00	0.00	2,000.00	
521100	BANKING FEES		1,150.00	362.88	787.12	31.55
521110	FINANCIAL SERVICES FEES		1,750.00	0.00	1,750.00	0.00
521400	ADVERTISING & MARKETING		9,400.00	0.00	9,400.00	0.00
521420	DUPLICATING SERVICES		6,200.00	2,296.02	3,903.98	37.03
521510	BILLING SERVICES		5,000.00	1,536.24	3,463.76	30.72
521700	SECURITY SERVICES		20,000.00	9,683.00	7,055.00	48.42
521800	PROGRAM SERVICES		5,000.00	2,103.04	2,896.96	42.06
523110	OFFICE EQUIPMENT MAINTENANCE		11,000.00	1,271.44	9,728.56	11.56
523122	SOFTWARE MAINTENANCE		30,000.00	17,631.93	12,368.07	58.77
524110	BUILDING EXT MAINT		20,000.00	2,772.09	17,227.91	13.86
524124	HVAC MAINT + BOILER INS		9,000.00	1,493.50	7,506.50	16.59
524126	ELEVATOR MAINTENANCE		8,500.00	666.00	7,834.00	7.84
524135	JANITORIAL SUPPLIES/SERVICES		62,500.00	15,064.73	47,435.27	24.10
525100	ELECTRICITY		92,000.00	19,489.25	72,510.75	21.18
525105	WATER		1,419.00	223.39	1,195.61	15.74
525110	SEWER		1,300.00	273.69	1,026.31	21.05
525120	TELEPHONE		7,000.00	733.43	6,266.57	10.48
525140	GAS - UTILITY		29,000.00	7,221.35	21,778.65	24.90
525155	PROFESSIONAL DEVELOPMENT		5,500.00	1,901.96	3,598.04	34.58
527100	STAFF PARKING - CAR ALLOWANCE		12,500.00	9,931.48	2,568.52	79.45
527110	TRAVEL		2,000.00	0.00	2,000.00	0.00
530100	OFFICE SUPPLIES	0.00	9,200.00	2,097.91	7,102.09	22.80
530200	PROG SUPP (CAT & CIRC SUPPLIES)		28,500.00	12,094.65	16,405.35	42.44
530205	DISPLAYS		1,100.00	0.00	1,100.00	0.00
530210	OPERATING SUPPLIES		1,500.00	271.26	1,228.74	18.08
530222	JANITORIAL SUPPLIES/SERVICES		8,000.00	1,445.13	6,554.87	18.06
530255	TOOLS & SMALL EQUIPMENT		150.00	23.97	126.03	15.98
538001	DONATION PURCHASES		40,000.00	14,491.23	-496.72	36.23
538002	ADULT PRINT		364,234.00	88,761.04	275,472.96	24.37
538099	SHIPPING		9,000.00	881.77	8,118.23	9.80
538100	OTHER CONTENT		61,500.00	21,773.44	39,726.56	35.40
539999	MISC EXP (LATE FEES)		100.00	0.00	100.00	0.00
540200	INSURANCE (FIRE)		8,400.00	2,864.85	5,535.15	34.11
540215	GEN PUB OFFICIAL		8,500.00	0.00	8,500.00	0.00
590255	PARKING (SPECIAL) ASSESSMENT		3,000.00	0.00	3,000.00	0.00
642200	IT EQUIPMENT		19,500.00	12,491.37	7,008.63	64.06
949999	FUND EQUITY INCREASE		0.00	0.00	0.00	
810101	FUND EQUITY	0.00	0.00	0.00	0.00	
810111	SALARY & FRINGE TRUST RESERVE	0.00	0.00	0.00	0.00	
	TOTAL MEAD PUBLIC LIBRARY EX	-5,156.50	3,033,846.00	903,049.97	2,135,952.53	29.77

Mead Public Library Accounts Payables March 18, 2016 - March 31, 2016

Vendor	Name	Document	Invoice	PO	Invoice Amt	Descriptions
1418	ART IN A SUITCASE	2010056511	APRIL 20, 2016		\$185.00	Program expense
900009	AT&T	2010056566	920283020003		\$137.07	Telephone expense
2716	BAKER & TAYLOR, LLC	2010056213	3020839360		\$13.59	Materials purchase
2716	BAKER & TAYLOR, LLC	2010056214	3020839294		\$10.08	Materials purchase
2716	BAKER & TAYLOR, LLC	2010056215	3020865374		\$94.06	Materials purchase
2716	BAKER & TAYLOR, LLC	2010056216	2031781907		\$99.08	Materials purchase
2716	BAKER & TAYLOR, LLC	2010056217	2031758105		\$153.51	Materials purchase
2716	BAKER & TAYLOR, LLC	2010056306	2031781831	260340	\$2,031.07	Materials purchase
2716	BAKER & TAYLOR, LLC	2010056307	2031758104	260341	\$1,092.02	Materials purchase
2716	BAKER & TAYLOR, LLC	2010056308	2031736034	260342	\$854.41	Materials purchase
2716	BAKER & TAYLOR, LLC	2010056309	2031736033	260343	\$1,978.73	Materials purchase
2716	BAKER & TAYLOR, LLC	2010056366	5014040908		\$369.42	Materials purchase
1619	BALDRY, DIANA M.	2010056483	735207		\$200.00	Patron refund
6400	C.A. FLIPSE SONS CO.	2010056219	73824		\$208.76	Janitorial supplies
2930	CAMERA CORNER	2010056312	0469941	260344	\$1,758.00	IT expense
3200	CDWG	2010056198	CJT8574		\$269.74	IT expense
3200	CDWG	2010056199	cgc5391		\$75.84	IT expense
3200	CDWG	2010056200	CGS7956		\$73.61	IT expense
3200	CDWG	2010056359	1BMNOQS		\$7.89	IT expense
3200	CDWG	2010056364	CMK6810		\$86.67	IT expense
3200	CDWG	2010056596	CPG9974		\$108.09	IT expense
3252	CHARTER COMMUNICAT	2010056505	8245111310206811		\$272.99	Internet cost
4081	DAUN'S PROFESSIONAL	2010056315	84260	260349	\$550.00	Building maintenance expense
900081	DEMCO, INC.	2010056393	5831843	260360	\$669.81	Technical support supplies
900230	EBSCO SUBSCRIPTION	2010056391	1000030663-1	260362	\$2,723.77	Materials purchase
239	ELDER, KARL	2010056475	4/20/2016 PROGRAM		\$150.00	Program expense
1597	ENVIRO-CLEAN, INC.	2010056577	2634	260398	\$4,972.00	Janitorial expense
1618	EVENT ENTERTAINMENT	2010056480	735208		\$200.00	Program expense
3287	GANDRE, DORIS	2010056375	199723		\$23.18	Patron refund
3288	GANDRE, VICKY	2010056377	164295		\$12.95	Patron refund
3249	GAYLORD BROS., INC.	2010056379	2414109		\$320.30	Materials purchase
900201	GE MONEY BANK/AMAZON	2010056022	113-5816763-1630660		\$163.85	IT expense

Mead Public Library Accounts Payables March 18, 2016 - March 31, 2016

Vendor	Name	Document	Invoice	PO	Invoice Amt	Descriptions
900201	GE MONEY BANK/AMAZON	2010056194	116-4827634-4312223		\$79.38	IT expense
900201	GE MONEY BANK/AMAZON	2010056220	103-2069908-0170636		\$177.45	Janitorial expense
900201	GE MONEY BANK/AMAZON	2010056221	103-0213630-5221040		\$67.00	Janitorial
900201	GE MONEY BANK/AMAZON	2010056317	116-4073626-4041063	260358	\$840.00	IT expense
900201	GE MONEY BANK/AMAZON	2010056365	116-0432652-4244259		\$34.85	IT expense
900201	GE MONEY BANK/AMAZON	2010056392	116-4422337-8525860	260361	\$680.00	IT expense
6761	GT GRAPHICS LLC	2010056341	16571		\$64.75	Program expense
3286	HARIS, MELISSA A.	2010056374	230445		\$152.46	Patron refund
3246	HEMMER, CHRIS	2010056206	155841		\$14.23	Patron refund
1251	HENKE, ANGELIKA	2010056502	4/13/2016 pROGRAM		\$250.00	Program expense
3250	ID CARDS UNLIMITED	2010056313	201640	260346	\$1,361.80	Technical support supplies
3293	KAULE, BRIAN	2010056508	46660		\$34.95	Patron refund
2631	KETTLE MORAIN STATE	2010056493	4/16/2016		\$40.00	Program expense
2631	KETTLE MORAIN STATE	2010056497	4/16/2016 SPLIT LIVE		\$40.00	Program expense
3289	KIECKBUSCH, ANNE	2010056376	BC #232086		\$15.99	Patron refund
766	KONZ ELECTRIC, LLC	2010056287	12201		\$842.00	MPL Foundation wish list - expense
2682	LIBRARY IDEAS, LLC	2010056576	45822	260399	\$13,000.00	Materials purchase
2727	LIBRARY SOLUTIONS,	2010056584	2015-0016	250799	\$6,380.00	Materials purchase
900376	MARTENS TRILLING TRU	2010056222	B683866		\$4.98	Building maintenance expense
900181	MENARDS	2010056212	95923		\$63.78	Building maintenance expense
900181	MENARDS	2010056223	95463		\$175.03	Building maintenance expense
900181	MENARDS	2010056419	00181		\$46.35	Building maintenance expense
900181	MENARDS	2010056507	96872		\$13.76	Building maintenance expense
1707	METRO SOUND & VIDEO	2010056193	208212		\$314.00	IT expense
231	MIDWEST TAPE	2010056103	93746734	260306	\$674.10	Materials purchase
231	MIDWEST TAPE	2010056294	93791875		\$369.91	Materials purchase
231	MIDWEST TAPE	2010056304	93770729	260337	\$816.24	Materials purchase
231	MIDWEST TAPE	2010056394	93794384	260359	\$806.89	Materials purchase
231	MIDWEST TAPE	2010056509	93813174		\$359.91	Materials purchase
231	MIDWEST TAPE	2010056521	93809226	260392	\$1,069.64	Materials purchase
13389	MILWAUKEE JOURNAL SE	2010056510	2016 52 WK SUBSCRIPT		\$351.11	Newspaper subscriptions
900082	MILWAUKEE JOURNAL SE	2010056226	4-6-16 - 4-16-17		\$319.80	Newspaper subscriptions

Mead Public Library Accounts Payables March 18, 2016 - March 31, 2016

Vendor	Name	Document	Invoice	PO	Invoice Amt	Descriptions
3247	MURPHY, CHRISTOPHER	2010056208	253931		\$18.99	Patron refund
489	NATIONAL ELEVATOR	2010056420	0225873		\$328.00	Elevator maintenance cost
900284	NAVIANT, INC.	2010056595	0128216-IN	260405	\$909.04	Materials purchase
3242	PLANT BASED SERVICES	2010056101	4/16/2016 BROOM MAKI		\$250.00	Program expense
2248	PLATINUM TECHNOLOGIE	2010056231	1398		\$138.00	Elevator maintenance cost
1585	PLYMOUTH PUBLIC LIB	2010056224	39064001381129		\$9.99	Other library patron refund cost
16722	PROFESSIONAL SUPPLY	2010056021	881883/875766		\$444.05	Janitorial expense
2640	READING HOUSE LLC	2010056501	INV-317663	260381	\$2,300.00	Materials purchase
1451	SHEBOYGAN MAIL HOUSE	2010056196	1357		\$98.40	Newsletter mailing expense
2364	SHRED-IT USA, LLC	2010056426	9409909285		\$65.24	Janitorial expense
20008	SPECIAL OPERATIONS D	2010056316	15043	260356	\$2,530.00	Security cost
491	STAPLES ADVANTAGE	2010056218	8038351636		\$114.71	Office Supplies
491	STAPLES ADVANTAGE	2010056230	8038442193		\$6.58	Office Supplies
491	STAPLES ADVANTAGE	2010056506	8038531631		\$398.38	Office Supplies
1704	STATE OF WISCONSIN	2010056504	402722		\$100.00	Materials purchase
847	UNIVERSITY OF WISC	2010056373	5026-8446		\$349.00	Seminar cost - Lauren Richmond
1176	USS LIBERTY MEMORIAL	2010056201	1750192		\$16.00	Other library patron refund cost
1176	USS LIBERTY MEMORIAL	2010056202	1750267		\$18.00	Other library patron refund cost
2107	VALUE LINE PUBLISHIN	2010056594	785625-163	260403	\$6,100.00	Materials purchase
900103	WAL-MART COMMUNITY	2010056209	607000647814		\$9.96	Program expense
900103	WAL-MART COMMUNITY	2010056233	607500000765		\$11.84	Program expense
900103	WAL-MART COMMUNITY	2010056234	607600325438		\$2.48	Program expense
900103	WAL-MART COMMUNITY	2010056295	607500004028		\$11.72	Program expense
2500	WANGEMANN, WILLIAM F	2010056232	735491		\$50.00	Program expense
1710	WELLS FARGO FINANCIA	2010056473	5002954435	260379	\$698.11	Copier/Printer monthly lease cost
900073	WESTON WOODS STUDIOS	2010056190	12759901		\$119.90	Materials purchase
900210	WI LIBRARY SERVICES,	2010056593	46364	260404	\$3,391.75	Materials purchase
900044	WI PUBLIC SERVICE CO	2010056418	2/19/16 - 3/12/16	260378	\$1,846.88	Gas utility cost
166	WISCONSIN MEDIA	2010056227	4/1/16-3/31/17		\$536.05	Materials purchase
3245	XIONG, LA	2010056205	246145		\$15.95	Patron refund
3248	YANG, SALEEN PHAI	2010056225	251312		\$15.95	Patron refund

Mead Public Library Accounts Payables March 18, 2016 - March 31, 2016

Vendor	Name	Document	Invoice	PO	Invoice Amt	Descriptions
		Total Accounts Payables Paid			\$70,230.82	

Mead Public Library

Accounts Payables 4/1/2016 - 4/13/2016

Vendor	Name	Invoice	PO	Invoice Amt	Description
900104	ALLIANT ENERGY	2/24/2016 - 3/29/16	260436	\$6,980.50	Electric utility expense
900039	AURORA EMPLOYEE	14170		\$67.50	Employee assistance program cost
2716	BAKER & TAYLOR, LLC	3020878523		\$98.44	Materials purchase
2716	BAKER & TAYLOR, LLC	2031805901		\$158.02	Materials purchase
2716	BAKER & TAYLOR, LLC	3020905072		\$46.45	Materials purchase
2716	BAKER & TAYLOR, LLC	3020905073		\$19.56	Materials purchase
2716	BAKER & TAYLOR, LLC	2031828137		\$14.99	Materials purchase
2716	BAKER & TAYLOR, LLC	2031850758	260431	\$1,619.81	Materials purchase
2716	BAKER & TAYLOR, LLC	2031849883	260430	\$2,542.80	Materials purchase
2716	BAKER & TAYLOR, LLC	2031805818	260429	\$2,331.51	Materials purchase
2716	BAKER & TAYLOR, LLC	2031828140	260428	\$1,033.02	Materials purchase
2716	BAKER & TAYLOR, LLC	2031897365	260437	\$1,082.60	Materials purchase
3303	CABELLA, CHRISTIAN A	246131		\$27.95	Patron Refund
2930	CAMERA CORNER	470413P-IN	260345	\$1,223.49	Outside security camera and wifi expansion project
3200	CDWG	1BMS8C8		\$17.48	IT expense
3200	CDWG	BRQ7692		\$208.90	NEH Grant IT purchase to be reimbursed by NEH
900189	COUNCIL OF STATE GOV	82339		\$58.50	Materials purchase
4081	DAUN'S PROFESSIONAL	84340	260434	\$550.00	Snow removal and salting expense
3314	DESMOULIN, DEBRA A.	JAN-APR 2016 PROGRAM		\$160.00	Program expense
900235	EASTERN SHORES LIBRA	03/2016/895	260421	\$996.42	Team viewer and WIFI expense
900201	GE MONEY BANK/AMAZON	116-0232558-5841048		\$35.06	Materials purchase
900201	GE MONEY BANK/AMAZON	116-9006688-9539409		\$172.21	Materials purchase
900201	GE MONEY BANK/AMAZON	116-3279044-5473010	260416	\$689.29	Materials purchase
900201	GE MONEY BANK/AMAZON	116-0676248-0229817		\$88.26	Materials purchase
900201	GE MONEY BANK/AMAZON	116-6675856-9858618		\$159.99	Materials purchase
900201	GE MONEY BANK/AMAZON	116-4509571-5750663	260424	\$699.29	Materials purchase
900201	GE MONEY BANK/AMAZON	116-9816702-0022648	260423	\$699.25	Materials purchase
3315	GRABHORN, CRAIG	APRIL 15, 2016		\$25.00	Materials purchase
529	GRANDSTAY RESIDENTIA	8301_10910		\$179.80	NEH Grant expense to be reimbursed
6761	GT GRAPHICS LLC	16829		\$117.91	Printing expense
8931	HOME DEPOT	4924 0011 07820		\$17.96	Janitorial expense
3304	LEGO EDUCATION	1190182530	260422	\$2,620.70	Program expense - Teen center
900376	MARTENS TRILLING TRU	B691026		\$6.20	Janitorial expense
12374	MBM	IN87626	260420	\$599.80	Monthly copier/lease payment
900181	MENARDS	97999		\$44.91	Janitorial expense

Mead Public Library

Accounts Payables 4/1/2016 - 4/13/2016

Vendor	Name	Invoice	PO	Invoice Amt	Description
900181	MENARDS	97202		\$14.30	Janitorial expense
900181	MENARDS	97332		\$42.45	Janitorial expense
900181	MENARDS	97164		\$12.94	Janitorial expense
900181	MENARDS	97758		\$31.95	Janitorial expense
982	MOTION PICTURE LICEN	504017575		\$173.07	Film license
3313	PARKS, BRITTNEY	895469		\$15.95	Patron Refund
2758	QUALITY BOOKS, INC	192968	260432	\$2,437.68	Materials purchase
900118	SHEBOYGAN WATER UTIL	12/31/2015-3/31/2016		\$16.20	Water Utility expense
491	STAPLES ADVANTAGE	8038621005		\$201.14	Office supplies
1704	STATE OF WISCONSIN	403330		\$100.00	Materials purchase
900237	STEEN MACEK PAPER CO	770375		\$330.00	Print shop expense
3302	THORNE, KATHLEEN	233858		\$17.58	Patron Refund
900260	UNIQUE MANAGEMENT	426115		\$411.70	Collection agency expense
1176	USS LIBERTY MEMORIAL	251023		\$31.99	Library refund for lost or damaged books
900073	WESTON WOODS STUDIOS	12862396		\$59.95	Materials purchase

Minutes
Mead Public Library
Finance Committee Meeting
Thursday, March 17, 2016
2:45 p.m.

The meeting of the Mead Public Library (MPL) Finance Committee was held on Thursday, March 17, 2016 in the Library Board Room. Present Committee Members: Dirk Zylman, presiding, Henry Nelson and Maeve Quinn. Staff members present: Garrett Erickson, Debbie DeAmico and Lauren Richmond. City Staff present: Jim Amodeo. Absent: Dolcye Johnson

1. OPENING OF MEETING

1.1 CALL TO ORDER AND DETERMINATION OF QUORUM: Zylman called the meeting to order at 2:50 pm. Zylman determined there was a quorum present.

1.2 APPROVAL OF MINUTES. Approval of the Finance Committee minutes for February 25, 2016 meeting. Quinn **moved** to approve the Finance Committee minutes for the February 25, 2016 meeting, Nelson **seconded**. The motion passed.

2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

2.1 REVIEW AND POSSIBLE ACTION ON PAYMENT OF CURRENT EXPENDITURES, INCLUDING PAYROLL AND SPECIAL REVENUES (GRANTS, GIFTS AND DONATIONS). With no additional questions, Nelson **moved** to recommend to the full Board of Trustees to accept payment of current expenditures, including payroll, recurring expenditures, and special revenues including grants, gifts and donations. Quinn **seconded** the motion. The motion **carried**.

2.2 REVIEW AND POSSIBLE ACTION ON TRANSFER OF 850 EVERHARD/FORRER LIBRARY TRUST RESERVE FUNDS TRANSFER. Quinn **moved** to recommend the full board to approve the transfer of funds. Nelson **seconded** the motion. The motion **carried**.

2.3 REVIEW AND POSSIBLE RECOMMENDATION TO BOARD OF TRUSTEES – 2015 MPL ANNUAL FINANCIAL & 850 FUNDS REPORT

DeAmico reports that \$57,000 was set-up in sick leave liability. Some unspent donations were also transferred over so they are no longer in the reserves. The only reason 2015 was balanced was due to the decision to not replace an administrative position. A typo in the annual report was found 2012/2013 listed instead of the correct 2014/2015. DeAmico will correct in the report. Nelson **moved** to accept the 2015 Annual Report with corrections and 850 Funds Report and recommend to the full board for approval. Quinn **seconded** the motion. The motion **carried**.

2.4 RECEIVE 2016 BUDGET STATUS TO DATE

Nelson questioned the ESLS listed transactions. DeAmico explained that they were estimated incomes, and turned out to be higher than anticipated.

2.5 REVIEW OF METRICS – PERSONNEL METRICS

Over budget this month due to the earlier meeting coming before a second pay period. The difference in director salary increase to be taken from unused personnel funds in Technical Services.

2.6 DISCUSSION AND PRIORITIZE CAPITAL PROJECTS – PLAN THE RESERVE FUND TARGET FOR THE END OF FISCAL YEAR

Erickson notes that the estimate for the carpeting replacement is for the entire building, but can be broken down into higher priority areas such as the 3rd floor and 1st floor as 3rd floor has areas that are a safety concern and 1st floor is really worn.

Nelson would like to see new carpet and internal security system be the top two priorities suggested to the full board. He would put the new phone system 3rd on the list due to the lower cost and possibility of piggybacking onto the City's current upgrade.

Quinn would like to see all of the items relating to safety be pushed to the top of the list. Specifically phase 3 of the boiler replacement and new carpeting. She also notes that she would like to hold off on the new RFID system until we have more clarification after June when the possible ESLS merger has been decided on.

The finalization of CIP priorities to recommend to the full board will be decided on next month.

2.7 DISCUSS POSSIBLE FUTURE COMMITTEE ISSUES/AGENDA ITEMS

-Potential recommendation to Foundation to request funds from Kohler to assist with generator repair/replacement

2.8 CONFIRM COMMITTEE REPORT TO MEAD PUBLIC LIBRARY BOARD OF TRUSTEES

3. UPCOMING MEETINGS

3.1 Mead Public Library Finance Committee next meeting April 28, 2016, 2016 @ 2:30 pm.

4. ADJOURN

4.1 MOTION TO ADJOURN: Quinn **moved** to adjourn the March 17, 2016 Finance Committee meeting; Nelson **seconded** the motion. The motion **passed**. Zylman concluded the Finance Committee at 3:35p.m.

Mead Public Library

CIP Request for 2017 - 2021

Department	Project	Fund	Estimated Total Project	2017	2018	2019	2020	2021	Debt/Levy	Comments
Mead	Up Grade to Internal Security System (Camera Corner)	General	\$ 25,000.00	\$ 25,000.00					\$ 25,000.00	To increase safety measures for Staff
Mead	RFID System - After June 2016	General	\$ 150,000.00	\$ 150,000.00					\$ 150,000.00	Security of Collection System & Efficiency in Circulation
Mead	Carpet Replacement	General	\$ 161,966.98	\$ 40,491.75	\$ 40,491.75	\$ 40,491.75	\$ 40,491.73		\$ 161,966.98	Carpet is getting very warn and is a potential safety hazard for injuries for the public & staff.
Mead	Phase 3 Boiler Replacement	General	\$ 285,000.00		\$ 285,000.00				\$ 285,000.00	To complete phase III of the HVAC upgrades - Boiler replacements
Mead	Phone System Replacement	General	\$ 20,021.70	\$ 20,021.70					\$ 20,021.70	Update outdated phone system
Mead	Lobby Grates & Floor Tile	General	Waiting for Estimate to arrive & what to replace with.							Broken tiles and grates are a safety hazard to patrons and staff. Possible suggestions use bricks and sell them for donor recognition.
Mead	Brick Side Walk Replacement	General	\$ 29,000.00	\$ 29,000.00					\$ 29,000.00	Bricks are broken & warn and is a potential safety hazard for injuries to the public & staff
Mead	Emergency Generator - Replacement	General	\$ 25,000.00	\$ 25,000.00					\$ 25,000.00	To upgrade the emergency generator that has been at the library since it was built. The current generator doesn't always start and parts are obsolete for repairs. Possible Donation from a Business
Mead	Bollard Replacement & Clock Tower Repair	General	\$ 6,835.00	\$ 6,835.00					\$ 6,835.00	Current bollards are not working
Mead	Replace all 7 ft. Shelving with 5 ft. Shelving	General	\$ 100,000.00				\$ 100,000.00		\$ 100,000.00	It is safer to shelve and reach a 5ft. Shelve vs. the 7 ft. shelving.
	Total								\$ 802,823.68	

Mead Public Library

CIP Request for 2017 - 2021

<u>Department</u>	<u>Project</u>	<u>Fund</u>	<u>Estimated Total Project</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Debt/Levy</u>	<u>Comments</u>	<u>Federal</u>	<u>Other</u>
Mead	Phase 3 Boiler Replacement	General	285,000	285,000					285,000	To complete phase III of the HVAC upgrades - Boiler replacements		
Mead	Emergency Generator - Replacement	General	25,000	25,000					25,000	To upgrade the emergency generator that has been at the library since it was built. The current generator doesn't always start and parts are obsolete for repairs.		
Mead	Carpet Replacement	General	Waiting for Estimate to arrive							Carpet is getting very warn and is a potential safety hazard for injuries for the public & staff.		

DeAmico, Debbie

From: Dana Setterholm <dana@artsmidwest.org>
Sent: Thursday, April 21, 2016 11:23 AM
To: DeAmico, Debbie; Rohde, Kelly
Subject: Welcome to NEA Big Read
Attachments: Grantee Dashboard Introduction_Mead Public Library.pdf

Congratulations!

City of Sheboygan has been selected to receive a grant to participate in the NEA Big Read! We commend you on your strong application and look forward to working with you on this program.

Your organization was awarded a grant of \$13,000. This grant is contingent upon funds to be received by Arts Midwest from the National Endowment for the Arts: CFDA (Catalog of Federal Domestic Assistance) #45.024. This grant must be indicated as federal funds within City of Sheboygan's records. If you want to hear the feedback from the review panel on your application, you may schedule a time to speak with Arts Midwest staff on or after July 15 to receive this information verbally.

Please verify the following information and let us know of any changes immediately: Payments and the Grant Agreement will be issued to City of Sheboygan as the legal entity and the recipient of the award will be publicized as "Mead Public Library." Payments will be mailed to: 710 North 8th Street, Sheboygan, WI, 53081-4563.

Important things to know:

There is a media embargo.

While you'll want to share the exciting news about your grant, you must wait to share it publicly until the National Endowment for the Arts issues a news release on May 11, 2016 announcing the selection of grantees. We encourage you to issue your own news release on the same day or after this date. A sample news release will be available in the Grantee Dashboard (login information can be found in the attached document) in the coming days. While you should not publicly announce your selection before this date, you are allowed and encouraged to continue program planning internally with your partner organizations until then.

The official agreement between City of Sheboygan and Arts Midwest must be signed by May 27, 2016.

The person you designated as the Grant contact will receive another email shortly with a link to your Grant Agreement which includes an Assurance of Compliance and Standards Manual. Together, these documents represent an official agreement between City of Sheboygan and Arts Midwest, on behalf of the National Endowment for the Arts. Please read everything thoroughly and have the appropriate individual digitally sign the Grant Agreement by May 27, 2016.

You now have access to the Grantee Dashboard.

The Grantee Dashboard (<http://www.neabigread.org/login>) is for participating communities only and includes items such as sample news releases, downloadable logos, the Standards Manual, and access to add and edit your

Big Read events. Your login information can be found in the attached document entitled “Grantee Dashboard Introduction”. If you are a returning grantee your existing login information is still valid.

You will be required to submit a final report.

The NEA Big Read final report consists of a narrative, partner lists, final budget, final event listing with attendance figures, and examples of crediting/promotional materials. The final report must be submitted no later than 45 days following the conclusion of your programming. Please take a few minutes to look over a sample of the final report (available in the Grantee Dashboard) so you are aware of the reporting requirements.

We’re here to help!

Arts Midwest’s role is to work directly with you on all aspects of your activities and to ensure the goals of the NEA Big Read, as set forth by the National Endowment for the Arts, are met. If you have questions, please contact the NEA Big Read team at neabigread@artsmidwest.org or 612.238.8010.

Last, but not least!

Keep an eye on your email inbox for invites to online orientation activities which will take place during the week of June 6. Webinars and conference calls will be held to introduce all Big Read participants and key partners to the current program details. We encourage representatives from partner organizations and other key staff to join the activities.

Once again, congratulations on your selection!

Sincerely,

Joshua Feist and Dana Setterholm

NEA Big Read
Arts Midwest
2908 Hennepin Avenue, Suite 200 | Minneapolis, MN | 55408
612.238.8010 | www.artsmidwest.org
Twitter: [@NEABigRead](https://twitter.com/NEABigRead)

Arts Midwest promotes creativity, nurtures cultural leadership, and engages people in meaningful arts experiences, bringing vitality to Midwest communities and enriching people’s lives.



MPL Visa Credit Card Purchases
3/5/2016 - 4/5/2016

Account #	Amount	Description
25551110-521800	\$ 77.23	City Bakery #0972510203041612361 \$42.50 - NEH Scan Day/Ellas Ref #1493 \$34.63
25551100-521420	\$ 45.49	Print shop materials expense
25551150-530222	\$ 230.49	Janitorial supplies - Specialcay1 \$6.90/Officesupply.com \$111.01/Tacony Corp Powr Flite \$112.58
25551100-525155	\$ 560.00	Wisc Net Conference fees for Chase Devrou \$170.00 / PLA 2016 Conference fees Garrett Erickson \$240.00 / WVCA Conference fees Lauren Richmond \$150.00
25551100-538001	\$ 13.14	Facebook advertising paid for by Friends of MPL
25551150-523122	\$ 155.88	Bluehost renewal - Public Service expense
25551110-538001-10099	\$ 50.40	Sheboygan Connects FDN to reimburse - Dollar Tree #EC2332440 \$50.40
25551110-538001-10098	\$ 118.80	NEH Grant - Stefano 3/5/16 \$65.10 - Duke of Devon 3/4/2016 \$53.70
Total Charges for 3/5/2016 - 4/5/2016	\$ 1,251.43	



April 2016 Statement

Page 1 of 4

Open Date: 03/05/2016 Closing Date: 04/05/2016

Account: 4798 5100 5054 4762

Visa® Platinum Business Rewards Card
CITY OF SHEBOYGAN
GARRETT L ERICKSON (CPN 001048524)

Cardmember Service 1-866-552-8855
BUS 30 ELN 5 8 3

New Balance	\$1,251.43
Minimum Payment Due	\$13.00
Payment Due Date	05/01/2016
Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay up to a \$39.00 Late Fee and your APRs may be increased up to the Penalty APR of 28.99%.	

Activity Summary		
Previous Balance	+	\$2,475.14
Payments	-	\$2,475.14CR
Other Credits		\$0.00
Purchases	+	\$1,251.43
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$1,251.43
Past Due		\$0.00
Minimum Payment Due		\$13.00
Credit Line		\$7,500.00
Available Credit		\$6,248.57
Days in Billing Period		32

Reward Points	
Earned This Statement	1,405
Reward Center Balance as of 04/04/2016	3,083
For details, see your rewards summary.	



Payment Options:

Mail payment coupon with a check

Pay online at myaccountaccess.com

Pay by phone 1-866-552-8855

Please detach and send coupon with check payable to: Cardmember Service CPN 001048524

0047985100505447620000013000001251434



Account Number	4798 5100 5054 4762
Payment Due Date	5/01/2016
New Balance	\$1,251.43
Minimum Payment Due	\$13.00

24-Hour Cardmember Service: 1-866-552-8855

- to pay by phone
- to change your address

Amount Enclosed \$ _____

000017876 1 SP 000638452059709 P

CITY OF SHEBOYGAN
GARRETT L ERICKSON
828 CENTER AVE
SHEBOYGAN WI 53081-4442

Cardmember Service
P.O. Box 790408
St. Louis, MO 63179-0408



What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, please call us at the telephone number on the front of this statement, or write to us at: Cardmember Service, P.O. Box 6335, Fargo, ND 58125-6335.

Your letter or call, give us the following information:

Account Information: Your name and account number.

Dollar amount: The dollar amount of the suspected error.

Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement. While we investigate whether or not there has been an error, the following are true:

We cannot try to collect the amount in question, or report you as delinquent on that amount.

The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.

While you do not have to pay the amount in question, you are responsible for the remainder of your balance.

We can apply any unpaid amount against your credit limit.

Your Rights If You Are Dissatisfied With Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.

To use this right, all of the following must be true:

The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)

You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.

You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: Cardmember Service, P.O. Box 6335, Fargo, ND 58125-6335. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

Important Information Regarding Your Account

INTEREST CHARGE: Method of Computing Balance Subject to Interest Rate: We calculate the periodic rate or interest portion of the INTEREST CHARGE by multiplying the applicable Daily Periodic Rate ("DPR") by the Average Daily Balance ("ADB") (including new transactions) of the Purchase, Advance and Balance Transfer categories subject to interest, and then adding together the resulting interest from each category. We determine the ADB separately for the Purchases, Advances and Balance Transfer categories. To get the ADB in each category, we add together the daily balances in those categories for the billing cycle and divide the result by the number of days in the billing cycle. We determine the daily balances each day by taking the beginning balance of those Account categories (including any billed but unpaid interest, fees, credit insurance and other charges), adding any new interest, fees, and charges, and subtracting any payments or credits applied against your Account balances that day. We add a Purchase, Advance or Balance Transfer to the appropriate balances for those categories on the later of the transaction date or the first day of the statement period. Billed but unpaid interest on Purchases, Advances and Balance Transfers is added to the appropriate balances for those categories each month on the statement date. Billed but unpaid Advance Transaction fees are added to the Advance balance of your Account on the date they are charged to your Account. Any billed but unpaid fees on purchases, credit insurance charges, and other charges are added to the Purchase balance of the Account on the date they are charged to the Account. Billed but unpaid fees on Balance Transfers are added to the Balance Transfer balance of the Account on the date they are charged to the Account. In other words, billed and unpaid interest, fees, and charges will be included in the ADB of your Account that accrues interest and will reduce the amount of credit available to you. Credit insurance charges are not included in the ADB calculation for Purchases until the first day of the billing cycle following the date the credit insurance premium is charged to the Account. Prior statement balances subject to an interest-free period that have been paid on or before the payment due date in the current billing cycle are not included in the ADB calculation.

Payment Information: You must pay us in U.S. Dollars with checks or similar payment instruments drawn on a financial institution located in the United States. We will also accept payment in U.S. Dollars via the Internet or phone or previously established automatic payment transaction. We may, at our option, choose to accept a payment drawn on a foreign financial institution. However, you will be charged and agree to pay any collection fees required in connection with such a transaction. The date you mail a payment is different than the date we receive that payment. The payment date is the day we receive your check or money order at Cardmember Service, P.O. Box 790408, St. Louis, MO 63179-0408 or the day we receive your electronic or phone payment. All payments by check or money order accompanied by a payment coupon and received at this payment address will be credited to your Account on the day of receipt if received by 5:00 p.m. CT on any banking day. Mailed payments that do not include the payment coupon and/or are mailed to a different address will be processed within 5 banking days of receipt and credited to your Account on the day of receipt. In addition, if you mail your payment without a payment coupon or to an incorrect address, it may result in a delayed credit to your Account, additional INTEREST CHARGES, fees, and possible suspension of your Account. Internet and telephone payment options are available, and crediting times vary (but generally must be made before 5:00 p.m. CT to 8 p.m. CT depending on what day and how the payment is made). If you are making an internet or telephone payment, please contact Cardmember Service for times specific to your Account and your payment option. Banking days are all calendar days except Saturday, Sunday and federal holidays. Payments due on a Saturday, Sunday or federal holiday and received on those days will be credited on the day of receipt. There is no repayment penalty if you pay your balance at any time prior to your payment due date.

Credit Reporting: We may report information on your Account to Credit Bureaus. Late payments, missed payments or other defaults on your account may be reflected in your credit report.

CITY OF SHEBOYGAN
GARRETT L ERICKSON (CPN 001048524)

Cardmember Service ☎ 1-866-552-8855

Visa Business Rewards

Rewards Center Activity as of 04/04/2016

Rewards Center Activity*	0
Rewards Center Balance	3,083

*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on Net Purchases	1,098	5,096
Gas, Restaurants & Telecom Double Points	307	487
Total Earned	1,405	5,583

For rewards program inquiries and redemptions, call 1-888-229-8864 from 8:00 am to 11:00 pm (CST) Monday through Friday, 8:00 am to 9:00 pm (CST) Saturday and Sunday. Automated account information is available 24 hours a day, 7 days a week.

Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Visa Payment Controls allows you to customize each of your employee's business credit cards to control where, when, and how your employees use them. Easily set controls that limit card use by time of day or day of week, dollar amount, transaction types or geographical locations. Visit myaccountaccess.com/vpc to set up customized controls on your employees' business credit cards today.

Transactions

Payments and Other Credits

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
03/28	03/26	0218	PAYMENT THANK YOU	\$2,475.14CR	_____
TOTAL THIS PERIOD				\$2,475.14CR	

Purchases and Other Debits

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
03/07	03/04	1197	DUKE OF DEVON 920-458-7900 WI	\$53.70	_____
03/07	03/04	7848	CITY BAKERY SHEBOYGAN WI	X \$42.50	_____
03/07	03/05	8007	TRATTORIA STEFANO SHEBOYGAN WI	X \$65.10	_____
03/07	03/05	1831	EB WISNET FUTURE TEC 801-413-7200 CA	X \$170.00	_____
03/07	03/05	9722	ELLAS SHEBOYGAN WI	X \$34.73	_____
03/09	03/07	1422	PAYPAL *SPECIALCAY1 402-935-7733 CA	X \$6.90	_____
03/09	03/08	5483	PAYPAL *OFFICESUPPLY 866-302-5397 WI	X \$111.01	_____

Continued on Next Page



April 2016 Statement 03/05/2016 - 04/05/2016
 CITY OF SHEBOYGAN
 GARRETT L ERICKSON (CPN 001048524)

Page 3 of 4
 Cardmember Service ☎ 1-866-552-8855

Transactions

Purchases and Other Debits

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
03/09	03/09	8306	DBC*BLICK ART MATERIAL 800-447-1892 IL	\$45.49	
03/25	03/24	7145	AMERICAN LIBRARY ASSN CHICAGO IL	\$240.00	
03/25	03/24	5496	PAYPAL *WISCONSINVO 402-935-7733 CA	\$150.00	
03/29	03/28	1677	BLU*meadpubliclibrary. 888-4014678 UT	\$155.88	
03/30	03/29	0080	DOLLARTREE.COM 877-530-8733 VA	\$50.40	
04/01	03/31	8792	FACEBOOK UEG4F9E5G2 650-6187714 CA	\$13.14	
04/04	03/31	4969	TACONY POWR FLITE TORN 636-349-3000 MO	\$112.58	
TOTAL THIS PERIOD				\$1,251.43	

Ann Miller

2558100-53800/

2016 Totals Year-to-Date	
Total Fees Charged in 2016	\$0.00
Total Interest Charged in 2016	\$0.00

Company Approval (This area for use by your company)

Signature/Approval: _____ Accounting Code: _____

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

**APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	10.24%	
**PURCHASES	\$1,251.43	\$0.00	YES	\$0.00	10.24%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	24.24%	

Program Expense

City Bakery

Order #2-436

Mar 4, 2016, 11:17 AM

Sale

Transaction #0972510203041612361

10 x doz. cookies (4.25)	42.50 T
--------------------------	---------

Subtotal	42.50
----------	-------

Total	42.50
--------------	--------------

VISA 4762	42.50
-----------	-------

Name	ERICKSON/GARRETT L
------	--------------------

Approval Code	114061
---------------	--------

Amount	42.50
--------	-------

Total Charged	42.50
---------------	-------

I agree to pay the above total amount according to the card issuer agreement.

Signature _____



1102 Michigan ave.

Sheboygan, WI 53081

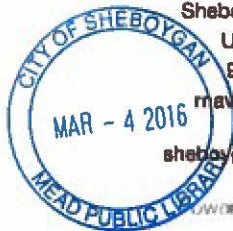
United States

9204574493

maile2@gmail.com

sheboygancitybakery.com

Powered by ShopKeep



City Bakery
1102 Michigan Ave.
Sheboygan, WI 53081

25551110-521800 *VISA*
Sales Receipt

Date 3/4/2016
Sale #

Sold To

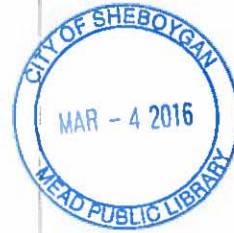
Mead Public Library
c/o Deb
920-3310157

Ship To

Check #
Payment Method

Ship Date 3/4/2016
Due Date 3/4/2016
Other

Description	Qty	Rate	Amount
Dozens Cookies	10	4.25	42.50
<i>For Scan Day Not Part of Net Grant funds Per Deb Voss</i>			
pick up 11 a.m.			
Subtotal			\$42.50
Sales Tax (0.0%)			\$0.00
Total			\$42.50



City Bakery

WWW.sheboyganCityBakery.com

(920)457-4493
(920)803-2482

2535110-521800

ELLAS
113 N 8TH ST
SHEBOYGAN WI 53081
920-457-3034

Terminal ID: 01496434 4218

3/5/16 1:13 PM

VISA - SWIPE
ACCT #: *****4762

CREDIT SALE
UID: 606542996861 REF #: 1493
BATCH #: 091 AUTH #: 315031

AMOUNT \$34.73

TIP \$

TOTAL \$ 34.73

APPROVED

CUSTOMER COPY

Mead PL VISA
Funding for
Scan Day

Reply Reply All Forward

Receipt for your payment to specialcay126@gmail.com service@paypal.com

To: Eisch, Pete

Tuesday, March 08, 2016 12:09 AM



Mar 7, 2016 22:09:23 PST
Transaction ID: 80N659353G241271C

Hello Mead Public Library,

You sent a payment of \$6.90 USD to specialcay126@gmail.com

We've asked the seller to ship.

Thanks for using PayPal. To see all the transaction details, log in to your PayPal account.

It may take a few moments for this transaction to appear in your account.

Seller
specialcay126@gmail.com

Note to seller
You haven't included a note.

Shipping address - confirmed
Mead Public Library attn:Pete
710 N 8th St
Sheboygan, WI 53081-4505
United States

Shipping details
The seller hasn't provided any shipping details yet.

Description	Unit price	Qty	Amount
<u>STEELCASE S100 KEYS (2 keys)</u> Item# 172121049991	\$6.90 USD	1	\$6.90 USD
	Shipping and handling		\$0.00 USD
	Insurance - not offered		---
	Total		\$6.90 USD
	Payment		\$6.90 USD
<p style="text-align: center;">This charge will appear on your credit card statement as "PAYPAL *SPECIALCAY1"</p> <p style="text-align: center;">Payment sent to specialcay126@gmail.com</p>			

Issues with this transaction?

You have 180 days from the date of the transaction to open a dispute in the Resolution Center.

? Questions? Go to the Help Center at: www.paypal.com/help.

Get verified – Pay with your bank and you're 100% protected against unauthorized payments sent from your PayPal account. Log in and click the **Unverified** link below your name.

Please do not reply to this email. This mailbox is not monitored and you will not receive a response. For assistance, log in to your PayPal account and click **Help** in the top right corner of any PayPal page.

You can receive plain text emails instead of HTML emails. To change your Notifications preferences, log in to your account, go to your Profile, and click **My settings**.

Order Processed

[Continue Shopping > \(/\)](#)

Your order number is 1948256 - [Print Invoice \(/account/order/1948256/invoice/pdf\)](#)

Order Summary

Shipping Address

Mead Public Library attn:Pete
710 N 8th St
Sheboygan, WI 53081-4505
(920) 459-3400 x3426

Billing Address

GARRETT ERICKSON
CITY OF SHEBOYGAN
828 CENTER AVE.
SUITE 205
Sheboygan, WI 53081-4505
(920) 459-3400 x3426

Payment Info

Method: PayPal Express
Checkout
Account: pete.eisch@meadpl.org

Order Totals

SubTotal:	\$123.35
10% off orders up to \$125	-\$12.34
Shipping:	\$0.00
Total:	\$111.01

530222

Products Ordered



Boardwalk Mild Cleansing Lotion Hand Soap Refill \$24.67 Qty 5 \$123.35
[\(/cleaning-breakroom/cleaning-janitorial-supplies/hand-skin-care/hand-soaps-cleaners/boardwalk-mild-cleansing-lotion-hand-soap-refill/p51892.html\)](#)
 1 Gallon Size - Moisturizing - Coconut Scent - 4/ Carton

[\(/cleaning-breakroom/cleaning-janitorial-supplies/hand-skin-care/hand-soaps-cleaners/boardwalk-mild-cleansing-lotion-hand-soap-refill/p51892.html\)](#)

Customer Service Reference # EA01M65T

[View Mobile Version](#)

Reply Reply All Forward

Receipt for Your Payment to OfficeSupply.com

service@paypal.com

To: Eisch, Pete

Tuesday, March 08, 2016 3:50 PM



Mar 8, 2016 13:23:09 PST
Transaction ID: 7JH48807L0768193D

Hello Mead Public Library,

You sent a payment of \$111.01 USD to OfficeSupply.com
(paypal@officesupply.com)

It may take a few moments for this transaction to appear in your account.

Merchant

OfficeSupply.com
paypal@officesupply.com

Instructions to merchant

You haven't entered any instructions.

Shipping address - confirmed

Mead Public Library attn:Pete
710 N 8th St
Sheboygan, WI 53081-4505
United States

Shipping details

The seller hasn't provided any shipping details yet.

Description	Unit price	Qty	Amount
Boardwalk Mild Cleansing Lotion Hand Soap Refill Item# BWK420CT;51892;1 CT;Base;4	\$24.67 USD	5	\$123.35 USD
Coupon: Item# Coupon	-\$12.34 USD	1	-\$12.34 USD
	Subtotal		\$111.01 USD
	Total		\$111.01 USD
	Payment		\$111.01 USD

Charge will appear on your credit card statement as "PAYPAL *OFFICESUPPLY"
Payment sent to paypal@officesupply.com

Invoice ID: 1948256

Issues with this transaction?

You have 180 days from the date of the transaction to open a dispute in the Resolution Center.

? Questions? Go to the Help Center at www.paypal.com/help.

Get verified. Pay from your bank account and you're 100% protected against unauthorized payments sent

DeAmico, Debbie

05551110 - 538001 - 10098 — NEH

From: Voss, Deb
Sent: Wednesday, March 16, 2016 7:34 PM
To: DeAmico, Debbie
Subject: NEH Common Heritage Grant - FW: Trattoria Stefano Receipt 3/05/16

Hi Debbie,

This charge on the credit card will be coming through. It was John's & his wife's dinner, which is being funded by the grant. I plan to submit the various receipts from Scan Day next week for reimbursement.

Deb

From: Michael Johnson [mrj898@gmail.com]
Sent: Wednesday, March 16, 2016 7:31 PM
To: Voss, Deb
Subject: Trattoria Stefano Receipt 3/05/16

trattoria STEFANO
920-452-8455
522 S. 8th St.
Server: KENT 03/05/2016
Table 32/1 6:16 PM
Guests: 2 30005
LIGURIAN SEA 12.00
MONTENEGRO MULE 8.00
PASTA 19.95
POLPO ALLA PLANCHA 13.95
Subtotal 53.90
Tax 2.70
Total 56.60
VISA #XXXXXXXXXXXX4762 56.60
Tip 8.50
Total 65.10
Auth:815041
MILLE GRAZIE!
--- Check Closed ---
trattoria STEFANO
920-452-8455
522 S. 8th St.

2555100-525/55

Wisernet Conference
For Conference Fee
Attending: Chase DeVrou/MPZ

Orders: Since sales started

Total Sales: \$170.00 Orders: 1 Attendees: 1

Order #497763462 - \$170.00

Completed

Actions



Purchased by **Garrett Erickson** (chase.devrou@meadpl.org) on Mar 4, 2016 at 2:10 PM (CST)

Paid by Visa - XXXX-XXXXXX-4762

ATTENDEE	QTY	TICKETS	PAID	ACTIONS
Chase DeVrou	1	Attendee (May 10 and 11)	\$170.00	Actions
TOTAL			\$170.00	



HOME / SUPPORT / MEMBERS / COMMUNITY / SERVICES / COMMUNITY AREA NETWORKS /
BOARD OF DIRECTORS / BLOG



WiscNet and WiscNet Community Events

As a membership organization, WiscNet hosts and attends many events throughout the year that are important to the community. If you are interested in having somebody from WiscNet come to your event, contact Sarah Miller at sarahmiller@wiscnet.net.

WiscNet Future Technologies Conference 2016

Tue, May 10,
2016, 9:00am -

WiscNet's Future Technologies Conference is a two-day conference during the spring in Madison. We invite provocative keynote speakers along with members of the WiscNet community to push attendees thinking forward as it relates to topics ranging from teaching and learning to advanced networking.



WiscNet

WiscNet Welcomes Jill Hietpas as Community Area Network Liaison
<https://t.co/W6amH4MuRv>
5 months ago



WiscNet

WiscNet is looking to hire a network engineer. Come work with us!
<http://t.co/LjYpbSYHeq>
5 months ago



WiscNet

Looks like I invented a new word.
Departmentment.
#spellcheckftw
5 months ago

Wed, May 11,
2016, 2:00pm

Information and Registration

Monona Terrace
and Convention
Center
1 John Nolan
Drive, Madison,
Wisconsin 53703,
United State of
America (map)

Google Calendar
· ICS

Earlier Event: November 18

WiscNet Workgroup: Extending Internet to Our
Communities



WiscNet

Congratulations to Bill Herman in his new roll with the Department of Public Instruction!
<http://t.co/otzDtWD2GK>
5 months ago



WiscNet

Meet Robin Hosemann, Library Media Specialist with the Viroqua Area School District.
<http://t.co/kLV3dGotDq>
5 months ago



WiscNet

Learn a little bit about WiscNet's own Sarah Miller!
<http://t.co/FyKrx05PkZ>
5 months ago



WiscNet

WiscNet Workgroup: Extending Internet to Our Communities
<http://t.co/gp111ElwXN>
5 months ago



WiscNet

UW and City of Madison selected for ultra high bandwidth applications
<http://t.co/Okgb2Lq9iW>

2555/156 - 523/22

Erickson, Garrett

From: noreply@bluehost.com
Sent: Monday, February 22, 2016 10:31 PM
To: Erickson, Garrett
Subject: Bluehost auto-renew notification for account meadpubliclibrary.org

 bluehost.com

just letting you know

The following product(s) will be auto-renewing soon:

product description	expiration	term	price
meadpubliclibrary.org			
Plus Hosting	<u>2016-04-12</u>	12.00 mo	\$12.99/mo

total : \$155.88

savings : \$24.00

If the billing information on your account is up-to-date then you're all set! These products will renew automatically roughly 15 days before the expiration date(s) listed above. Some products, such as SEO services and SiteLock, renew 1 day prior to expiration.

To adjust your renewal settings or to update your payment information, simply log in to your account or call us anytime.

25551100 - 538001-10099



Take from Sheboygan connects fund

Order Details

Need to repeat this order? Click "Repeat Order" to review the order and get started.

REPEAT ORDER

Order Number: EC2332440 placed on 03/22/2016

[Printable Receipt](#)

Order Summary

For In-Store Pick-Up

1. Once your order has been placed, you will receive a series of e-mails tracking the status of your order. You will receive an Order Store Receipt Confirmation e-mail when your order is ready to be picked up at the store.
2. Bring your Order Store Receipt Confirmation e-mail and a state-issued photo ID or driver's license with you to the store when picking up your order.

Items in Your Cart:	\$48.00
Shipping:	FREE
Tax:	\$2.40
Order Total:	\$50.40

Billing & Payment

Billing Address Kelly Rohde
710 N 8th St
Sheboygan, WI 53081-4563
(920)459-3400
kellyrohde@meadpl.org

Payment Method Visa xxxxxxxxxxxx4762

Items Purchased

Item Description	Qty	Pick-Up or Delivery	Total Price
 Assured Soft-Bristle Battery-Operated Toothbrushes SKU # 117768 24 units per case	2 cases	FREE Pick-Up at:  Dollar Tree Calumet Square 2223 Calumet Dr Sheboygan, WI 53083 Estimated pick-up 04/01/2016	\$48.00

In-Store Estimated Pick-Up dates are valid for orders placed before 9:30 p.m. ET.

If your order is placed after 9:30 p.m. ET, the Estimated Pick-Up date noted on your Order Confirmation email is not guaranteed and could vary. Once your order has been shipped, your Shipment Confirmation email will include the confirmed Estimated Pick-Up date.

Terms and Conditions of Use for Online Orders

- Shipping charges may apply.
- Handling fees may apply. If you have purchased individual units of a product, a handling fee will be applied to each unit.
- Your credit/debit card will be charged once your order ships. When you place your order, we will put a Pending Authorization on your credit/debit card account for the entire amount of your order. A Pending Authorization means your card issuer will hold the funds pending shipment of your order. This will show up as a "Pending Transaction" on your account. Once we've shipped your order, your credit/debit card will actually be charged. If your order is being shipped from multiple locations, you may see separate charges on your account for each shipment.
- If you have purchased products in full case quantities, please note that some cases come in assortments of styles and colors which cannot be altered. See the item's description on our website.
- So that we may continue to provide you extreme value, we do not offer refunds and consider all sales final.

If you are purchasing the product(s) for resale, you understand and agree that it is your responsibility not to alter or remove any labeling of restrictions or requirements that may be shown on the product(s) and to warn your customers in the event of any future product safety issues or recalls.

We reserve the right, in our sole discretion, to cancel any order or limit order quantity. We may request

Order Summary

Items in Your Cart:	\$48.00
Shipping:	FREE
Tax:	\$2.40
Order Total:	\$50.40

2555/100 - 525/55

Erickson, Garrett

From: Event Customer Service <email_confirm@confmail.experient-inc.com>
Sent: Thursday, March 24, 2016 1:40 PM
To: Erickson, Garrett
Cc: Erickson, Garrett
Subject: PLA 2016 Virtual Conference Confirmation (PLA161:18912)



*** Please do not reply to this e-mail. It was sent from an automated system. ***

Confirmation

Thank you for registering for the PLA 2016 Virtual Conference. The purpose of this confirmation is to:

- acknowledge your registration and provide you with a receipt
- provide details about the PLA 2016 Virtual Conference

Profile

Confirmation ID: 18912
Garrett Erickson
710 N 8th Street
Sheboygan, WI 53081

Registration Detail

Garrett Erickson

Registration Type: VC - Virtual Conference, Onsite-through onsite

Description	Date-Time	Item Total
Registration (Qty: 1)		\$240.00
Total Registration Fees:		\$240.00
Total Registration Paid:		(\$240.00)
Current Balance:		\$0.00

Financial Summary

Total of All Fees:	\$240.00
Total Amount Applied to All Fees:	(\$240.00)
Total Balance Due:	\$0.00

Payment History

Payment #103/24/2016 - \$240.00 [Payment]
Garrett Erickson / Visa / *****4762

Payment Allocation

03/24/2016	Applied: Garrett Erickson's Registration	\$240.00
Total Amount Applied:		\$240.00
Total Amount Not Used:		\$0.00

Payment Totals

Total Payments: \$240.00

Total Refunds: \$0.00

Total Net Paid: \$240.00

Cancellation Policy

Written cancellations, requests for refunds, and/or changes will be accepted until March 25, 2016, and are subject to a \$30 handling fee. Refunds will be processed after April 25, 2016. Written cancellation requests can be emailed to pla@experient-inc.com or sent by fax to (301) 694-5124.

The PLA 2016 Virtual Conference is offered on a cost-recovery basis. PLA reserves the right to cancel all or any part of this event if there is insufficient registration or for other reasons. Neither ALA or PLA is responsible for cancellation charges assessed by the airlines or travel agencies, or other losses incurred due to the cancellation of the workshops. All information listed on this website is subject to change.

For Questions or Correspondence

For questions regarding your registration, please contact Experient Customer Service by email at PLA@experient-inc.com or by calling toll free (800) 424-5249 or (847) 996-5829.

FREQUENTLY ASKED QUESTIONS

Approximately one week prior to the event, PLA will send, to the email address on this registration, login instructions and further information.

WEB UPDATES Bookmark <http://www.placonference.org/virtual-conference/> and watch for new developments about the PLA 2016 Virtual Conference. Updates and changes to the schedule may occur before the conference.

Keep informed of the latest conference/updates/information on Facebook ([facebook.com/pla.org](https://www.facebook.com/pla.org)) and Twitter ([#pla2016](https://twitter.com/pla2016)).

Thank you again for registering for the PLA 2016 Virtual Conference!

The PLA 2016 Conference Team

When

Thursday May 5, 2016 at 7:30 AM CDT

-15-

Friday May 6, 2016 at 1:30 PM CDT

[Add to Calendar](#)**Where**

Country Springs Hotel

2810 Golf Road

Pewaukee, WI 53072

**Driving Directions****Contact**

Teri-Gene Conlin (Teri-Gene.Conlin@EauClaireWi.Gov)

Brochure Link: <http://www.wvca.org/2016-annual-conference>

47th Annual WVCA Conference: Brewing Up New Ideas

47th Annual WVCA Conference "Brewing Up New Ideas in Volunteerism." WVCA is a professional, statewide organization advocating for volunteerism through support, resources and educational development.

You have successfully registered for this event; look for a confirmation email arriving shortly. Thanks for your interest!

Personal Information

First Name: Lauren
 Last Name: Richmond
 Email Address: lauren.richmond@meadpl.org
 Address 1: 710 N. 8th St.
 City: Port Washington
 State: Wisconsin
 ZIP Code: 53081
 Phone: 920-459-3400
 What is your supervisor's email? garrett.ericson@meadpl.org

Badge Information

Badge Name: Lauren Richmond
 Company Name: Mead Public Library
 Job Title: Volunteer Coordinator

Dining Arrangements

Thursday: Hot Breakfast Buffet (7:30-8:30am) Yes, I will be joining you.
 Thursday Plated Lunch (11:45-1:15pm) Yes, I will be joining you.
 Friday: Hot Breakfast (7:15-8:00am) Yes, I will be joining you.
 Friday Plated Lunch:(12:15-1:30pm) Yes, I will be joining you.

Payment Summary**Payment Method**

Paid By PayPal

Name	Type	Quantity	Fee	Total
Lauren Richmond	Conference Registration	1	\$150.00	\$150.00
Subtotal:				\$150.00

Additional Items	Option	Quantity	Price	Total
Workshop 1 (10:00 AM - 11:00 AM)	1C: Volunteer Management 101: Building a Foundation for Best Practices, Shelly Kaiser	1	\$0.00	\$0.00
Workshop 2 - 90 minutes (1:30 - 3:00 PM)	2A: The Leader's Role in Sustaining Volunteer Passion, Barry Allland	1	\$0.00	\$0.00
Workshop 3 (3:15 - 4:45 PM)	3B: Finding and Engaging	1	\$0.00	\$0.00

Workshop 3 (3:15 - 4:15 PM)	Volunteers Through Social Media, Jo Jones	1	\$0.00	\$0.00
Topic Area Professional Networking	Human Services Organizations (Ballroom)	1	\$0.00	\$0.00
Workshop 4 (10:00 - 11:00 AM)	4A: Step by Step Superstar Volunteer Attraction, Engagement, and Retention, Dana Zuburchen	1	\$0.00	\$0.00
Workshop 5 (11:15 - 12:15 PM)	5A: Rethinking Recognition, Barry Allland	1	\$0.00	\$0.00
			Subtotal:	\$0.00
			TOTAL:	\$150.00

[Go back to Event Page](#)



TACONY CORPORATION

Powr Flite
3101 WICHITA COURT
FT. WORTH, TX 76140
800-880-2913

Visa - 2555 1150 - 530222

Invoice# 8263471
Location# 40
Date 03/31/16
Page 1 OF 1

** Invoice **

Acct No: 645117
CITY OF SHEBOYGAN
828 CENTER AVE.
SUITE 205
SHEBOYGAN, WI 53081

Ship To:
MEAD PUBLIC LIBRARY
710 N. 8TH ST.
SHEBOYGAN, WI 53081

Order#: 4928236 Cust P/O:ML
Ord-Date:03/29/16 Contact:Garrett Erickson
W/B:WEB

Terms:CREDIT CARD
Frt Term:POWR FLITE FREIGHT TA
Ship-Via:USA Standard (PF)

Product/Description	Open	Ship'd	B/O	Price	U/M	Extension
AA144DC TOOL EXTR UPHOLSTERY 300 PSI DBL CHAMBER 4" HEAD 1.5" TUBE Charge Amt. 112.58 VISA XXXXXXXXXXXXX4762 EXP 12/16 AUTH NO 600340 AVS	1	1	0	89.2200	EA	89.22



Thank You!

Mdse Total	Misc Chg	Tax	Freight	Dep-amt	Dep-Appld	Invoice Total
89.22	0.00	5.36	18.00	0.00	0.00	112.58

645117 Credit Card-Do not pay

CITY OF SHEBOYGAN
828 CENTER AVE.
SUITE 205
SHEBOYGAN, WI 53081

Invoice Inv Date Inv Amount Due Date

Please Return This Stub With Payment 8263471 03/31/16 112.58 03/31/16

Eisch, Pete

From: Powr-Flite <info@powr-flite.com>
Sent: Tuesday, March 29, 2016 4:38 PM
To: Eisch, Pete
Subject: Thank you for your Powr-Flite order

[Click here if viewing from your phone.](#)

Powr-Flite

Order Confirmation

ORDER CONFIRMATION NUMBER: ML_1077037

Billing Info

GARRETT ERICKSON
828 CENTER AVE.
SUITE 205
SHEBOYGAN, WI 53081
US
(920) 459-3400
(920) 459-3400

Payment Method

VI *****4762 for \$111.68

Shipping Info

PETE EISCH
710 N. 8TH ST.
SHEBOYGAN, WI 53081
US
(920) 459-3400
(920) 459-3400

Shipping Method

Standard Ground Shipping

Item #	Product	Qty	Price Each	Total Price
AA144DC	Upholstery Tool with Double Chamber, 1-1/2", Stainless steel, up to 300 p.s.i.	1	\$89.22	\$89.22

Merchandise Subtotal:

\$89.22

Shipping:

\$18.00

Tax:

\$4.46

Total:

\$111.68

Tax Exempt on File will be credited back account for tax

\$107.22

530222

25551100-538001



Facebook, Inc.
1601 Willow Road
Menlo Park, CA 94025-1452
United States

Account: 4147602900361

Transaction #928742563906013-1850354

Description: Facebook Ads Payment

Account: 4147602900361

Transaction Date: 03/31/2016 8:23am

Amount Billed: \$13.14 USD

Billing Reason: This is a monthly bill.

Method: VISA xxxx xxxx xxxx 4762

Status: Payment Completed

Billing Activity

For advertising services provided from 03/30/2016 12:00am to 03/30/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6047179547688	Post: /meadpl/posts/10154055... 44819 to your ad's audience	133 Impressions	\$0.74 USD

Total: \$0.74 USD

Billing Activity

For advertising services provided from 03/29/2016 12:00am to 03/29/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6047179547688	Post: /meadpl/posts/10154055... 44819 to your ad's audience	110 Impressions	\$0.89 USD

Total: \$0.89 USD

Billing Activity

For advertising services provided from 03/28/2016 12:00am to 03/28/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6046808054488	Post: /meadpl/posts/10154032... 69819 to your ad's audience	13 Impressions	\$0.16 USD

Total: \$0.16 USD

Billing Activity

For advertising services provided from 03/27/2016 12:00am to 03/27/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6046808054488	Post: /meadpl/posts/10154032... 69819 to your ad's audience	37 Impressions	\$1.03 USD

Total: \$1.03 USD

Billing Activity

For advertising services provided from 03/26/2016 12:00am to 03/26/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6046808054488	Post: /meadpl/posts/10154032 . 69819 to your ad's audience	55 Impressions	\$1.07 USD

Total

\$1.07 USD

Billing Activity

For advertising services provided from 03/25/2016 12:00am to 03/25/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6046808054488	Post: /meadpl/posts/10154032 . 69819 to your ad's audience	88 Impressions	\$1.01 USD

Total

\$1.01 USD

Billing Activity

For advertising services provided from 03/24/2016 12:00am to 03/24/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6046808054488	Post: /meadpl/posts/10154032 . 69819 to your ad's audience	91 Impressions	\$1.07 USD

Total

\$1.07 USD

Billing Activity

For advertising services provided from 03/23/2016 12:00am to 03/23/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6046808054488	Post: /meadpl/posts/10154032 . 69819 to your ad's audience	49 Impressions	\$0.66 USD

Total

\$0.66 USD

Billing Activity

For advertising services provided from 03/15/2016 12:00am to 03/15/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6046217457288	Post: /meadpl/posts/10154004 . 14819 to your ad's audience	14 Impressions	\$0.16 USD

Total

\$0.16 USD

Billing Activity

For advertising services provided from 03/10/2016 12:00am to 03/10/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6045881370488	Post: /meadpl/posts/10153978 . 14819 to your ad's audience	168 Impressions	\$0.35 USD

Total

\$0.35 USD

Billing Activity

For advertising services provided from 03/05/2016 12:00am to 03/05/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6045464899688	Post: /meadpl/posts/10153968 . 89819 to your ad's audience	49 Impressions	\$0.45 USD

Total

\$0.45 USD

Billing Activity

For advertising services provided from 03/04/2016 12:00am to 03/04/2016 11:59pm

Ad ID	Ad Name	Details	Amount
-------	---------	---------	--------

6045277243888	Post: /meadpl/posts/10153961... 74819 to your ad's audience	46 Impressions	\$0.19 USD
6045464899688	Post: /meadpl/posts/10153968... 89819 to your ad's audience	284 Impressions	\$2.55 USD

Total

\$2.74 USD

Billing Activity

For advertising services provided from 03/03/2016 12:00am to 03/03/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6045277243888	Post: /meadpl/posts/10153961... 74819 to your ad's audience	416 Impressions	\$1.01 USD

Total

\$1.01 USD

Billing Activity

For advertising services provided from 03/02/2016 12:00am to 03/02/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6045277243888	Post: /meadpl/posts/10153961... 74819 to your ad's audience	449 Impressions	\$1.02 USD

Total

\$1.02 USD

Billing Activity

For advertising services provided from 03/01/2016 10:00am to 03/01/2016 4:30pm

Ad ID	Ad Name	Details	Amount
6045277243888	Post: /meadpl/posts/10153961... 74819 to your ad's audience	100 Impressions	\$0.35 USD

Total

\$0.35 USD

Billing Activity

For advertising services provided from 03/01/2016 12:00am to 03/01/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6045277243888	Post: /meadpl/posts/10153961... 74819 to your ad's audience	156 Impressions	\$0.43 USD

Total

\$0.43 USD

\$150.03

my account my orders my frequent buys my lists login

1-800-828-4548

add items to my cart

Join our email list request a catalog find a store contact us

departments a b c d e f g h i j k l m n o p q r s t u v w x y z gifts registries & lists save now cart: 41 (\$195.52)

enter keyword or item number...

for artists for educators product information customer service

Shipping & Delivery

Payment & Contact

Submit Order

Your order has not yet been submitted

Can We Help?

1-800-828-4548

Order Total

Subtotal:	\$195.52
Shipping:	\$0.00
Handling:	\$0.00
Tax:	(exempt)
Total:	\$195.52

[Details about these charges](#)

Shipping & Delivery Information

Shipping Address:
MEAD PUBLIC LIBRARY
710 N 8TH ST
SHEBOYGAN WI 53081-4505

Attention:
Ann Miller

Shipping Method:
Best Value
estimated delivery 5-7 business days

Gift Options:
(not selected)

Billing & Contact Information

Gift Cards and Coupons:
(not applicable)

Payment Method \$195.52:
Credit Card (*****)4762)

Purchase Order Number:

Billing Address:
City of Sheboygan/Mead Library
710 N 8TH ST
SHEBOYGAN WI 53081

Attention:
ann miller

Position Name:
purchasing agent

Daytime Telephone:
920-459-3400

Email Address:
ann.miller@meado.org

Please review your order below. Then click the Submit My Order button at the bottom of the page.

Item Number	Item Detail	Price	Qty	Subtotal
12842-1000	HEAVY DUTY AWL/HEAVY DUTY BOARD (Kellu) Items reserved!	\$3.68	4	\$14.72
13113-4212	CRESCENT PSTR/DISP BD/ORIENTAL YLW 22X28 Items reserved! (Helene)	\$2.79	8	\$22.32
13113-2002	CRESCENT PSTR/DISP BD/BLK 22X28 NO648 Items reserved! (Helene)	\$2.79	8	\$22.32
13113-1112	CRESCENT PSTR/DISP BD/WHT 22X28 NO601 Items reserved! (Helene)	\$2.47	8	\$19.76
28205-1011	PMA 508 ADHES ROLLS/M1X50FT (Helene) Items backordered (expected day...03/03/2016)	\$45.49	1	\$45.49
43304-1026	SPEEDBALL EMULSIONS/PHOTO EMULSN 26.4OZ Items reserved! (Sheb. Connects)	\$14.45	1	\$14.45
43304-1002	SPEEDBALL EMULSIONS/DIAZO SENSITIZER 2OZ Items reserved! (Sheb. Connects)	\$4.55	1	\$4.55
43233-3365	OPAQ IRID FABRIC INK/RASPBERRY 8OZ JAR Items reserved! (Sheb. Connects)	\$7.13	1	\$7.13
43233-7055	OPAQ IRID FABRIC INK/EMRLD GRN 8OZ JAR Items reserved! (Sheb. Connects)	\$7.13	1	\$7.13
43233-5665	OPAQ IRID FABRIC INK/BLU TOPAZ 8OZ JAR Items reserved! (Sheb. Connects)	\$7.13	1	\$7.13
10204-1007	ALL PURPOSE NEWSPRINT/WHT 22X18 500SHT REAM Items reserved! Susan	\$8.14	1	\$8.14
11420-1003	DB ECNO CONSTRUCTION/ASSORTED 9X12 50CT Items reserved! Susan	\$1.08	4	\$4.32
19900-1129	SHARPIE BRUSH MARKER/ASSRTD 12/SET Items reserved! Matt (SLP?)	\$15.27	1	\$15.27

2555 1100 - 27420

[return to my cart](#)

Submit My Order

about blick stores catalogs customer service careers affiliate program link to us privacy & security join our email list take our web survey



Dick Blick Art Materials · P.O. Box 1267 · Galesburg, IL 61402-1267 · Phone (800) 828-4548 · Fax (800) 621-8293

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2015 MEAD PUBLIC LIBRARY ANNUAL REPORT

GARRETT ERICKSON, LIBRARY DIRECTOR

The Mead Public Library continued to evolve in 2015 to provide the services that residents with changing needs and lifestyles expect from their library. We spent countless hours over the past year creating a more functional, attractive and welcoming library to fill the needs of our community. The library staff also continued to foster partnerships with other community organizations so that together, we can work to make a difference in people's lives.

In keeping with our mission to meet the needs and interests of our diverse community, we asked the Friends of Mead Public Library to conduct a customer satisfaction survey in which hundreds of library users were surveyed. The results were tallied and assisted library administration in making many positive changes to the library's services and physical layout. These improvements included shifting magazines and newspapers to an area with better lighting, improved shelving and location of large print books, and adding a Torke coffee vending machine to the first floor.

Another area of emphasis in 2015 was offering more self-service options, in particular holds pickups, a fines and fees payment device, and fax service. Self-service opportunities give our staff the ability to spend more time with people who need help, while providing faster and more private service to those who do not require assistance. In 2016 we are adding self-service payments for printing as well. The option to provide automated self-service options in some areas has made it possible, thus far, to maintain Mead Library's high standards even while the city administration asks that our budget remain flat (0% increase).

In meeting the needs of members of our community, we continue to add new and improved digital services including more that are available online by remote access. In 2015 we introduced hoopla, a digital service offering movies, music, e-books and comics; and freegal, a music and movie download service including an option to keep three songs per week. Use of our other e-content, including books and magazines, continues to grow as well.

We began work on a Digital Media Lab and Makerspace which, when completed in 2016, will offer our patrons access to 3D printing, specialized software, and digital devices for learning and experimentation. Thank you to the Kohler Foundation, the Mead Public Library Foundation, and the Green Bay Packers Community Foundation for their support.

Digital communication are growing. Mead's Facebook page reached 1,000 "likes" in February and by December was at 1,600. The library's new monthly e-newsletter has over 1,000 subscribers.

We work hard to provide a comfortable and welcoming place for over 300,000 visitors to

our building every year who use our services and check out items from our collection of books, music, movies and more. In 2015, we improved our first floor layout and design, adding a new café area with vending machines and moving the Friends BookStore closer to the library entrance for better visibility (and the Friends have already experienced increased sales volume). We also changed our summer hours to be in sync with the Thursday evening concert series downtown. With only weeks to spare before summer, a new chiller (air conditioning unit) was installed.

In 2016, we will continue to focus on redesigning the second floor to keep up with new trends in library service. Some of those trends include: more programs and events; more spaces for people to meet, connect, study and learn; a slightly smaller physical materials collection as more library content is offered in digital formats; and more people accessing the Internet with their own devices using the library's wireless network .

We also said goodbye to two key employees in 2015. Dale Gort began working for the library as an IT Specialist in January of 2007 after spending many years working for the Manitowoc Public Library in the same capacity. Also, Pat Mueller, Administrative Assistant, retired after nearly four years with the library. Pat had numerous duties including working with our volunteers, board members and ordering supplies for the staff. Thanks to each of them for their wonderful service to the citizens of Sheboygan!

We also are very grateful to the Friends of Mead Public Library and the Mead Public Library Foundation, as well as many other donors, for providing funding for enhanced services and equipment. Their support allows us to offer the community an extra measure of library services.

PUBLIC SERVICES

MELISSA PRENTICE, MANAGER

Organizational objectives for this team include support for staff development, training and teamwork, increasing library programming and aligning it with the strategic plan, and increasing the library's involvement and visibility in the community through outreach. Highlights and accomplishments toward these objectives in 2015 include:

Staff:

- Hired three part-time library assistants, cross-trained to work on all floors.
- Implemented the Mead Program Planning Committee, which provides overall guidance for the library's public program plans and is responsible for decision-making and evaluation of proposed programs. Though the criteria for program approval will vary to some extent, some common values are:
 - Alignment with library mission, strategic and/or operational plans
 - Scheduling, particularly the availability of rooms and conflict with other programs
 - Staffing/volunteer needs, including service desk staffing needs
 - Budget
 - Variety/diversity of offerings in terms of target age group, program type, and subject.
- Provided professional development opportunities including: WAPL Conference, WLA Conference and other local workshops and webinars.

Policy/Services:

- Addressed problem patrons and security issues by revising library Code of Conduct and creating progressive discipline policy to be implemented by staff and guards
- Implemented self-service printing and faxing
- Overhaul of first floor layout and design, including new service desk, relocating the Friends BookStore, moving collections to make them more visible and user-friendly (Large Print fiction, paperback romance, graphic novels, music CDs, new material), creation of social commons/café.

Programs:

- Arduino, 3D printing, Hour of Code drop-in programs for teens, held twice per month
- Collaboration with JMKAC visiting artists on several programs for teens: Drive By Press and Young Chicago Authors.

- Art4Fun and Science4Fun, learning-focused after school programs for children. Supported by Friends of the Library and Kohler Foundation.
- Make it @ Mead; drop-in maker space provides material and space to create arts/crafts, technology/fabrication projects. Supported by a Kohler Foundation Grant.
- Seed Library and Seed-Saving programs
- New book clubs: Books on Tap, meets once per month at Urbane; Book to Art, creating art projects based on books
- “Discovering Austen” one-woman play about Jane Austen. Supported by Wisconsin Humanities Council and the Kohler Foundation.
- Collaboration with Spaceport Sheboygan for summer film and star-gazing at Vollrath Park.
- Collaboration with Sheboygan Visual Artists for Chalk It Up.
- Received LSTA grant for Digital Creation Lab.
- Applied for and received two grants from the Kohler Foundation to continue Art4Fun program for children and for summer programs.
- Collaboration with JMKAC on summer concert series, offering concurrent programs on Thursday evenings.

Additional program offerings included numerous film series, poetry circle, book groups, storytimes, Sheboygan Children’s Book Festival, lectures and visits from local authors, game tournaments, and crafting events.

Outreach:

- Library card signup at local schools
- Summer Library Program outreach to summer school sites via student intern
- Successful programming collaborations with UW-Sheboygan and Lakeland College
- Collaborated with numerous local business and city departments to provide opportunities for programs and offer our meeting room space.

Looking ahead:

2016 will see the launch of the new library website, a redesign of the 2nd floor with the goal of meeting a variety of patron needs for the space, increasing visibility of service desk/staff, and launching of our Makerspace and Digital Creation Lab. In programs, we will be hosting Sheboygan Connects in April, a series of programs in connection with the NEH “Common Heritage” Grant, and possibly hosting the Big Read (contingent on NEA grant).

SUPPORT SERVICES

DIANE KALLAS, MANAGER

The Support Services Team at Mead Public Library is responsible for all the “behind-the-scenes” activities that keep the library running smoothly—Information Technology, Technical Services, Interlibrary Loan, Bookshelvers, and Maintenance. Our goal is to ensure that operations in these areas are maintained and working efficiently to support a great customer experience.

In 2015, these groups worked together closely as we redesigned the public spaces on the first floor and began work on selected areas of the second floor. Teamwork and phased project coordination were essential to the successful completion of the massive transformations. If you’ve wondered, “Who moved all that stuff?”—this is the Team!

Bookshelving staff worked almost continuously throughout the year removing selected items, shifting and relocating collections while the Tech Services staff removed records for discarded items from the catalog and worked through multiple collection transfer processes. Maintenance staff scrambled to tear down and relocate shelving as needed to meet project deadlines, and the IT staff worked steadily on replacing old computers and setting up new equipment.

The most notable change was the relocation and consolidation of Jerry Black’s Café, the new social commons area. Adjacent to the large, eastside windows, an abundance of natural light and a view of the newly-created public greenspace across the street made this an ideal location. The Large Print book collection was actually moved twice before finally placing it in its new location, clearing the area for the café. The New Book collection was also reconfigured to make the café more visible and accessible.

Next on the list of notable changes was the relocation of the first floor customer service desk to the middle of the room, and relocating the Friends BookStore. The self-checkout units and Public Access Catalogs (PAC) were split up and dispersed to new locations as well. Old PAC computers were replaced with smaller, faster models. We also installed a FAX24 Self Service fax machine near the library entrance for customer convenience.

New shelving units for our music CD collection were put in place, and the old cabinets repurposed on second floor to store our Sheboygan Press microfilm collection. New, more user-friendly category designations were created. Tech Services and bookshelvers worked together to create, relabel and relocate the entire collection. A big project, but well worth the effort!

We also began creating space on second floor for the Digital Media Lab and Makerspace. This involved removing selected items and relocating the magazine collection, as well as the Reference, Wisconsin and Sheboygan collections, then removing the empty shelving. Ultimately a new Local History collection was created, which should be available for in-house usage in early 2016.

IT and Maintenance staff began replacing some of the old library catalog computers on second floor as well. The process of reconfiguring the workstations in a new location on the

south side of the library began at the end of the year, with completion of that project anticipated in early 2016. New multi-function copier/printers were added to each floor to better accommodate customer demand.

Tech Services staff took on more responsibility for sending and tracking orders for new materials, allowing for more efficient workflows involved in receipt and processing of high-demand items. Almost 21,000 items were received, processed and added to the collection last year by Tech Services staff.

MEAD PUBLIC LIBRARY FOUNDATION

Thank you to the generous donors to the Mead Public Library Foundation. They support the library's facilities, programs, collections, and technology initiatives which enhance the core services provided by the library.

Managers at Mead Public Library submitted a "Wish List" to the Board of Directors of the Mead Public Library Foundation and \$75,750 was approved for disbursements with a summary as follows:

- \$25,000 Customer service desk for first floor redesign, display units for CD music collections, new book displays, integrated power for laptop use in the new and popular cafe' style seating area highlighting natural light from an eastern view.
- \$20,000 Mead Public Library website redesign and Foundation website including usability assessment, mobile responsiveness, and a contemporary design developed by Library Market.
- \$5,000 Self-check wide screen monitor upgrade including enhancements such as book recommendations by genre.
- \$8,000 Recover and replace worn furniture in the Landwehr Children's Library Center and add new book displays.
- \$2,000 Matching funds from the Green Bay Packers Community Foundation for a Digital Media Lab for teens and others. The donation was used to purchase needed peripherals and software for this program that provides a learning experience to create and edit digital photography, music, video animation, and graphic design.
- \$7,250 Replacement of two upholstered love seats, six upholstered chairs, and four puff-scroll lounge chairs reupholstered in the Maas Teen Learning Center.
- \$3,500 Additional funding for Make It @ Mead to boost \$2,500 grant received from Kohler Foundation. This donation was applied toward programming supplies and additional hardware including a 3D printer. The 3D printer gives patrons the opportunity to create tangible objects such as buttons, cutters, bottle caps, and replacement parts.
- \$7,500 AUCITY Cool Picks Summer Reading Program for teens.
- \$5,000 Sponsorship for Sheboygan Children's Book Festival.

Year-End Foundation Account Balances

- Operating Account: \$48,927.18
- Endowment Income Fund: \$20,874.88
- Endowment Fund: \$1,583,813.91
- Maas Income Fund: \$29,237.37 (restricted to Children's/Teen Services)
- Maas Endowment Fund: \$1,315,759.92

Directors and officers of the Foundation Board for 2015 were Bernard Markevitch, president; Kathie Norman, vice-president; Konrad Testwuide, treasurer; Eldon Bohrofen, assistant treasurer; Garrett Erickson, secretary; Judy Biederwolf, Barbara Gruber, William Holbrook, Eleanor Jung, Carol Kolzow, Pat Mahlendorf, Marilyn Montemayor, Sheri Murphy, Thomas Peneski, Maeve Quinn, John Schroeder, and Frederic Tyszka.

FRIENDS OF MEAD PUBLIC LIBRARY

Friends of Mead Public Library Strategic Plan lists the following goals for the organization:

- Increase financial support for the library
- Advocate on behalf of the library
- Develop and utilize members of the Friends to the fullest capacity
- Promote volunteerism at the library

Friends donations to Mead Public Library in 2015 were:

- \$10,000 for furniture purchase to enhance the café seating area and provide patrons comfortable seating
- \$5,000 to sponsor library Book Discussion groups
- \$2,300 to support the Summer Library Program for children
- \$1,682 to pay for movie licenses
- \$1,500 to sponsor Science-4-Fun
- \$1,100 to support programming for adults
- \$1,000 for Arduino technology kits and storage unit
- \$1,000 for Mead Public Library website promotions
- \$500 for Interactive mirror for Youth Services
- \$500 to purchase additional LEGOS for LEGO Club
- \$500 to support the Sheboygan Children’s Book Festival
- \$480 for annual subscription to BookPage for library patrons
- \$400 for Wii gaming programs and equipment updates for Maas Teen Learning Center
- \$125 for books donated to the library in honor or in memory of Friends
- \$25 for Imagination Station play kit

Notable fundraising efforts by the Friends in 2015 were:

BookStore	\$5,000
Special Book Sales	\$6,850
Cash 4 Books	\$250
Better World Books	\$527
Friends Garage Sale	\$1,758
Art-o-Mat	\$85

The Friends Board of Directors also voted to update their quarterly newsletter by changing the name to “News to You Friends” and adding color to make it more vibrant to keep members informed of activities, invitations, and programs.

Through the Friends Book Processing Committee and Board, a “Discarded Books and Materials” policy has been developed with a goal to use this tool with prospective donors to accept only saleable books.

“From our library to yours” is the theme of the Friends program to donate used books to organizations to develop their own libraries. We have 33 organizations, homeschool parents, and Little Free Libraries benefitting from this program. This represents 2,365

children's books and 610 adult books given away.

In May we received the sad news of the death of Nancy Lewis. She served on the Friends Board, was co-chair of the BookStore and special book sales, hosted library movies, was chairman of Art-o-Mat, and helped at special events at the library. She also served on the Mead Public Library Foundation Board from 1989 to 2006 and had been a board member of the Eastern Shores Library System. Nancy was respected and treasured by many. A plaque in her memory is displayed in the BookStore.

Members of the Friends organization volunteered 2,004 service hours during 2015.

Friends of Mead Public Library Officers/Directors in 2015 are: Judy Biederwolf, president; Joan King, secretary; Audrey Kruger, vice president; Dodie Kolb, treasurer; Barbara Cole, Marge Giesen, Pat Mahlendorf, Mary Mitch, Mary Ann Neuses, Sharon Quicker, Donna Mae Ringel, Cheryl Schoenenberger, Nanci Stephani, and Judy Van Calligan.

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT

GENERAL OPERATIONS 255 FUND

Fund Balance December 31, 2015 (Unaudited)

2014 GENERAL OPERATIONS FUND BALANCE

Unreserved Fund Balance	49,968.55	
GASB54 Reserve	413,494.82	
Donations (Project #10096 & #10097)	12,809.83	
General Liability Insurance Reserve	25,000.00	
Chiller II Project (Encumbered Funds)	73,640.00	
Total 2014 Fund Balance		574,913.20

2015 REVENUES

City Tax Appropriation	2,305,741.00	
Library Generated Revenue	76,025.35	
Contributions	81,474.19	
LaVerne Carter Legacy Fund Donation	153,505.33	
ESLS - Sheboygan County	538,888.00	
ESLS - Ozaukee County	9,230.00	
ESLS Contracts - Backup Reference	53,114.00	
Adj. County Reimbursements	42,288.30	
LSTA - Grants	16,465.13	
Inter-Transfer General Fund	119,546.00	
Total 2015 Revenues		<u>3,396,277.30</u>
		<u>3,971,190.50</u>

2015 EXPENSES

Personnel Services	2,025,250.62	
Contractual Services	79,386.96	
Commodities	437,535.80 *	
Operating Expenses	221,699.51 *	
Utilities Expense	111,537.39	
LaVerne Carter Legacy Fund Donation	153,505.33 Δ	
Chiller II - Air Conditioning Project	73,640.00 ★	
Total 2015 Expenses		<u>(3,102,555.61)</u>

2015 GENERAL OPERATIONS FUND BALANCE

868,634.89

FUND BALANCE SUMMARY

2015 RESERVED ACCOUNTS

GASB54 Reserve	549,913.20	
Donations (Project #10094, #10095 & #10097)	17,224.10	
General Liability Insurance Reserve	25,000.00	
MPL Sick Leave Liability Reserve Fund	177,104.73 #	
Total Reserved Accounts		<u>769,242.03</u>

2015 UNRESERVED FUND BALANCE

99,392.86

2015 GENERAL OPERATIONS FUND BALANCE

868,634.89

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT

GENERAL OPERATIONS 255 FUND

Fund Balance December 31, 2015 (Unaudited)

DONATIONS TO 255 OPERATIONS ACCOUNTS

2014 Balance & 2015 Revenues

2014 Balance Forward	40,273.44	
2015 Revenues	81,474.19	121,747.63

2015 Donation Expenses

Children's Programs, Early Literacy Programs, Lego Club, Acuity Cool Picks Teen Summer Reading Club, Adult Programs, Brainfuse, Children's Book Festival, Movie License, Art for Fun Program, Make It At Mead Program, Digital Creation Lab, Adult Book Club, Mead Seed Exchange Program, In Memory or Honor of Patron Donations	104,523.53	104,523.53
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2014 & 2015 balance of \$17,224.10 donations carried over will be spent in 2015.

2015 DONATIONS TO 255 OPERATIONS ACCOUNTS

17,224.10

GENERAL LIABILITY INSURANCE RESERVE FUND 247700

2014 Balance & 2015 Revenues

2014 Balance	25,000.00	
2015 Revenues	0.00	25,000.00

2015 General Liability Insurance Reserve Fund Expenses

2015 General Liability Insurance Reserve Fund Expense	0.00	0.00
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2015 GENERAL LIABILITY INSURANCE RESERVE FUND 247700

25,000.00

MPL SICK LEAVE LIABILITY RESERVE FUND 492101

2015 Balance

2015 Transfer from City of Sheboygan to Mead Public Library		119,546.00
2015 Mead Public Library Liability to Fund Sick Leave Liability		57,558.73

2015 MPL SICK LEAVE LIABILITY RESERVE FUND 492101

177,104.73

Note: * - \$121,747.63 of operating and commodities expenses were paid with donated funds received from the Mead Public Library Foundation, Friends of Mead Public Library, Green Bay Packer Foundation, Acuity Foundation, Inc., Kohler Foundation Inc., and other generous donors.

* - \$230,815.00 total cost of the Chiller II (Air Conditioning) project. \$75,000.00 capital improvement fund from the City of Sheboygan, \$155,815.00 paid for out of the Mead Public Library reserves. \$82,175.00 paid in 2014 fiscal year balance of \$73,640.00 cost to finish project was paid from the 2015 fiscal year budget.

- MPL sick Leave Liability Reserve Fund created per Mead Public Board of Trustees Meeting Minutes dated November 19, 2015 and City of Sheboygan Resolution No. 6-15-16 dated May 4 2015.

Δ - LaVerne Carter Legacy Fund - Restricted donation transferred from Mead Public Library to Mead Public Library Foundation for temporary investment.

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT

EVERHARD/FORRER 850 FUND

Fund Balance December 31, 2015

2014 EVERHARD/FORRER FUND BALANCE SUMMARY

Invested with Mead Public Library Foundation	997,155.08
Local Balance	73,007.26
Accounts Receivables	1,987.26
Interest Receivables	148.53
Accounts Payables	<u>(126.56)</u>

Total 2014 Fund Balance **1,072,171.57**

2015 REVENUES

Interest on Notes	
Interest on Investments	
Donations	
Sale of Canvas Bags	<u> </u>

Total 2015 Revenues **0.00**

TOTAL 2014 FUND BALANCE AND 2015 REVENUES **1,072,171.57**

2015 EXPENSES & TRANSFERS

Programs	
In-service/Training/Travel	<u> </u>

TOTAL 2015 EXPENSES AND TRANSFERS **0.00**

2015 EVERHARD/FORRER FUND BALANCE **1,072,171.57**

FUND BALANCE SUMMARY

Invested with Mead Public Library Foundation	997,155.08 *
Local Balance	73,007.26
Accounts Receivables	1,987.26
Interest Receivables	148.53
Accounts Payables	<u>(126.56)</u>

2015 EVERHARD/FORRER FUND BALANCE **1,072,171.57**

Mead Public Library Statistics

Checkouts at Mead Public Library	December YTD 2014	December YTD 2015
Adult/Teen Materials	447,798	403,017
Children's Materials	200,236	195,576
Total Adult/Teen/Children's Materials	648,034	598,593
In House Use	91,184	74,893
Interlibrary Loans (Transits)		
Items provided to libraries from Mead	97,653	89,232
Items received for Mead patrons	51,799	49,261
Total Interlibrary Loans (Transits)	149,452	138,493
Number of Library Cards		
Resident	31,551	28,958
Non-Resident	10,466	10,261
Total Number of Registered Users	42,017	39,219
Library Visits		
Gate count	308,293	316,162
Reference Inquiries		
Reference Inquiries	26,916	26,527
Users of Library Internet		
Library workstations	66,526	62,569
Uses of E-Content		
E-Books (Overdrive)	30,208	34,793
E-Audio (Overdrive)	6,214	13,532
E-Video (Overdrive)	147	305
E-Magazines (Zinio)	2,065	1,795
Total Uses of E-Content	38,634	50,425
Programs - Number of Programs, Attendance		
Children (0-11) Number of Programs	472	470
Children (0-11) Attendance	12,990	13,151
Teen (12-18) Number of Programs	51	62
Teen (12-18) Attendance	1,910	1,790
Adult (18+) Number of Programs	208	240
Adult (18+) Attendance	2,445	4,392
Total Number of Programs	731	772
Total Number of Attendance	17,345	19,333

2015 Library Board of Trustees

President

Ms. Maeve Quinn

Vice President

Mr. Henry M. Nelson

Finance Officer

Mr. Dirk Zylman

Other Trustees

Ms. Chris Campe

Ald. Darryl Carlson*

Mr. Dave Hoffman

Mrs. Dolcye Johnson

Mrs. Nancy Mannchen

Ms. Kathie Norman

Ms. Martha Wortche**

Ex Officio

Mr. Garrett Erickson, Library Director and Secretary

* Resigned October 2015

** Term expired without reappointment April 2015

Mead Public Library Statistics - March 2016

	March 2015	March 2016	Monthly % Change 2015 vs. 2016	Year-to-date 2015	Year-to-date 2016	YTD % Change 2015 vs. 2016
Circulation Transactions						
Adult Materials	37,188	34,729	-7%	109,518	104,606	-4%
Children's Materials	17,730	15,543	-12%	48,910	45,431	-7%
Total Circulation Transactions	54918	50272	-8%	158,428	150,037	-5%
In House use	7,151	6,163	-14%	19,859	17,931	-10%
Interlibrary Loans (Transits)						
Items provided to libraries	8,514	8,145	-4%	24,087	23,831	-1%
Items received from Libraries	4,821	4,825	0%	14,122	13,871	-2%
Total Interlibrary Loans (Transits)	13,335	12970	-3%	38209	37702	-1%
Uses of E-Content						
E-Books (Overdrive)	2,958	2,993	1%	8,650	8,983	4%
E-Audio (Overdrive) - Freegal	587	810	38%	1,677	2,393	43%
E-Video (Overdrive) - Hoopla	9	12	33%	48	39	-19%
E-Magazines (Zinio)	182	137	-25%	390	392	1%
Total Uses of E-Content	3736	3952	6%	10765	11807	10%
Library Visits						
Gate count	30,632	25,403	-17%	85,917	78,145	-9%
Reference Inquiries						
Reference Inquiries	2,500	2,407	-4%	7,225	6,400	-11%
Users of Public Internet PCs						
Library workstations	5,864	3,896	-34%	16,274	13,132	-19%
Wireless Sessions	0	7,537	0%	12,679	15,251	20%
Number of Registered Users						
Resident				30,373	28,478	-6%
Non-Resident				10,073	10,307	2%
Total Number of Registered Users				40446	38785	2%
Programs (Number of Programs, Attendance)						
Children (0-11) Number of Programs	47	50	6%	135	140	4%
Children (0-11) Attendance	987	1,100	11%	2,937	3,156	7%
Teen (12-18) Number of Programs	6	6	0%	10	10	0%
Teen (12-18) Attendance	157	87	-45%	237	163	-31%
Adult (18+) Number of Programs	34	18	-47%	84	52	-38%
Adult (18+) Attendance	427	191	-55%	1,011	905	-10%
Total number of Programs	87	74	-15%	229	202	-12%
Total number of Attendance	1,571	1378	-12%	4185	4224	1%
Conference Room Utilization by % of Utilization						
Rocca Meeting Room	38%	29%	9%	45%	29%	-15%
Loft Meeting Room	33%	41%	8%	25%	36%	11%
2nd Floor Small Meeting Room	41%	31%	-9%	27%	30%	3%



ABOUT PLSR

This is a community-based project to consider how to best provide public library system services in Wisconsin. Building on the work of many, its goal is to develop a plan for implementation of new models of service. The process, led by the Steering Committee and managed by WiLS, will include nine workgroups to consider new models for services. The outcome of the process will be recommendations for new models of service and how to implement these new models.

The process relies on transparency and communication. This website is the primary place where you can find information about the project. If you have any questions or comments, please contact us.

Background

Wisconsin's library system law, providing funding for coordinated regional library services, officially went into effect in 1971 when Senate Bill 47 was signed into law (1971 Act 152). The creation of public library systems fostered the establishment of a strong network of resource sharing and mutually beneficial interdependence. The actual creation and development of public library systems in Wisconsin was a voluntary and gradual process. No county or public library is required to be a member of a library system; yet, as of this writing, all of Wisconsin's 72 counties and more than 380 public libraries are library system members. Wisconsin's 17 public library systems developed in distinct ways in response to the needs of their member libraries and area residents.

While changes in society, resources, and technologies have created new demands and opportunities for systems, the law and services required of them as well as many of their practices are still relatively unchanged from the original law. The library community—the systems, libraries, and the legislature—has recognized the need to update what is required of library systems as well as to redesign the services in a manner that is more efficient and effective. The Public Library System Redesign project, facilitated by DPI and led by a Steering Committee representing the public library landscape, hopes to explore and determine the best ways to deliver the best services to Wisconsin public library patrons.

RECENT UPDATES

- PLSR Update for 4/21/2016
- PLSR Update for 4/7/2016
- PLSR Update for 3/23/2016
- PLSR Update for 2/24/2016
- PLSR Update for 2/10/2016
- PLSR Update for 1/27/2016
- PLSR Update for 1/20/2016
- PLSR Update for 1/13/2016
- PLSR Update for 1/6/2016
- Welcome!

DRAFT 04/20/16	Population	cert	OCLC	Econtent	ILS	ILS replace	ILS admin	Total	Paid 2016	Difference	Votes
Sheboygan	48897	1	\$ 3,047.64	\$ 3,873.66	\$ 4,839.00	\$ 967.74	\$ 2,586.30	\$ 15,314.34	\$ 16,152.00	\$ (837.66)	3
West Bend	31531	1	\$ 3,047.64	\$ 3,873.66	\$ 4,839.00	\$ 967.74	\$ 2,586.30	\$ 15,314.34	\$ 34,128.00	\$ (18,813.66)	3
Beaver Dam	16572	1	\$ 3,047.64	\$ 3,873.66	\$ -	\$ -	\$ -	\$ 6,921.30	\$ 10,013.00	\$ (3,091.70)	3
Mequon	26609	1	\$ 3,047.64	\$ 3,873.66	\$ 4,839.00	\$ 967.74	\$ 2,586.30	\$ 15,314.34	\$ 16,669.00	\$ (1,354.66)	3
Germantown	19891	1	\$ 3,047.64	\$ 3,873.66	\$ 4,839.00	\$ 967.74	\$ 2,586.30	\$ 15,314.34	\$ 22,362.00	\$ (7,047.66)	3
Grafton	15592	1	\$ 3,047.64	\$ 3,873.66	\$ 4,839.00	\$ 967.74	\$ 2,586.30	\$ 15,314.34	\$ 14,945.00	\$ 369.34	3
Hartford	14320	1	\$ 3,047.64	\$ 3,873.66	\$ 4,839.00	\$ 967.74	\$ 2,586.30	\$ 15,314.34	\$ 20,697.00	\$ (5,382.66)	3
Waupun	11502	1	\$ 3,047.64	\$ 3,873.66	\$ 4,839.00	\$ 967.74	\$ 2,586.30	\$ 15,314.34	\$ 13,139.00	\$ 2,175.34	3
Cedarburg	11479	1	\$ 3,047.64	\$ 3,873.66	\$ 4,839.00	\$ 967.74	\$ 2,586.30	\$ 15,314.34	\$ 15,576.00	\$ (261.66)	3
Pt Washington	11439	1	\$ 3,047.64	\$ 3,873.66	\$ 4,839.00	\$ 967.74	\$ 2,586.30	\$ 15,314.34	\$ 15,328.00	\$ (13.66)	3
Plymouth	8428	1	\$ 3,047.64	\$ 3,873.66	\$ 4,839.00	\$ 967.74	\$ 2,586.30	\$ 15,314.34	\$ 14,945.00	\$ 369.34	3
Sheboygan Falls	7861	1	\$ 3,047.64	\$ 3,873.66	\$ 4,839.00	\$ 967.74	\$ 2,586.30	\$ 15,314.34	\$ 14,945.00	\$ 369.34	3
Random Lake	5423	2	\$ 2,031.76	\$ 2,582.44	\$ 3,226.00	\$ 645.16	\$ 1,724.20	\$ 10,209.56	\$ 13,597.00	\$ (3,387.44)	2
Slinger	5140	2	\$ 2,031.76	\$ 2,582.44	\$ 3,226.00	\$ 645.16	\$ 1,724.20	\$ 10,209.56	\$ 10,234.00	\$ (24.44)	2
Mayville	5109	2	\$ 2,031.76	\$ 2,582.44	\$ 3,226.00	\$ 645.16	\$ 1,724.20	\$ 10,209.56	\$ 9,162.00	\$ 1,047.56	2
Saukville	4466	2	\$ 2,031.76	\$ 2,582.44	\$ 3,226.00	\$ 645.16	\$ 1,724.20	\$ 10,209.56	\$ 13,597.00	\$ (3,387.44)	2
Kewaskum	4015	2	\$ 2,031.76	\$ 2,582.44	\$ 3,226.00	\$ 645.16	\$ 1,724.20	\$ 10,209.56	\$ 8,264.00	\$ 1,945.56	2
Horicon	3696	2	\$ 2,031.76	\$ 2,582.44	\$ 3,226.00	\$ 645.16	\$ 1,724.20	\$ 10,209.56	\$ 8,792.00	\$ 1,417.56	2
Oostburg	2921	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 12,249.00	\$ (7,144.22)	1
Juneau	2736	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 8,038.00	\$ (2,933.22)	1
Hustisford	2499	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 7,418.00	\$ (2,313.22)	1
Lomira	2431	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 6,609.00	\$ (1,504.22)	1
Theresa	2333	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 6,407.00	\$ (1,302.22)	1
Kohler	2117	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 12,249.00	\$ (7,144.22)	1
Cedar Grove	2102	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 12,249.00	\$ (7,144.22)	1
Fox Lake	1507	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 5,897.00	\$ (792.22)	1
Elkhart Lake	955	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 12,249.00	\$ (7,144.22)	1
Iron Ridge	933	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 6,129.00	\$ (1,024.22)	1
Reeseville	708	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 5,342.00	\$ (237.22)	1
Brownsville	584	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 6,493.00	\$ (1,388.22)	1
Lowell	336	3	\$ 1,015.88	\$ 1,291.22	\$ 1,613.00	\$ 322.58	\$ 862.10	\$ 5,104.78	\$ 4,962.00	\$ 142.78	1
Book Mobile		2	\$ 2,031.76	\$ 2,582.44	\$ 3,226.00	\$ 645.16	\$ 1,724.20	\$ 10,209.56	\$ 12,897.00	\$ (2,687.44)	2
LakeLand College		2	\$ -	\$ 2,582.44	\$ 3,226.00	\$ 645.16	\$ 1,724.20	\$ 8,177.80	\$ 16,166.00	\$ (7,988.20)	2
TOTALS			\$ 64,000.44	\$ 83,929.30	\$ 100,006.00	\$ 19,999.96	\$ 50,001.80	\$ 302,998.54	\$ 378,836.00	\$ (75,837.46)	65
			63.00	65	62	62	62				
Source			OCLC/Acontrol	Bruce/WPLC	Polaris	MWFLS	ESLS				

Local Holds First and In Demand Collection

Local Holds First

ESLS Directors discussed Local Holds first and a moratorium.

Local Holds First is the preference for ESLS. This will be evaluated as to the effect it has on patrons, delivery, etc. ESLS will continue to monitor the queue (order in which holds are filled) to balance workload on libraries in filling requests.

In Polaris the setting is referred to as: "Prefer my location":

"If an item's assigned branch matches the pickup branch of any request in the queue, fill that request ahead of the others. In effect, Prefer my location favors requests that keep or return an item to its assigned branch."

In Demand Collection

The Resource library contract would include funds to purchase In Demand items to be shared by all ESLS-MWFLS libraries. Using ratio reports, Mead staff will select, order, catalog, link, and process In Demand items. They are linked with a "XYZ*" collection codes and the shelving location is "Resource Library*." Once there are no more holds on a title, the in demand copies are returned to Mead.

ESLS-MWFLS member libraries also agree to adhere to member purchasing obligations. Mead will use \$30,000 to cover staffing and processing materials purchased through this contract.

Monies will be divided by collection (This is 70% of the Resource library Contracted amount):

Nonfiction: (includes reference):	\$14,000
Fiction:	\$13,000
E-content:	\$30,000
Books on CD/Playaways/Music CD:	\$6,000
DVD's:	\$7,000
Total	\$70,000

Percentages may be adjusted as needed.

In Demand Purchasing Formulas

Print: Exceptions may be made due to high demand titles.

Nonfiction 1 copy/6 holds

Fiction 1/7 holds

Not to exceed 30 copies

Books on CD/Playaways/Music CD: 1 copy/10 holds

Not to exceed 10 Copies

DVD: 1 copy/20 holds

Not to exceed 5 copies