

**\*\*\*ATTACHMENTS\*\*\***

**Minutes**  
**Mead Public Library**  
**Board of Trustees**  
**December 17, 2015**

A meeting of the Mead Public Library (MPL) Board of Trustees was held on Thursday, December 17th in The Loft. Present Board of Trustee members were Maeve Quinn, presiding, Chris Campe, Dave Hoffman, Dolcye Johnson, Henry Nelson, Kathie Norman and Dirk Zylman. Unable to attend was Nancy Mannchen. Staff members present: Debbie DeAmico, Garrett Erickson, Diane Kallas, Lauren Richmond, Chase Devrou and Melissa Prentice. Mayor Vandersteen was also in attendance.

**1. Opening of Meeting**

- 1.1 Quinn called the meeting for order at 3:47 p.m. She determined there was a quorum present.
- 1.2 Quinn led the Pledge of Allegiance.
- 1.3 There were no public comments at this meeting.
- 1.4 Zylman **moved** to approve the minutes from November 19, 2015; Johnson **seconded** the motion. The motion **passed**.
- 1.5 Correspondence, Announcements, and Common Council Reports
  - Mayor Vandersteen gave updates to numerous development projects that will continue to bring life and economy to the city including a new housing property on 8th street, a new processing plant for Old Wisconsin Sausage and a newly proposed site to house art objects.
  - Quinn reports that the next Building Use Committee meeting date has not been set.
- 1.6 Introduction of new staff
  - Erickson welcomes Lauren Richmond as the new Administrative Assistant and Volunteer Coordinator and Chase Devrou as the new IT Specialist
- 1.7 Adopt Resolution in honor of the service of Darryl Carlson as a Mead Public Library Trustee and library liaison to the Sheboygan Common Council. Nelson **moved** to approve the resolution. Norman **seconded** the motion. The motion is **passed**.

**2. Committee Reports**

- 2.1 Finance Committee – Dirk Zylman, Chair. Report of 12/17/15 meeting  
Zylman reported the Finance Committee discussed the following:

- Ending the year in solid shape, net revenues expected.
- Peer comparison will be looked into. The data will be helpful in making future decisions.
- Committee will be bring to the Board in January/February recommendations for future priorities.

- 2.2 Review and approve payment of expenditures (including payroll) and special revenues (including grants); receive monthly 2015 budget status report to date; report of gifts received  
Zylman **moved** to approve payment of expenditures including payroll and recurring expenses. Johnson **seconded** the motion. The motion **carried**.

### 3. Items for discussion and possible action

- 3.1 Discussion and possible action to give direction to library director when discussing possible merger between Eastern Shores Library System and Mid-Wisconsin Library System  
-Erickson reports that there are concerns with the possible merger in the form of governance share, a significant increase in the annual fee to the Eastern Shores Library System and the potential of widening the imbalance of materials borrowed to other libraries. At this time, there seems to be no real advantage for Mead Public Library patrons if the merger were to take place, but there would be definite disadvantages. Mead would remain the largest library in the system, with the highest amount of net lending. The consensus among the full board was that unless there were clear advantages for Mead, Director Erickson was to vote against the merger. If the merger were to move forward with no other concessions for Mead, the board would direct Erickson to investigate dropping out of the Easicat Consortium. The following motion was made: Johnson **moved** to direct Library Director Garrett Erickson and Board of Trustee ESLS Liaison Henry Nelson to share that the Mead Public Library is not in favor of the Mid-Wisconsin proposal due to concerns of governance, payment structure, and concerns regarding the circulation of our collection. No **seconds**. During discussion it is decided that the language "at this time" should be added into the motion to make possible further negotiations. Johnson amended her motion to include "at this time". Hoffman **seconded**. The motion **carried**. Approved motion as follows: **The Board of Trustees direct Library Director Garrett Erickson and Board of Trustee ESLS Liaison Henry Nelson to share that the Mead Public Library is not in favor of the Mid-Wisconsin proposal at this time due to concerns of governance, payment structure, and concerns regarding the circulation of our collection.**
- 3.2 Discussion of library director evaluation process  
-Policy in place to evaluate January or February. Evaluation form will be sent out via email and will need to be submitted to Nelson by January 15th at which time he will gather data and present to the HR Committee.

- 3.3 Approve 2016 Holiday Schedule  
-Erickson presented an option to follow the City ordinance, but every seven years this will result in giving staff 4 consecutive days off. Norman and Zylman agree that we are a service organization and that four days is too many to be closed. DeAmico says there are alternatives but will take some internal work to organize. Tabled for January with a new suggested calendar to be discussed.

#### **4. Director's Report – Garrett Erickson**

- 4.1 Update on library security  
-Have been experiencing some problems in staff areas. Public stairwell and elevator access to basement now locked on the east side of building. Looking into key fobs for a more permanent solution moving forward. Increase in teen area problems as well, new procedures and tougher penalties will be enforced. Outside hostility is being addressed as well. PIT Crew looking into alternative solutions.
- 4.2 Update on first and second floor modifications  
-Second floor magazines and newspapers have been moved to the center to make room for the maker-space, additional outlets are being installed for the new equipment. Stoplight signs are now in place to designate noise levels in the hopes of reducing noise-related complaints.
- 4.3 Update on website redesign  
-Link to the beta-page now available. Site is 90% finished.
- 4.4 Update on programming  
-Prentice reports that after school programming has had record attendance. 3-D printing is getting popular as well. Cheesehead documentary screening being held January 31st.
- 4.5 November statistics  
-No comments.

#### **5. Liaison Reports**

- 5.1 Eastern Shores Library System (ESLS) – Henry Nelson  
-Four ESLS trustees were honored for their service. Seven points identified as a set of negotiating parameters that would make a merger feasible. \$5-12,000 to be captured from the sale at the existing bookmobile.
- 5.2 Mead Public Library Foundation – Kathie Norman/Maeve Quinn  
-No December meeting. Yuletide Reception a large success with the help of the Friends. Makerspace area highlighted at the event was well received.

- 5.3 Friends of Mead Public Library – Lauren Richmond  
-New furniture for the Cafe to be ordered as soon as final design is approved.  
Friends have decided to move book sales to June and October to help with staffing and conflicts.

**6. Upcoming Meetings**

- 6.1 Library Board - Finance Committee (1/28/16 @TBD)  
6.2 Board of Trustees (1/28/16 @3:45)

**7. Adjourn**

- 7.1 Nelson **moved** to adjourn the meeting; Hoffman **seconded** the motion. The motion **passed**. Quinn concluded the meeting at 5:34 p.m.

MPL Visa Credit Card Purchases  
 12/5/2015 - 1/6/2016

Account #	Amount	Fiscal Year Expense	Description
25551150-642200	\$ 9.95	2015	IT expense
25551100-649100-10094	\$ 199.00	2015	Voluntter data base program
25551100-530100	\$ 198.81	2015	Print Shop - Shipping labels
25551100-538001	\$ 11.00	2015	Facebook Advertising - MPL Friends Donation
25551150-523110	\$ 15.88	2016	Janitorial supplies
25551100-530100	\$ 660.00	2016	Support services supplies
Total Charges for 9/4/2015 - 10/5/2015	\$ 1,094.64		

MPL Visa Credit Card Purchases  
 11/5/2015 - 12/4/2015

Account #	Amount	Description
25551150-642200	\$ 9.95	Drop Cam Monthly Charge
25551150-524135	\$ 361.70	Janitorial supplies
25551150-524110	\$ 166.41	Office Equipment Maintenance
25551110-530205	\$ 15.00	Materials purchase
25551150-530200	\$ 84.29	Technical support supplies
25551150-530135	\$ 12.72	Technical support suplies
		Credit refund for printer never received/Facebook advertising/JoAnn
25551100-538001	\$ 453.56	Fabrics/Constant contact
25551110-538001	\$ 108.86	Donated Expense
Total Charges for 9/4/2015 - 10/5/2015	\$ 1,212.49	

MPL Visa Credit Card Purchases  
 10/6/2015 - 11/4/2015

Account #	Amount	Description
25551150-642200	\$ 9.95	Drop Cam Monthly Charge
25551150-524110	\$ 1,523.04	Building Maintenance
25551100-527110	\$ 586.34	G. Erickson - Six Sigma Class Reg Fees
25551150-523110	\$ 149.85	Technical Supplies
25551100-521400	\$ 616.69	Employment Ads
25551100-527100	\$ 911.24	WLA Conference Fees
25551150-530255	\$ 19.75	Janitorial Supplies
25551150-530200	\$ 13.90	Technical Supplies
25551150-530135	\$ 5.99	Technical Supplies
25551110-530205	\$ 293.63	1st Floor message board
25551150-530210	\$ 127.50	Magnetic Photo Pockets
25551100-538001	\$ 12.82	Donated Advertising Expense
25551100-530100	\$ 112.80	Fax Cards
25551100-530135	\$ 2.60	Freight on Fax Cards
Total Charges for 9/4/2015 - 10/5/2015	\$ 4,386.10	

Mead Public Library - 2015 & 2016 Accounts Payables through 1-22-2016					
Vendor	Name	Invoice	Check #	Invoice Amt	
900009	AT&T	920283020012-2015	319479	\$136.71	December 2015 Phone Charges
2716	Baker & Taylor	2031542799	319480	\$42.25	2015 Material Purchases
2716	Baker & Taylor	2031542852	319480	\$155.53	2015 Material Purchases
3200	CDW	BNV9761	319481	\$19.95	IT Supply Purchases
3200	CDW	BMR5924	319481	\$50.44	IT Supply Purchases
3200	CDW	BKZ5265	319481	\$128.13	IT Supply Purchases
3200	CDW	BPN9160	319481	\$214.36	IT Supply Purchases
3252	Charter Communications	Dec-15	319482	\$272.99	Internet Service
1597	Enviro-Clean, Inc.	2616	319484	\$4,972.00	December Cleaning Charges
3001	HC Denison Company	Investment	319485	\$153,505.33	LaVerne Carter Legacy Fund - Transfer restricted donation for investment (restricted to Capital Improvements)
231	Midwest Tape	93554107	319486	\$34.99	2015 Material Purchases
231	Midwest Tape	93544846	319486	\$67.47	2016 Material Purchases
231	Midwest Tape	93547463	319486	\$177.96	2017 Material Purchases
231	Midwest Tape	93542586	319486	\$247.18	2018 Material Purchases
231	Midwest Tape	9337691	319486	\$406.90	2019 Material Purchases
900118	Sheboygan Water Utility	9/30/-12/31/2015	319487	\$16.20	Water Usage
900260	Unique Management Services	417909	319488	\$537.00	Fines & Fees Collection Service
900359	Kim Dalhaimer	1-23-16 Program	319722	\$75.00	Gift Cards for 1/23/2016 Cribbage Tournament
12691	Marshall Sign LLC	34688	319790	\$190.00	Signed for Quiet Study Room
4081	DAUN'S PROFESSIONAL	84089	319765	\$145.00	January snow removal
900235	EASTERN SHORES LIBRA	01/2016/895	319767	\$21.38	Telephone Expense
766	KONZ ELECTRIC, LLC	12058	319782	\$613.62	Electrical work for Digital Media Center
900104	ALLIANT ENERGY	11/24-12/29/2015	319825	6,671.16	Electric Billing for December 2015
900260	UNIQUE MANAGEMENT	313925	319882	537.00	Fines & Fees Collection Service
900	ANDRE FIRE EQUIPMENT	15615	319932	569.55	Fire protection contract renewal
1418	ART IN A SUITCASE	JAN 20, 2016	319933	185.00	Program expense
900039	AURORA EMPLOYEE	IN 13728	319934	67.50	EPA services
2716	BAKER & TAYLOR, LLC	2031564091	319935	8.50	Materials Purchase
2716	BAKER & TAYLOR, LLC	2031564073	319935	169.10	Materials Purchase
2716	BAKER & TAYLOR, LLC	5013942308	319935	218.02	Materials Purchase

Mead Public Library - 2015 & 2016 Accounts Payables through 1-22-2016					
Vendor	Name	Invoice	Check #	Invoice Amt	
3200	CDWG	BQC0433	319936	403.92	IT Expense
3200	CDWG	BRP9853	319936	776.52	IT Expense - Digital Media Lab - donation
239	ELDER, KARL	2/17/2016 PROGRAM	319938	150.00	Program expense
900201	GE MONEY BANK/AMAZON	1964	319939	51.58	Program expense
6761	GT GRAPHICS LLC	16068	319940	165.00	Business Cards
1251	HENKE, ANGELIKA	2/10/16 ELEMENTASTIC	319941	250.00	Program expense
3000	HERMAN, AMANDA, J.	237496	319942	14.45	Patron Refund
2741	HUGHES, STEPHANIE A.	253336	319943	25.99	Patron Refund
3123	LLOYD'S PHOTO & DIGI	120	319944	1,572.98	NEH Grant purchases
900181	MENARDS	90645	319945	14.67	Building maintenance
900181	MENARDS	90698	319945	53.89	Building maintenance
900181	MENARDS	91363	319945	18.24	Building maintenance
231	MIDWEST TAPE	93564589	319946	72.97	Materials Purchase
231	MIDWEST TAPE	93560017	319946	97.42	Materials Purchase
231	MIDWEST TAPE	93577356	319946	80.34	Materials Purchase
231	MIDWEST TAPE	93593243	319946	78.98	Materials Purchase
231	MIDWEST TAPE	93581195	319946	29.99	Materials Purchase
231	MIDWEST TAPE	93599478	319946	44.99	Materials Purchase
231	MIDWEST TAPE	93600245	319946	1,858.37	Materials Purchase
900124	MORNINGSTAR	3/16/16 -3/17/17	319947	3,332.00	Materials Purchase
900058	MOVIE LICENSING USA	196299001	319948	1,626.00	Movie License fee
900137	NADA APPRAISAL GUIDE	RENEWAL 1/6/2016	319950	434.00	Materials Purchase
900132	PITNEY BOWES CREDIT	4817657-JA16	319951	368.82	Postage Meter rental fees
1585	PLYMOUTH PUBLIC LIB	160547	319952	51.98	Fines & Fees Refund
3091	SABROWSKY, THERESA	18544	319953	10.99	Patron Refund
900007	SHEBOYGAN COUNTY CHA	19093	319954	35.00	Annual membership fees
3092	SMITH, JENNIFER A.	176172	319955	12.99	Patron Refund
20008	SPECIAL OPERATIONS D	10109	319956	1,941.00	Security Service
491	STAPLES ADVANTAGE	8037452833	319957	69.16	Office supplies
491	STAPLES ADVANTAGE	8037547602	319957	83.16	Office supplies
2762	TELEVEND SERVICES	7127	319958	372.77	Materials Purchase
900103	WAL-MART COMMUNITY	602100229619	319959	58.05	Program expense

**MEAD PUBLIC LIBRARY - 2016 FINANCIAL REPORT - Administrative Services 25551100**

January 2016

Account Balances as of:

March 10, 2022

4:39 PM

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		241,506.00	828.82	240,677.18	0.34
	<b>SUB TOTAL</b>		<b>241,506.00</b>	<b>828.82</b>	<b>240,677.18</b>	<b>0.34</b>
510310	FICA		14,974.00	51.39	14,922.61	0.34
510311	MEDICARE		3,502.00	12.02	3,489.98	0.34
510320	WI RETIREMENT FUND		16,423.00	51.39	16,371.61	0.31
510340	HEALTH INSURANCE	0.00	52,877.00	1,460.90	51,416.10	2.76
510341	RETIREE HEALTH INS		4,000.00	164.23	3,835.77	4.11
510350	DENTAL INSURANCE		4,397.00	218.62	4,178.38	4.97
510351	UNFUNDED PENSION LIABILITY		29,650.00	0.00	29,650.00	0.00
510360	LIFE INSURANCE		666.00	0.00	666.00	0.00
510400	WORKERS COMP		125.00	0.00	125.00	0.00
510410	UNEMPLOYMENT		2,000.00	0.00	2,000.00	0.00
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>128,614.00</b>	<b>1,958.55</b>	<b>126,655.45</b>	<b>1.52</b>
521100	BANKING FEES		1,150.00	0.00	1,150.00	0.00
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	0.00	6,200.00	0.00
521510	BILLING FEES	0.00	5,000.00	0.00	5,000.00	0.00
523110	OFFICE EQUIPMENT MAINT.	0.00	4,200.00	0.00	4,200.00	0.00
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>27,700.00</b>	<b>0.00</b>	<b>27,700.00</b>	<b>0.00</b>
525155	PROFESSIONAL DEVELOPMENT		2,500.00	0.00		0.00
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
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>17,000.00</b>	<b>9,931.48</b>	<b>7,068.52</b>	<b>58.42</b>
530100	OFFICE SUPPLIES	0.00	9,200.00	1,031.25	8,168.75	11.21
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>9,200.00</b>	<b>1,031.25</b>	<b>8,168.75</b>	<b>11.21</b>
538001	DONATION PURCHASES	0.00	2,000.00	35.00	1,965.00	1.75
538001-10096	DONATION PURCHASES	0.00	0.00		0.00	
538001-10097	DONATION PURCHASES	0.00	0.00	185.00	-185.00	595.00
539999	MISC EXP (LATE FEES)		100.00	0.00	100.00	0.00
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>2,100.00</b>	<b>220.00</b>	<b>1,880.00</b>	<b>10.48</b>
540215	GEN PUB OFFICIAL	0.00	8,500.00		8,500.00	0.00
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>8,500.00</b>	<b>0.00</b>	<b>8,500.00</b>	<b>0.00</b>
590255	PARKING ASSESSMENT	0.00	3,000.00	0.00	3,000.00	0.00
	<b>SUB TOTAL</b>	<b>201 0.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>3,000.00</b>	
<b>810101</b>	<b>FUND EQUITY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>810111</b>	<b>SALARY &amp; FRINGE TRUST RESERV</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	<b>ADMINISTRATIVE COST CENTER TOTAL</b>	<b>0.00</b>	<b>437,620.00</b>	<b>13,970.10</b>	<b>423,649.90</b>	<b>3.19</b>

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	3,209.61	731,136.39	0.44	
	<b>SUB TOTAL</b>		<b>734,346.00</b>	<b>3,209.61</b>	<b>731,136.39</b>	<b>0.44</b>	
510310	FICA	0.00	45,530.00	198.99	45,331.01	0.44	
510311	MEDICARE		10,649.00	46.53	10,602.47	0.44	
510320	WI RETIREMENT FUND	0.00	45,428.00	182.89	45,245.11	0.40	
510340	HEALTH INSURANCE		120,149.00	4,518.55	115,630.45	3.76	
510350	DENTAL INSURANCE		11,562.00	777.25	10,784.75	6.72	
510360	LIFE INSURANCE		1,569.00	0.00	1,569.00	0.00	
510400	WORKERS COMP	0.00	360.00	0.00	360.00	0.00	
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>235,247.00</b>	<b>5,724.21</b>	<b>229,522.79</b>	<b>2.43</b>	
521800	PROGRAM SERVICES		5,000.00	386.11	4,613.89	7.72	
523110	OFFICE EQUIPMENT MAINT.	0.00	3,800.00	0.00	3,800.00	0.00	
525155	PROFESSIONAL SERVICES		3,000.00	0.00	3,000.00	0.00	
530205	DISPLAYS		1,100.00	0.00	1,100.00	0.00	
538001	DONATION PURCHASES	0.00	38,000.00	1,876.00	36,124.00	4.94	
538001-10098	DONATION PURCHASES		0.00	2,349.50	-2,349.50		
538001-10099	DONATION PURCHASES	0.00	0.00	165.00	-165.00		
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>50,900.00</b>	<b>4,776.61</b>	<b>46,123.39</b>	<b>9.38</b>	
538002	MATERIALS - ALL CATAGORIES		364,234.00	3,092.68	361,141.32	0.85	
538100	OTHER CONTENT	0.00	61,500.00	3,332.00	58,168.00	5.42	
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>425,734.00</b>	<b>6,424.68</b>	<b>419,309.32</b>	<b>1.51</b>	
538000	TOTAL MATRL'S ACCTS	20	0.00	<b>476,634.00</b>	<b>11,201.29</b>	<b>465,432.71</b>	<b>10.89</b>
	<b>PUBLIC SERVICE COST CENTER TOTAL</b>	<b>0.00</b>	<b>1,446,227.00</b>	<b>20,135.11</b>	<b>1,426,091.89</b>	<b>13.76</b>	

**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	2,293.51	602,808.49	0.38
	<b>SUB TOTAL</b>		<b>605,102.00</b>	<b>2,293.51</b>	<b>602,808.49</b>	<b>0.38</b>
510310	FICA	0.00	37,517.00	142.19	37,374.81	0.38
510311	MEDICARE		8,774.00	33.25	8,740.75	0.38
510320	WI RETIREMENT FUND	0.00	33,941.00	118.92	33,822.08	0.35
510340	HEALTH INSURANCE		97,822.00	3,040.85	94,781.15	3.11
510350	DENTAL INSURANCE		6,243.00	410.87	5,832.13	6.58
510360	LIFE INSURANCE		1,557.00	6.47	1,550.53	0.42
510400	WORKERS COMP		274.00	0.00	274.00	0.00
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>186,128.00</b>	<b>3,752.55</b>	<b>182,375.45</b>	<b>2.02</b>
521700	SECURITY SERVICES (FIRE ALARM- SECURITY GUARDS)	0.00	20,000.00	1,941.00	18,059.00	9.71
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>20,000.00</b>	<b>1,941.00</b>	<b>18,059.00</b>	<b>9.71</b>
523110	OFFICE EQUIPMENT MAINTENANCE	0.00	3,000.00	15.88	2,984.12	0.53
523122	SOFTWARE MAINTENANCE	0.00	30,000.00	0.00	30,000.00	0.00
524110	BUILDING EXTERIOR MAINT	0.00	20,000.00	656.35	19,343.65	3.28
524124	HVAC MAINT & BOILER INS	0.00	9,000.00	0.00	9,000.00	0.00
524126	ELEVATOR MAINTENANCE	0.00	8,500.00	0.00	8,500.00	0.00
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>70,500.00</b>	<b>672.23</b>	<b>69,827.77</b>	<b>0.95</b>
524135	JANITORIAL SUPPLIES/SERVICES	0.00	62,500.00		62,500.00	0.00
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>62,500.00</b>	<b>0.00</b>	<b>62,500.00</b>	<b>0.00</b>
525100	ELECTRICITY	0.00	92,000.00	0.00	92,000.00	0.00
525105	WATER	0.00	1,419.00	0.00	1,419.00	0.00
525110	SEWER	0.00	1,300.00	0.00	1,300.00	0.00
525120	TELEPHONE	0.00	7,000.00	0.50	6,999.50	0.01
525140	GAS - UTILITY	0.00	29,000.00	0.00	29,000.00	0.00
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>130,719.00</b>	<b>0.50</b>	<b>130,718.50</b>	<b>0.00</b>
530135	SHIPPING	0.00	9,000.00	368.82	8,631.18	4.10
530200	PROG SUPP (CAT & CIRC SUPPLIES)	0.00	28,500.00	0.00	28,500.00	0.00
530222	JANITORIAL SUPPLIES		8,000.00		8,000.00	0.00
530210	OPPERATING SUPPLIES (MENDING)	0.00	1,500.00	0.00	1,500.00	0.00
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>47,000.00</b>	<b>368.82</b>	<b>46,631.18</b>	<b>0.78</b>
530255	TOOLS & SMALL EQUIPMENT	0.00	150.00	0.00	150.00	0.00
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>150.00</b>	<b>0.00</b>	<b>150.00</b>	<b>0.00</b>
540200	INSURANCE (FIRE)	0.00	8,400.00	604.80	7,795.20	7.20
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>8,400.00</b>	<b>604.80</b>	<b>7,795.20</b>	<b>7.20</b>
642200	IT EQUIPMENT	0.00	19,500.00	403.92	19,096.08	2.07
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>19,500.00</b>	<b>403.92</b>	<b>19,096.08</b>	<b>2.07</b>
	<b>SUPPORT SERVICES COST CENTER TOTAL</b>	<b>0.00</b>	<b>1,149,999.00</b>	<b>10,037.33</b>	<b>1,139,961.67</b>	
	<b>LIBRARY TOTAL</b>	<b>0.00</b>	<b>3,033,846.00</b>	<b>44,142.54</b>	<b>2,989,703.46</b>	<b>1.46</b>

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	0.00	437,620.00	13,970.10	423,649.90	3.19
25551110	PUBLIC SERVICES	0.00	1,446,227.00	20,135.11	1,426,091.89	13.76
25551150	SUPPORT SERVICES	0.00	1,149,999.00	10,037.33	1,139,961.67	0.00
	FUND EQUITY INCREASE					
	<b>Total All Cost Centers</b>	<b>0.00</b>	<b>3,033,846.00</b>	<b>44,142.54</b>	<b>2,989,703.46</b>	<b>1.46</b>

REVENUES APPROPRIATIONS AND RECEIPTS

ACCT	DESCRIPTION	APPROP 15	RECEIVED 15	BALANCE 15	% REC
411100	REAL ESTATE TAXES	2,305,741.00	0.00	-2,305,741.00	0.00
431709	ESLS SHEBOYGAN COUNTY	517,119.00	0.00	-517,119.00	0.00
431710	ESLS OZAUKEE COUNTY	8,290.00	0.00	-8,290.00	0.00
431711	ESLS BACK UP REF	51,100.00	0.00	-51,100.00	0.00
431712	ADJ COUNTY RMBRSMNT	41,896.00	0.00	-41,896.00	0.00
431722	ESLS LSTA GRANT	4,000.00	0.00	-4,000.00	0.00
447606	PHOTOCOPIES	10,000.00	401.49	-9,598.51	4.01
447626	DISCARDED BOOK SALES	4,000.00	0.00	-4,000.00	0.00
	LATE BOOK CHARGES	50,000.00	2,441.56	-47,558.44	4.88
447641	LOST BOOKS	1,000.00	342.89	-657.11	34.29
447699	MISCELLANEOUS	200.00	0.00	-200.00	0.00
449901	VENDING COMMISSIONS	500.00	0.00	-500.00	0.00
467101	CONTRIBUTIONS	40,000.00	139.52	-39,860.48	0.35
469101	SALE OF EQUIPMENT	0.00	924.98	924.98	
469501	CASH OVER/SHORT	0.00	0.00	0.00	100.00
468116	E-RATE DISCOUNT	0.00		0.00	
469950	PRIOR YEAR ADJUST	0.00		0.00	
46999	OTHER MISCELLANEOUS REVENUE	0.00		0.00	100.00
492101	INTER TRANSFER-GENERAL FUND	0.00		0.00	
810101	FUND EQUITY	0.00		0.00	
	<b>Total Revenues</b>	<b>3,033,846.00</b>	<b>4,250.44</b>	<b>-3,029,595.56</b>	<b>0.14</b>

**MEAD PUBLIC LIBRARY BALANCE OF 2016 COMBINED ACCOUNTS**

*Account Balances as of:*

*March 10, 2022*

	<b>DESCRIPTION</b>		<b>APPROP 15</b>	<b>SPENT 15</b>	<b>BALANCE 15</b>	<b>% SPENT</b>
510110	FULL TIME SALARIES - REG		1,580,954.00	6,331.94	1,574,622.06	0.40
510310	FICA		98,021.00	392.57	97,628.43	0.40
510311	MEDICARE		22,925.00	91.80	22,833.20	0.40
510320	WI RETIREMENT FUND		95,792.00	353.20	95,438.80	0.37
510340	HEALTH INSURANCE		270,848.00	9,020.30	261,827.70	3.33
510341	RETIREE HEALTH INS		4,000.00	164.23	3,835.77	4.11
510350	DENTAL INSURANCE		22,202.00	1,406.74	20,795.26	6.34
510351	UNFUNDED PENSION LIABILITY		29,650.00	0.00	29,650.00	0.00
510360	LIFE INSURANCE		3,792.00	6.47	3,785.53	0.17
510400	WORKERS COMP		759.00	0.00	759.00	0.00
510410	UNEMPLOYMENT		2,000.00	0.00	2,000.00	
521100	BANKING FEES		1,150.00	0.00	1,150.00	0.00
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	0.00	6,200.00	0.00
521510	BILLING SERVICES		5,000.00	0.00	5,000.00	0.00
521700	SECURITY SERVICES		20,000.00	1,941.00	14,797.00	9.71
521800	PROGRAM SERVICES		5,000.00	386.11	4,613.89	7.72
523110	OFFICE EQUIPMENT MAINTENANCE		11,000.00	15.88	10,984.12	0.14
523122	SOFTWARE MAINTENANCE		30,000.00	0.00	30,000.00	0.00
524110	BUILDING EXT MAINT		20,000.00	656.35	19,343.65	3.28
524124	HVAC MAINT + BOILER INS		9,000.00	0.00	9,000.00	0.00
524126	ELEVATOR MAINTENANCE		8,500.00	0.00	8,500.00	0.00
524135	JANITORIAL SUPPLIES/SERVICES		62,500.00	0.00	62,500.00	0.00
525100	ELECTRICITY		92,000.00	0.00	92,000.00	0.00
525105	WATER		1,419.00	0.00	1,419.00	0.00
525110	SEWER		1,300.00	0.00	1,300.00	0.00
525120	TELEPHONE		7,000.00	0.50	6,999.50	0.01
525140	GAS - UTILITY		29,000.00	0.00	29,000.00	0.00
525155	PROFESSIONAL DEVELOPMENT		5,500.00	0.00	5,500.00	0.00
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	1,031.25	8,168.75	11.21
530200	PROG SUPP (CAT & CIRC SUPPLIES)		28,500.00	0.00	28,500.00	0.00
530205	DISPLAYS		1,100.00	0.00	1,100.00	0.00
530210	OPPERATING SUPPLIES (MENDING)		1,500.00	0.00	1,500.00	0.00
530222	JANITORIAL SUPPLIES/SERVICES		8,000.00	0.00	8,000.00	0.00
530255	TOOLS & SMALL EQUIPMENT		150.00	0.00	150.00	0.00
538001	DONATION PURCHASES		40,000.00	4,610.50	1,965.00	11.53
538002	ADULT PRINT		364,234.00	3,092.68	361,141.32	0.85
538099	SHIPPING		9,000.00	368.82	8,631.18	4.10
538100	OTHER CONTENT		61,500.00	3,332.00	58,168.00	5.42
539999	MISC EXP (LATE FEES)		100.00	0.00	100.00	0.00
540200	INSURANCE (FIRE)		8,400.00	604.80	7,795.20	7.20
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	403.92	19,096.08	2.07
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	
	<b>TOTAL MEAD PUBLIC LIBRARY EX</b>	<b>0.00</b>	<b>3,033,846.00</b>	<b>44,142.54</b>	<b>2,989,703.46</b>	<b>1.46</b>



**MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT - Administrative Services 25551100**

December 201:

Account Balances as of:

March 10, 2022

4:39 PM

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		267,394.00	234,449.30	32,944.70	87.68
	<b>SUB TOTAL</b>		<b>267,394.00</b>	<b>234,449.30</b>	<b>32,944.70</b>	<b>87.68</b>
510310	FICA		17,509.00	13,845.98	3,663.02	79.08
510311	MEDICARE		4,095.00	3,238.03	856.97	79.07
510320	WI RETIREMENT FUND		19,768.00	15,764.59	4,003.41	79.75
510340	HEALTH INSURANCE	0.00	53,333.00	42,366.72	10,966.28	79.44
510341	RETIREE HEALTH INS		10,673.00	4,440.82	6,232.18	41.61
510350	DENTAL INSURANCE		3,424.00	1,882.43	1,541.57	54.98
510351	UNFUNDED PENSION LIABILITY		29,650.00	29,649.96	0.04	100.00
510360	LIFE INSURANCE		1,200.00	599.53	600.47	49.96
510400	WORKERS COMP		132.00	132.00	0.00	100.00
510410	UNEMPLOYMENT		5,000.00	7,039.10	-2,039.10	140.78
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>144,784.00</b>	<b>118,959.16</b>	<b>25,824.84</b>	<b>82.16</b>
	<b>2015 Enc.</b>					
521100	BANKING FEES		1,000.00	1,364.82	-364.82	136.48
521110	FINANCIAL SERVICE FEES	0.00	1,800.00	2,435.03	-635.03	135.28
521400	ADVERTISING & MARKETING	0.00	10,000.00	3,715.25	6,284.75	37.15
521420	DUPLICATION SERVICES	0.00	6,100.00	6,257.47	-157.47	102.58
521510	BILLING FEES	0.00	5,200.00	3,837.15	1,362.85	73.79
521800-10094	PROGRAM SERVICES		990.16	646.57	343.59	65.30
521900	CONTRACT SERVICES	0.00	13,650.00	13,885.90	-235.90	101.73
523110	OFFICE EQUIPMENT MAINT.	0.00	4,900.00	2,395.78	2,504.22	48.89
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>43,640.16</b>	<b>34,537.97</b>	<b>9,102.19</b>	<b>79.14</b>
527100	STAFF PARKING - CAR ALLOWANCE		15,000.00	11,069.70	3,930.30	
527110	TRAVEL	0.00	1,800.00	1,887.67	-87.67	104.87
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>16,800.00</b>	<b>12,957.37</b>	<b>3,842.63</b>	<b>77.13</b>
530100	OFF SUPPLIES	0.00	8,600.00	8,393.98	206.02	97.60
530115	COMPUTER PAPER	0.00	6,650.00	580.11	6,069.89	8.72
530130	POSTAGE & DELIVERY	0.00	7,800.00	7,607.55	192.45	97.53
530135	SHIPPING	0.00	170.00	93.95	76.05	55.26
530205	DISPLAYS	0.00	140.00	293.63	-153.63	209.74
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>23,360.00</b>	<b>16,969.22</b>	<b>6,390.78</b>	<b>72.64</b>
	2015 Enc.					
538001	DONATION PURCHASES	300.00	68,000.00	69,734.78	-2,034.78	102.99
538001-10096	DONATION PURCHASES	0.00	14,207.24	13,028.44	1,178.80	91.70
538001-10097	DONATION PURCHASES	0.00	2,500.00	1,619.40	880.60	595.00
538007	PROFESSIONAL		160.00		160.00	0.00
538009	BOOK RENTALS	0.00	0.00		0.00	
538099	SHIPPING		0.00		0.00	
539999	MISC EXP (LATE FEES)		100.00	126.84	-26.84	126.84
	<b>SUB TOTAL</b>	<b>300.00</b>	<b>84,967.24</b>	<b>84,509.46</b>	<b>157.78</b>	<b>99.81</b>
540215	GEN PUB OFFICIAL		3,800.00		3,800.00	0.00
	<b>SUB TOTAL</b>		<b>3,800.00</b>	<b>0.00</b>	<b>3,800.00</b>	<b>0.00</b>
590255	PARKING ASSESSMENT		3,000.00	1,353.89	1,646.11	45.13
642100-10094	OFFICE EQUIPMENT				0.00	
642200-10094	IT EQUIPMENTPROGRAMMING	0.00	1,205.39	1,205.39	0.00	100.00
642400-10094	AUDIO VISUAL EQUIPMENT		286.93	286.93	0.00	100.00
642500-10094	OFFICE FURNITURE/FURNISHINGS	0.00	8,120.11	7,490.11	630.00	92.24
649100-10094	OTHER EQUIPMENT	0.00	12,500.00	10,211.91	2,288.09	81.70
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>25,112.43</b>	<b>20,548.23</b>	<b>4,564.20</b>	
	2015 Enc					
		<b>300.00</b>				
<b>810101</b>	<b>FUND EQUITY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>810111</b>	<b>SALARY &amp; FRINGE TRUST RESERV</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>811850</b>	<b>INTERFUND EXP - EVERHARD FORRER</b>		<b>153,505.00</b>	<b>153,505.33</b>	<b>-0.33</b>	
	<b>ADMINISTRATIVE COST CENTER TOTAL</b>	<b>300.00</b>	<b>763,362.83</b>	<b>676,436.04</b>	<b>86,626.79</b>	<b>88.65</b>

**MEAD PUBLIC LIBRARY - 2015 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		742,573.00	744,600.30	-2,027.30	100.27
	<b>SUB TOTAL</b>		<b>742,573.00</b>	<b>744,600.30</b>	<b>-2,027.30</b>	<b>100.27</b>
510310	FICA	0.00	46,040.00	44,547.48	1,492.52	96.76
510311	MEDICARE		10,767.00	10,418.15	348.85	96.76
510320	WI RETIREMENT FUND	0.00	51,980.00	46,426.04	5,553.96	89.32
510340	HEALTH INSURANCE		149,540.00	109,252.20	40,287.80	73.06
510350	DENTAL INSURANCE		12,828.00	8,239.94	4,588.06	64.23
510360	LIFE INSURANCE		1,731.00	1,240.93	490.07	71.69
510400	WORKERS COMP		350.00	350.04	-0.04	100.01
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>273,236.00</b>	<b>220,474.78</b>	<b>52,761.22</b>	<b>80.69</b>
523110	OFFICE EQUIPMENT MAINT.	0.00	4,400.00	262.11	4,137.89	5.96
530135	SHIPPING	0.00	874.00	250.00	624.00	28.60
530205	DISPLAYS	0.00	1,100.00	372.35	727.65	33.85
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>6,374.00</b>	<b>884.46</b>	<b>5,489.54</b>	<b>13.88</b>
		2015 Enc.				
538001	ADULT PRINT	8,626.17	273,980.00	273,403.73	-8,049.90	99.79
538001-10087	SHEBOYGAN READS	0.00	0.00		0.00	
538003-10095	YOUNG PEOPLE'S BOOKS	0.00	70,750.00	62,589.57	8,160.43	88.47
538004	JUVENILE PRINT	0.00	463.61		463.61	0.00
	<b>SUB TOTAL</b>	<b>8,626.17</b>	<b>345,193.61</b>	<b>335,993.30</b>	<b>574.14</b>	<b>97.33</b>
538301	PERD'LS & MICROFILM	0.00	18,100.00	17,159.88	940.12	94.81
	<b>SUB TOTAL</b>		<b>18,100.00</b>	<b>17,159.88</b>	<b>940.12</b>	<b>94.81</b>
		2015 Enc	8,626.17			
538000	TOTAL MATRL'S ACCTS		<b>363,293.61</b>	<b>353,153.18</b>	<b>1,514.26</b>	<b>97.21</b>
	<b>PUBLIC SERVICE COST CENTER TOTAL</b>	<b>8,626.17</b>	<b>1,385,476.61</b>	<b>1,319,112.72</b>	<b>57,737.72</b>	<b>95.83</b>

**MEAD PUBLIC LIBRARY - 2015 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		438,565.00	415,234.19	23,330.81	94.68
510130	TEMP SALARIES - REG		159,424.00	141,610.13	17,813.87	88.83
510140	INTERDEPARTMENT LABOR - REG				0.00	
	<b>SUB TOTAL</b>		<b>597,989.00</b>	<b>556,844.32</b>	<b>41,144.68</b>	<b>93.12</b>
510310	FICA	0.00	37,076.00	32,748.67	4,327.33	88.33
510311	MEDICARE		8,671.00	7,660.16	1,010.84	88.34
510320	WI RETIREMENT FUND	0.00	35,138.00	30,647.07	4,490.93	87.22
510340	HEALTH INSURANCE		93,765.00	72,477.36	21,287.64	77.30
510350	DENTAL INSURANCE		5,160.00	4,930.44	229.56	95.55
510360	LIFE INSURANCE		2,001.00	1,181.02	819.98	59.02
510400	WORKERS COMP		278.00	278.04	-0.04	100.01
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>182,089.00</b>	<b>149,922.76</b>	<b>32,166.24</b>	<b>82.33</b>
	SECURITY SERVICES (FIRE ALARM- SECURITY GUARDS)	0.00	16,400.00	14,002.11	2,397.89	85.38
521700	PROGRAM SERVICES		33,000.00	28,869.99	4,130.01	87.48
521800	<b>SUB TOTAL</b>	<b>0.00</b>	<b>49,400.00</b>	<b>42,872.10</b>	<b>6,527.90</b>	<b>86.79</b>
		2015 Enc.				
521900	CONTRACTED SVCS	0.00	65,715.00	65,501.06	213.94	99.67
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>65,715.00</b>	<b>65,501.06</b>	<b>213.94</b>	<b>99.67</b>
522130	HEAVY EQUIPT MAINT (JOHNSON CN	0.00	6,000.00	4,636.80	1,363.20	77.28
523110	OFFICE EQUIPMENT MAINTENANCE	0.00	3,400.00	2,710.27	689.73	79.71
524110	BUILDING EXTERIOR MAINT	0.00	19,600.00	17,125.43	2,474.57	87.37
524124	HVAC MAINT & BOILER INS	0.00	2,500.00	319.49	2,180.51	12.78
524126	ELEVATOR MAINTENANCE	0.00	9,200.00	9,169.12	30.88	99.66
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>40,700.00</b>	<b>33,961.11</b>	<b>6,738.89</b>	<b>83.44</b>
524130	CUSTODIAL SUPPLIES (LIGHT BULBS	0.00	3,100.00	2,545.72	554.28	82.12
524135	JANITORIAL SUPPLIES	0.00	7,100.00	6,321.12	778.88	89.03
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>10,200.00</b>	<b>8,866.84</b>	<b>1,333.16</b>	<b>86.93</b>
525100	ELECTRICITY	0.00	94,000.00	91,786.94	2,213.06	97.65
525105	WATER	0.00	1,400.00	1,204.58	195.42	86.04
525110	SEWER	0.00	1,450.00	1,362.45	87.55	93.96
525120	TELEPHONE	0.00	9,000.00	6,271.39	2,728.61	69.68
525140	GAS - UTILITY	0.00	26,000.00	17,183.42	8,816.58	66.09
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>131,850.00</b>	<b>117,808.78</b>	<b>14,041.22</b>	<b>89.35</b>
530100	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	
530135	SHIPPING	0.00	1,100.00	552.79	547.21	50.25
530200	PROG SUPP (CAT & CIRC SUPPLIES)	0.00	28,500.00	25,786.94	2,713.06	90.48
530210	OPPERATING SUPPLIES (MENDING)	0.00	1,500.00	1,040.46	459.54	69.36
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>31,100.00</b>	<b>27,380.19</b>	<b>3,719.81</b>	<b>88.04</b>
530255	TOOLS & SMALL EQUIPMENT	0.00	150.00	117.99	32.01	78.66
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>150.00</b>	<b>117.99</b>	<b>32.01</b>	<b>78.66</b>
530500	FIRE FIGHTING SUPPLIES	0.00	300.00	135.05	164.95	45.02
540200	INSURANCE (FIRE)	0.00	7,500.00	9,491.35	-1,991.35	126.55
	<b>SUB TOTAL</b>	<b>0.00</b>	<b>7,800.00</b>	<b>9,626.40</b>	<b>-1,826.40</b>	<b>123.42</b>
641600	MECHANICAL EQUIPMENT	0.00	73,640.00	73,640.00	0.00	100.00
642200	IT EQUIPMENT	6,080.00	25,700.00	20,240.35	-620.35	102.41
	<b>SUB TOTAL</b>	<b>6,080.00</b>	<b>99,340.00</b>	<b>93,880.35</b>	<b>-620.35</b>	
	<b>SUPPORT SERVICES COST CENTER TOTAL</b>	<b>6,080.00</b>	<b>1,216,333.00</b>	<b>1,106,781.90</b>	<b>103,471.10</b>	<b>91.49</b>
	<b>LIBRARY TOTAL</b>	<b>15,006.17</b>	<b>3,365,172.44</b>	<b>3,102,330.66</b>	<b>247,835.61</b>	<b>92.19</b>

**MEAD PUBLIC LIBRARY - 2015 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	300.00	763,362.83	676,436.04	86,626.79	88.65
25551110	PUBLIC SERVICES	8,626.17	1,385,476.61	1,319,112.72	57,737.72	95.83
25551150	SUPPORT SERVICES	6,080.00	1,216,333.00	1,106,781.90	103,471.10	91.49
	FUND EQUITY INCREASE					
	<b>Total All Cost Centers</b>	<b>15,006.17</b>	<b>3,365,172.44</b>	<b>3,102,330.66</b>	<b>247,835.61</b>	<b>92.19</b>

**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	533,093.00	538,888.00	5,795.00	101.09
431710	ESLS OZAUKEE COUNTY	9,230.00	9,230.00	0.00	100.00
431711	ESLS BACK UP REF	52,854.00	53,114.00	260.00	100.49
431712	ADJ COUNTY RMBRSMNT	42,285.00	42,288.30	3.30	100.01
431722	ESLS LSTA GRANT	4,000.00	16,465.13	12,465.13	411.63
447606	PHOTOCOPIES	9,000.00	12,450.26	3,450.26	138.34
447626	DISCARDED BOOK SALES	900.00	4,208.25	3,308.25	467.58
447636	LATE BOOK CHARGES	58,000.00	49,244.79	-8,755.21	84.90
447641	LOST BOOKS	5,500.00	3,327.91	-2,172.09	60.51
447699	MISCELLANEOUS	500.00	84.05	-415.95	16.81
449901	VENDING COMMISSIONS	650.00	653.33	3.33	100.51
461101	INTEREST	0.00	0.00	0.00	
462105	BOOK RENTALS	8,000.00	411.20	-7,588.80	5.14
467101	CONTRIBUTIONS	68,001.00	233,582.55	165,581.55	343.50
469501	CASH OVER/SHORT	0.00	-341.19	-341.19	100.00
469101	SALE OF EQUIPMENT	0.00		0.00	
468116	E-RATE DISCOUNT	0.00		0.00	
469950	PRIOR YEAR ADJUST	0.00		0.00	
46999	OTHER MISCELLANEOUS REVENUE	0.00	5,986.75	5,986.75	100.00
492101	INTER TRANSFER-GENERAL FUND	0.00		0.00	
810101	FUND EQUITY	0.00		0.00	
811850	INTERFUND EXP-EVERHARD FORRER	153,505.00		-153,505.00	0.00
	<b>Total Revenues</b>	<b>3,251,259.00</b>	<b>3,275,334.33</b>	<b>24,075.33</b>	<b>100.74</b>

**MEAD PUBLIC LIBRARY BALANCE OF 2015 COMBINED ACCOUNTS**

*Account Balances as of:*

*March 10, 2022*

	<b>DESCRIPTION</b>		<b>APPROP 15</b>	<b>SPENT 15</b>	<b>BALANCE 15</b>	<b>% SPENT</b>
510110	FULL TIME SALARIES - REG		1,448,532.00	1,394,283.79	54,248.21	96.25
510130	TEMP SALARIES - REG		159,424.00	141,610.13	17,813.87	88.83
510140	INTERDEPARTMENT LABOR - REG		0.00	0.00	0.00	
510170	SEVERANCE PAY		0.00	0.00	0.00	
510310	FICA		100,625.00	91,142.13	9,482.87	90.58
510311	MEDICARE		23,533.00	21,316.34	2,216.66	90.58
510320	WI RETIREMENT FUND		106,886.00	92,837.70	14,048.30	86.86
510340	HEALTH INSURANCE		296,638.00	224,096.28	72,541.72	75.55
510341	RETIREE HEALTH INS		10,673.00	4,440.82	6,232.18	41.61
510350	DENTAL INSURANCE		21,412.00	15,052.81	6,359.19	70.30
510351	UNFUNDED PENSION LIABILITY		29,650.00	29,649.96	0.04	100.00
510360	LIFE INSURANCE		4,932.00	3,021.48	1,910.52	61.26
510400	WORKERS COMP		760.00	760.08	-0.08	100.01
510410	UNEMPLOYMENT		5,000.00	7,039.10	-2,039.10	
521100	BANKING FEES		1,000.00	1,364.82	-364.82	136.48
521110	FINANCIAL SERVICES FEES		1,800.00	2,435.03	-635.03	135.28
521400	ADVERTISING & MARKETING		10,000.00	3,715.25	6,284.75	37.15
521420	DUPLICATING SERVICES		6,100.00	6,257.47	-157.47	102.58
521510	BILLING SERVICES		5,200.00	3,837.15	1,362.85	73.79
521700	SECURITY SERVICES		16,400.00	14,002.11	-864.11	85.38
521800	PROGRAM SERVICES		33,000.00	28,869.99	4,130.01	87.48
521800-10094	PROGRAM SERVICES		990.16	646.57	343.59	65.30
521900	CONTRACT SVCS		79,365.00	79,386.96	-21.96	100.03
522130	HEAVY EQUIPT MAINT (JOHNSON CNTRLS)		6,000.00	4,636.80	1,363.20	77.28
523110	OFFICE EQUIPMENT MAINTENANCE		12,700.00	5,368.16	7,331.84	42.27
524110	BUILDING EXT MAINT		19,600.00	17,125.43	2,474.57	87.37
524124	HVAC MAINT + BOILER INS		2,500.00	319.49	2,180.51	12.78
524126	ELEVATOR MAINTENANCE		9,200.00	9,169.12	30.88	99.66
524130	CUSTODIAL SUPPLIES (LIGHT BULBS)		3,100.00	2,545.72	554.28	82.12
524135	JANITORIAL SUPPLIES		7,100.00	6,321.12	778.88	89.03
525100	ELECTRICITY		94,000.00	91,786.94	2,213.06	97.65
525105	WATER		1,400.00	1,204.58	195.42	86.04
525110	SEWER		1,450.00	1,362.45	87.55	93.96
525120	TELEPHONE		9,000.00	6,271.39	2,728.61	69.68
525140	GAS - UTILITY		26,000.00	17,183.42	8,816.58	66.09
527100	STAFF PARKING - CAR ALLOWANCE		15,000.00	11,069.70	3,930.30	73.80
527110	TRAVEL		1,800.00	1,887.67	-87.67	104.87
530100	OFFICE SUPPLIES	0.00	8,600.00	8,393.98	206.02	97.60
530115	COMPUTER PAPER	0.00	6,650.00	580.11	6,069.89	8.72
530130	POSTAGE & DELIVERY		7,800.00	7,607.55	192.45	97.53
530135	SHIPPING		2,144.00	896.74	1,247.26	41.83
530200	PROG SUPP (CAT & CIRC SUPPLIES)		28,500.00	25,786.94	2,713.06	90.48
530205	DISPLAYS		1,240.00	665.98	574.02	53.71
530210	OPPERATING SUPPLIES (MENDING)		1,500.00	1,040.46	459.54	69.36
530255	TOOLS & SMALL EQUIPMENT		150.00	117.99	32.01	78.66
530500	FIRE FIGHTING SUPPLIES		300.00	135.05	164.95	45.02
538001	ADULT PRINT		273,980.00	273,403.73	-8,049.90	99.79
538001	DONATION PURCHASES		68,000.00	69,734.78	-2,034.78	102.55
538003-10095	YOUNG PEOPLE'S BOOKS		70,750.00	62,589.57	8,160.43	88.47
538001-10096	DONATION PURCHASES		14,207.24	13,028.44	1,178.80	91.70
538001-10097	DONATION PURCHASES		2,500.00	1,619.40	880.60	64.78
538004	JUVENILE PRINT		463.61	0.00	463.61	0.00
538007	PROFESSIONAL		160.00	0.00	160.00	0.00
538009	BOOK RENTALS		0.00	0.00	0.00	
538099	SHIPPING		0.00	0.00	0.00	
538100	ADULT DIGITAL (E-CONTENT)		0.00	0.00	0.00	
538106	JUVENILE DIGITAL		0.00	0.00	0.00	
538301	PERD'LS & MICROFILM		18,100.00	17,159.88	940.12	94.81
539999	MISC EXP (LATE FEES)		100.00	126.84	-26.84	126.84
540200	INSURANCE (FIRE)		7,500.00	9,491.35	-1,991.35	126.55
540215	GEN Pub Official		3,800.00	0.00	3,800.00	0.00
590255	PARKING ASSESSMENT		3,000.00	1,353.89	1,646.11	45.13
621200	10089 BUILDING IMPROVEMENTS		0.00	0.00	0.00	
641600	MECHANICAL EQUIPMENT	0.00	73640.00	73640.00	0.00	1.00
642100-10094	OFFICE EQUIPMENT		0.00	0.00	0.00	

642200	IT EQUIPMENT		25,700.00	20,240.35	5,459.65	78.76
642200-10094	PROGRAMMING		1,205.39	1,205.39	0.00	100.00
642400-10094	AUDIO VISUAL EQUIPMENT		286.93	286.93	0.00	100.00
642500-10094	OFFICE FURNITURE/FURNISHINGS		8,120.11	7,490.11	630.00	92.24
649100-10094	OTHER EQUIPMENT		12,500.00	10,211.91	2,288.09	81.70
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	
811850	INTERFUND EXP - EVERHARD FORRER		153,505.00	153,505.33	-0.33	
		<b>2015 Enc.</b>			0.00	
		<b>15,006.17</b>	<b>3,365,172.44</b>	<b>3,102,330.66</b>	<b>247,835.61</b>	<b>92.19</b>

**MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT**

**EVERHARD/FORRER 85051100 FUND**

**Summary of Expenditures and Revenues**

*Account Balances as of:*

*March 10, 2022*

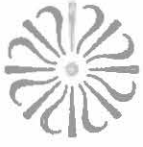
**85051100 APPROPRIATIONS AND EXPENDITURES**

ACCT	DESCRIPTION		APPROP 15	SPENT 15	BALANCE 15	% SPENT
521800	PROGRAM Services	0.00	20,000.00	255.14	19,744.86	1.28
521900	Contracted Services	0.00	0.00		0.00	
526130	Training & Education	0.00	5,000.00	1,744.16	3,255.84	34.88
538100	E-Content		17,500.00		17,500.00	0.00
590100	Contributions		0.00		0.00	
811255	Interfund Exp - Mead Library		20,000.00		20,000.00	0.00
	Carry overs		0.00	0.00	0.00	
		<b>14 Enc.</b>	<b>0.00</b>			
	<b>Total Expenditures</b>		<b>62,500.00</b>	<b>1,999.30</b>	<b>60,500.70</b>	<b>0.03</b>

**REVENUES APPROPRIATIONS AND RECEIPTS**

ACCT	DESCRIPTION		APPROP 15	RECEIVED 15	BALANCE 15	% REC
		2015 Enc.				
104000	INVESTMENTS	0.00	0.00		0.00	
447622	BOOK BAG SALES	0.00	0.00		0.00	
461101	LOCAL FUNDS INTEREST	0.00	0.00		0.00	
461141	INTEREST ON NOTES		0.00		0.00	
467101	DONATIONS	0.00	62,500.00	1,810.14	60,689.86	2.90
<b>Memo Entry</b>	City Transfer of MPL Invested Funds				0.00	
	<b>Total Revenues</b>	<b>0.00</b>	<b>62,500.00</b>	<b>1,810.14</b>	<b>60,689.86</b>	<b>2.90</b>
	<b>Total Everhard/Forrer 85051100 Funds</b>		<b>62,500.00</b>	<b>189.16</b>	<b>-189.16</b>	<b>0.30</b>





NATIONAL ENDOWMENT FOR THE

Humanities

December 23, 2015

Ms. Debra Voss  
Librarian  
Mead Public Library  
710 N. 8th Street  
Sheboygan, WI 53081-4563

Ref: PY-234322-16

Dear Ms. Voss:

I am delighted to inform you that the National Endowment for the Humanities has awarded a grant of \$10,802.00 in support of your project. Your application was considered carefully during the NEH review process, which includes peer review along with deliberation by the National Council on the Humanities and the Office of the Chairman.

I enclose the official notice of action from the NEH Office of Grant Management, which provides information on the grant period and the terms and conditions that apply to your project. Please review this material carefully. Address your questions either to the grants administrator or to the program officer whose names appear on the second page of the award notification.

Congratulations on your award. I wish you every success.

Sincerely,

William D Adams  
Chairman

## NEH Common Heritage Budget

Applicant Institution: Mead Public Library

Project Director: Debbra Voss

Project Dates (inclusive of planning): January 1, 2016 to June 30, 2017

Description Notes	Project Costs
<b>1. Presenters</b>	
Presenter 1	Beth Dippel, Sheboygan County Historical Research Center (6 programs @ \$400.00)
	\$ 2,400.00
Presenter 2	James P. Willaert, Wade House Historic Site ("Restoring Past" Exhibit)
	\$ 2,550.30
Presenter 3	Tamara Lange and David Reese, Sheboygan County Historical Society and Museum ("Community Curated" Exhibit and Programs)
	\$ 1,327.87
<b>2. Travel Costs</b>	
Technology Consultants	John Sarnowski and Staff, ResCarta Foundation, Inc.; 2 days room & board @ \$269/day
	\$ 538.00
<b>3. Supplies, Materials, Equipment</b>	
Scanner	4 @ \$229.00 each
	\$ 916.00
Gigabit Ethernet switch	2 @ \$49.07 each
	\$ 99.74
Gigabit molded patch cables	16 @ \$3.58 each
	\$ 57.28
USB drives	200 @ \$4.98 each
	\$ 996.00
Camera	1 @ \$450
	\$ 450.00
Photo tent	1 @ \$199.00
	\$ 199.00
Studio lights	2 @ \$350.00 each
	\$ 700.00
Light stand	2 @ \$50.00 each
	\$ 100.00
Light box	2 @ \$27.00 each
	\$ 54.00
Close-up lens set	1 @ \$89.00
	\$ 89.00
Preservation enclosures	2 @ 80 lb. text buffered side opening envelopes (50 @ \$37.29)
	\$ 74.58
Preservation enclosures	4 @ 80 lb. Text Unbuffered Negative & Print Envelopes without Thumb-Cuts (100 @ 22.55)
	\$ 90.20
Preservation enclosures	4 @ 80 lb. Text Unbuffered Negative & Print Envelopes without Thumb-Cuts (100 @ 27.39)
	\$ 109.56
Preservation enclosures	1 @ 80 lb. Text Unbuffered Negative & Print Envelopes without Thumb-Cuts (100 @ 49.99)
	\$ 49.99
<b>4. Project Funding Totals</b>	
	Total project costs: \$ 10,801.52
	Total requested from NEH: \$ 10,801.52

**OFFICIAL NOTICE OF ACTION  
National Endowment for the Humanities**

<b>Action Taken: Award</b>		<b>Date of Action: 12/23/2015</b>	
<b>ID Number</b> : PY-234322-16	<b>Award Period</b> : 01/01/2016 - 06/30/2017	<b>Award Recipient</b> : Mead Public Library	<b>DUNS</b> : 076144153
<b>CFDA</b> : 45.149	<b>Award Amounts</b>	<b>Federal Matching Funds</b>	
	<b>Outright</b> : \$10,802.00	<b>Amount Offered</b> : \$0.00	
	<b>Federal Match</b> : \$0.00	<b>Offer</b> :	
	<b>Other</b> : \$0.00	<b>Expires</b> :	
	<b>Total</b> : \$10,802.00		
<b>Institutional Grant Administrator</b> Ms. Debra Voss (DVoss) Librarian Mead Public Library 710 N. 8th Street Sheboygan, WI 53081-4563		<b>Project Director</b> Ms. Debra Voss (DVoss) Librarian Mead Public Library 710 N. 8th Street Sheboygan, WI 53081-4563	

**Project Title:** Preserving the History of Sheboygan Through Digital Images  
**Project Description:** A series of community digitization events at several cultural heritage organizations in Sheboygan, Wisconsin, to preserve personal photographs, letters, memoirs, posters, artwork, and other privately-held sources documenting the history and culture of the region. The materials would be made accessible via "Recollection Wisconsin," a statewide digital repository that contributes content to the Digital Public Library of America (DPLA). The applicant would also collaborate with the Sheboygan County Historical Society and Museum to develop an exhibit that would featuring selections from digitized sources and also host a six-part series of public lectures on local history by the director of the Sheboygan Historical Research Center. Finally, the curator of a local historic property, the Wade House, would offer a related set of public events entitled "Restoring the Past," inviting visitors to participate in hands-on historic restoration activities.

**Remarks:**

All terms and conditions that apply to this award will be considered acceptable unless a written objection is submitted within thirty days of the date of this notice. The first request for payment will indicate the recipient's acceptance of the award.

The administration of this award and the expenditure of funds are subject to the NEH General Terms and Conditions for Awards. This document incorporates by reference the uniform administration requirements, the audit requirements, and the cost principles of OMB's Uniform Guidance.

The due dates for the required financial and performance reports for this grant appear on the last attachment to this notice.

Forms and publications referenced in this award package, including the financial and performance reporting forms and instructions, are available from our website. Go to "Manage Your Grant" at [www.neh.gov](http://www.neh.gov).

Information on requesting payment is located in the Financial Reporting Requirements at <http://www.neh.gov/grants/manage/financial-reporting-requirements>

**NEH Office of Grant Management Official**



Robert Straughter  
Director, OGM

Award Recipient

GRANTEE: Mead Public Library

GRANT NUMBER: PY-234322-16

BASIS OF AWARD

This grant is made in support of the activities described in Endowment application PY-234322.

ENDOWMENT ADMINISTRATION OF THE AWARD

This grant has been funded by the Division of Preservation and Access.

Questions relating to project activities, the scope of the project, or changes in key project personnel should be addressed to:

Joel Wurl  
Senior Program Officer  
Division of Preservation and Access  
National Endowment for the Humanities  
400 7th Street, SW  
Washington, DC 20506  
Telephone: (202) 606-8252  
Fax: (202) 606-8639  
E-mail: [jwurl@neh.gov](mailto:jwurl@neh.gov)

Questions about the regulations that apply to the grant or requests for budget changes or extensions of the grant period should be addressed to:

Barbara Tatge  
Office of Grant Management  
National Endowment for the Humanities  
400 7<sup>th</sup> Street, SW  
Washington, DC 20506  
Telephone: (202) 606-8217  
Fax: (202) 606-8633  
E-mail: [btatge@neh.gov](mailto:btatge@neh.gov)

## SPECIFIC TERMS AND CONDITIONS

The following terms and conditions apply to this grant:

1. The budget submitted with the application is approved. Any variations from the approved budget will be subject to the limitations set forth in Article 11 ("Budget Revisions") of the *General Terms and Conditions for Awards*.
2. The grantee is required to maintain an "organizational prior approval system" for grant administration. Please refer to Article 2 of the *General Terms and Conditions for Awards* for information on this requirement.
3. The due dates for the required financial and performance reports for this award appear on the last attachment to this document. **All reports must be submitted electronically via eGMS, the NEH's online grant management system located at <https://securegrants.nih.gov/eGMS/>.**

All NEH project directors and institutional grants administrators (IGAs) are assigned eGMS accounts, and their user names are shown next to their names (in parentheses) on the attached Official Notice of Action.

When accessing eGMS for the first time, enter the user name provided and click the **Reset Password** button. An e-mail message will be sent to you with a link to create a new password. A User Guide containing detailed instructions is available at the above eGMS site.

4. Final financial and performance reports will be due ninety (90) days after the grant ending date. The OMB Standard Form 425, *Federal Financial Report* (FFR) is required for submission of the final financial report. This form (which can be completed online) and the instructions are available at the eGMS site listed above.
5. Information and instructions for submission of the interim and final performance reports are contained in the *Performance Reporting Requirements*, available on the NEH website at <http://www.nih.gov/grants/manage/performance-reporting-requirements>
6. The Federal Funding Accountability and Transparency Act (FFATA) requires federal agencies to make information about the expenditure of federal funds available to the public. To facilitate this, the NEH Addendum to the General Terms and Conditions for Awards requires your organization to maintain current information in its "Entity record" in the System for Award Management (SAM) for the period of this award. SAM now administers the former Central Contractor Registry (CCR).

7. All materials publicizing or resulting from grant activities must contain an acknowledgment of NEH support. The acknowledgment must also include the following statement: "Any views, findings, conclusions, or recommendations expressed in this {article, book, exhibition, film, program, database, report, Web resource}, do not necessarily represent those of the National Endowment for the Humanities."

Grantees are to consult the Acknowledgment and Publicity Requirements for NEH Awards and Publicizing Your Project pages on the NEH website for guidance on credits and promotion.

ALL TERMS AND CONDITIONS OF THIS GRANT WILL BE CONSIDERED ACCEPTABLE TO THE GRANTEE UNLESS A WRITTEN OBJECTION IS SUBMITTED WITHIN THIRTY DAYS FROM THE DATE OF THIS AWARD.

## REPORT SCHEDULE

### National Endowment for the Humanities

Grant Number: PY-234322--16  
Grantee: Mead Public Library

The following is a listing of the due dates of the reports required for this grant. A copy of this listing should be forwarded to those individuals responsible for the submission of the required reports.

<b>Report</b>	<b>Due Date</b>	<b>Period to be Covered</b>	
Final Financial	9/30/2017	1/1/2016	- 6/30/2017
Final Performance	9/30/2017	1/1/2016	- 6/30/2017

All reports must be submitted electronically via "eGMS", the online grant management system located at <https://securegrants.neh.gov/eGMS/>.

All NEH project directors and institutional grants administrators are assigned eGMS accounts, and their account numbers/user names are shown next to their names (in parentheses) on the attached Official Notice of Action.

When accessing eGMS for the first time, enter the account number or user name provided and click the RESET PASSWORD button. An e-mail message will be sent to you with a link to create a new password. A User Guide containing detailed instructions is available at the above eGMS site.

City of Sheboygan



*Mead Public Library*

710 N. 8th Street  
Sheboygan, WI 53081-4563  
920-459-3400  
Fax: 920-459-0204

**Bill To:**

Friends of Mead Public Library  
710 North 8th Street  
Sheboygan, WI 53081

Invoice #1132016-1  
Date: January 13, 2016

DESCRIPTION	AMOUNT
2016 Donations  -\$16,500-Furniture -\$2,300-LEGO robotics kits -\$2,000-Summer reading programs -\$1,700-Movie licenses -\$1,200-Support for Science-4-Fun -\$1,000-Support for "Sheboygan Connects" -\$1,000-Supoprt for Makerspace and Digital Media Lab -\$1,000-E-newletter and Facebook -\$500-Reception for "Cheesheads" documentary	\$27,200.00
<b>TOTAL</b>	\$27,200.00

Make all checks payable to: *Mead Public Library*

*Thank you for your Business!*

Here is the proposed holiday schedule for 2016

Library Closed:

- New Years Day - Friday, January 1, 2016
- Good Friday - Friday, March 25, 2016
- Easter Sunday – Sunday, March 27, 2016
- Memorial Day - Monday, May 30, 2016
- Independence Day - Monday, July 4, 2016
- Labor Day - Monday, September 5, 2016
- Thanksgiving Day - Thursday, November 24, 2016
- Day After Thanksgiving - Friday, November 25, 2016
- Christmas Eve - Saturday, December 24, 2016
- Christmas Day - Sunday, December 25, 2016
- Christmas Day (observed) - Monday, December 26, 2016
- New Years Eve - Saturday, December 31, 2016
- New Years Day - Sunday, January 1, 2017
- New Years Day (observed) - Monday, January 2, 2017

*Mead Public Library*

DPI Standing Program Attendance Statistics  
2015 Fiscal Year

Month	Total
January	106
February	75
March	69
April	77
May	68
June	152
July	190
August	131
September	98
October	95
November	82
December	75
<b>Total Standing Program Attendance</b>	<b>1218</b>