

*****ATTACHMENTS*****

Minutes
Mead Public Library
Board of Trustees
May 28, 2015

A meeting of the Mead Public Library (MPL) Board of Trustees was held on Thursday, May 28 in The Loft. Present Board of Trustee members were Maeve Quinn, presiding, Chris Campe, Ald. Darryl Carlson, Dave Hoffman, Dolcye Johnson, Nancy Mannchen, Henry Nelson, Kathie Norman, and Dirk Zylman. Unable was: Martha Wortche. Staff members present: Debbie DeAmico, Garrett Erickson, Diane Kallas, and Melissa Prentice.

1. Opening of Meeting

- 1.1 Quinn called the meeting to order at 4:00 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.
Marge Segalle was a guest at the meeting. She updated the board on her treatment for cancer. She expressed her appreciation to serve on the Board of Trustees, and thanked the Board and staff for the wonderful job provided to MPL and the community.

1.4 Approval of Minutes

Norman moved to approve the minutes from April 23, 2015; Johnson seconded the motion. The motion passed.

1.5 Correspondence, Announcements, and Common Council Reports

Quinn distributed a memo from Amy Birtell, Director of Eastern Shores Library System, (ESLS) in regards to the forensic incident response findings which found no violations with ESLS pertinent to computer tampering.

2. Committee Reports

2.1 Finance Committee – Dirk Zylman, Chair

Zylman reviewed the following:

- Metrics regarding human resources expenses is favorable
- The 850 funds were discussed at length in the Finance Committee meeting, and Zylman will work with Norman and the MPL Foundation to align the investments to the original investment intention of 50% international and 50% domestic.
- Fiscal year 2016 budget was discussed at length at the Finance Committee meeting, and this will be tabled until June 2015 Finance Committee and Board of Trustees meetings.

- Zylman reported that the Chiller Phase II project is complete and operational, and looking forward to future capital improvement projects being the HVAC Phase III and the emergency generator. It was suggested that the Board of Trustees ask the Foundation to approach Kohler Company to ask for a donation towards an emergency generator. Norman will discuss at the next Foundation Board meeting.

2.2 Review and approve payment of expenditures, including payroll

Zylman moved to approve payment of expenditures including payroll and reoccurring expenses. Nelson seconded the motion. The motion carried.

Zylman reported on gifts and donations received in May.

2.3 Human Resources (HR) Committee – Henry Nelson, Chair

Nelson reported that the HR Committee met on May 14, and the items that were discussed will be addressed as #3 on the agenda. Nelson reported that the Library wage scale compared to the City of Sheboygan wage scale was discussed at length and was tabled until the next HR Committee meeting. Nelson announced there would be no HR Committee meeting in June, and he said a meeting may be scheduled for July.

3. Items for Discussion and Possible Action

3.1 Discussion and possible action to update library staff expense reimbursement policy.

Nelson moved that employees will be compensated at the reimbursement rate stated in the “Staff Expense Reimbursement” policy, currently located in the Mead Public Library Employee Handbook. The reimbursement rate will be adjusted at the beginning of each fiscal year to represent the current IRS rate for reimbursement. Zylman seconded the motion. The motion passed.

3.2 Update MPL overtime work and compensation policy

Erickson reviewed MPL’s revisions to the “Overtime Work and Compensation” policy. Nelson moved to accept the policy changes as presented. Norman seconded the motion. The motion passed.

3.3 Possible action to approve 2016 operating budget

Erickson and DeAmico gave a review of the draft 2016 MPL fiscal year budget. Zylman informed the Board the budget is similar to the 2015 fiscal year budget with the City of Sheboygan revenue being frozen and Sheboygan County reimbursement revenue being down from what was received in 2015. Percentage breakdown of the budget stayed similar to 2015 with 70% human resources, 14% materials, and 15% operations. Quinn questioned if the proposed budget for future year budgets should include the cost of hiring staff

that would enable the Library to have additional hours of operation to serve the public. The possible approval of the 2016 budget was tabled until the June Board meeting to enable the executive review from City Finance and possible additional Sheboygan County reimbursement revenue announcement.

3.4 Possible action to approve severance pay obligations

Erickson presented the “Good Attendance” severance pay obligation and explained MPL only has two employees still eligible for this benefit. Erickson explained with the obligation amount of \$10,455, it would be beneficial to both MPL and the employees to pay out this obligation at the end of 2015. He recommended removing this policy from the MPL Policies and Procedures. Nelson mentioned to the Board that employees receiving this payout should sign off and date a document stating they have received in full the “Good Attendance” policy payment. Erickson said he would work with City HR to create this document.

Nelson **moved** to pay out the eligible employees for the “Good Attendance” program at the end of the 2015 fiscal year if the funds are available, and eliminate the “Retiree Health Insurance Credits” library policy. Carlson **seconded** the motion. The motion **passed.**

Erickson presented the “Frozen Sick Leave Account” policy. Erickson informed the Board that DeAmico had spoken with the employees that are currently eligible for this benefit, and DeAmico created a survey of responses. Erickson presented the survey and stated the changes being made to the policy actually creates an additional choice to the employees that previously was not available to them. Erickson also informed the Board that the Library’s Vantage Care option only paid insurance premiums, not health care expenses. It was further explained that this (VantageCare) option would also be eliminated with the termination of the current policies. Instead, these eligible employees would have the option of using 100% of their sick leave bank to stay on the City health care plan or accept a 50% of their sick leave bank paid out in cash, upon retirement.

Nelson **moved** to adopt the language from the City’s “Sick Bank Upon Retirement” policy and delete the current “Sick Leave Account,” “Severance Pay-Retirement or Death,” and Severance Pay-Voluntary Termination or Layoffs” library policies, effective May 28, 2015. Carlson **seconded** the motion. The motion **passed.**

4. Election of Officers

4.1 Nominations from the floor and election of officers for 2015-2016 (closed ballot permitted) • President • Vice President

President

Quinn opened nominations from the floor for President. Zylman **nominated** Maeve Quinn. Carlson **seconded** the nomination. **Quinn was elected** by acclamation.

Quinn opened nominations from the floor for Vice President. Quinn **nominated** Henry Nelson. Hoffman **seconded** the nomination. **Nelson was elected** by acclamation.

4.2 Remarks from outgoing and incoming officers

Nelson shared how valuable Erickson is for the MPL day-to-day operations and working to revise the MPL Bylaws and Policies and Procedures. Nelson also stated that Erickson is always supportive to the Board of Trustees, and he has good insight on the library's long-term goals and objectives. Nelson told the Board members that he enjoys being on the MPL Board and enjoys working with each member and with the library staff.

Quinn shared how honored she is to continue on the Board as its President. She also shared how pleased she is that each Board of Trustee member contributes to the Board. Further comments included how she enjoys working with Erickson, the innovative programming, and thoughtful experiences from citizens. Quinn shared some of the accomplishments of MPL during the 2014-2015 term included the Chiller II project completion, Bylaws and Policy and Procedure updates with the help of Erickson, DeAmico, and the Ad Hoc Committee. Quinn informed the Board that despite challenges of a continued frozen budget MPL continues to improve and connect with patrons. Quinn ended her comments by stating the MPL Vision – Enrich, Educate, Connect, Create, Inspire, and how she is looking forward to the 2015-2016 term of office.

4.3 Adopt Schedule of Meetings for 2015-2016.

Erickson presented the Schedule of Meetings for the 2015 – 2016 Board of Trustees meetings.

Carlson **moved** to approve the MPL Board of Trustees Schedule of Meetings for 2015-2016. Norman **seconded**. The **motion** carried.

4.4 Appoint Finance Office for 2015-2016

Quinn appointed Dirk Zylman as Financial Officer for the 2015-2016 term. Zylman accepted the appointment.

4.5 Confirm two Trustees for continued service/election as directors of the Mead Public Library Foundation.

Quinn appointed Kathie Norman and herself to represent the MPL Board of Trustees on the Mead Public Foundation Board. Norman and Quinn accepted the appointments.

4.6 Confirm Trustee to serve as liaison to the Eastern Shores Library System (ESLS) Board.

Quinn appointed Henry Nelson to represent the MPL Board of Trustees on the ESLS Board. Nelson accepted the appointment.

4.7 Quinn appointed and confirmed that the Board members selected the committees they would like to serve on, and all have accepted their appointments as listed on the “Mead Public Library Board of Trustees Committees 2015” schedule.

5. Director’s Report

5.1 First floor redesign

Erickson handed out a layout of the newly redesigned first floor which will create a new café type space on the first floor and furniture will be relocated to this area. The new circulation desk should arrive during June, and it will be moved to the new space which will be more visible and patron accessible. The Friend’s Book Store will be relocated to the present circulation services area.

5.2 Book lease program

Prentice explained that Baker & Taylor has a new program for book and DVD leasing of popular authors and new materials. MPL staff will be able to lease popular books/DVDs and ship the materials back for a cost savings.

5.3 Freegal downloadable music

Prentice explained the new Freegal music download service that the library has subscribed to. Patrons will be able to download and keep a set number of songs each week. She feels this new program will be very popular to patrons.

5.4 Update on programing

Prentice distributed a new brochure that has programs listed for the summer. Erickson told the Board it is his goal to have an MPL program book and market programs on a quarterly basis, rather than monthly.

5.5 Monthly Statistics

Erickson told the Board that MPL staff still do not have access to all of the monthly statistics and that hopefully with the ESLS hiring a new IT person that issue will be remedied in the near future.

6. Liaison Reports

6.1 Eastern Shores Library System

Nelson reported that Amy Birtell is working on the challenging issue of the ESLS delivery van. ESLS Board has started the performance review process of the ESLS director and that replies are due on 6-10-15.

6.2 Mead Public Library Foundation

Norman reported that the MPL Foundation has agreed to do fundraising for the RFID project. The MPL Foundation voted to have Konrad Testwuide and Kathie Norman as the committee to solicit donations for this project. Norman also said the MPL Foundation Board has drafted a "Gift Policy" mirroring the MPL Gift Policy.

6.3 Friends of Mead Public Library

No report was given because of the absence of Mueller.

Quinn announced to the Board that Nancy Lewis died; she said Nancy was such an asset to the library, and she will be dearly missed.

7. Upcoming Meetings

7.1 Finance Committee 6-25-15, 2:15 p.m.

7.2 Board of Trustees, 6-25-15, 3:45 p.m.

8. Information Items – April statistics

9. Adjourn

Carlson **moved** to adjourn the meeting; Nelson **seconded** the motion. The motion **passed.** Quinn concluded the meeting at 5:15 p.m.

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT - Administrative Services 25551100

June 2015 Account Balances as of: February 22, 2022 3:38 PM

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		267,394.00	112,190.94	155,203.06	41.96
	SUB TOTAL		267,394.00	112,190.94	155,203.06	41.96
510310	FICA		17,509.00	6,658.46	10,850.54	38.03
510311	MEDICARE		4,095.00	1,557.17	2,537.83	38.03
510320	WI RETIREMENT FUND		19,768.00	7,540.74	12,227.26	38.15
510340	HEALTH INSURANCE	0.00	53,333.00	21,183.36	32,149.64	39.72
510341	RETIREE HEALTH INS		10,673.00	2,470.06	8,202.94	23.14
510350	DENTAL INSURANCE		3,424.00	886.56	2,537.44	25.89
510351	UNFUNDED PENSION LIABILITY		29,650.00	12,354.15	17,295.85	41.67
510360	LIFE INSURANCE		1,200.00	305.28	894.72	25.44
510400	WORKERS COMP		132.00	55.00	77.00	41.67
510410	UNEMPLOYMENT		5,000.00	3,048.62	1,951.38	60.97
	SUB TOTAL	0.00	144,784.00	56,059.40	88,724.60	38.72
	2015 Enc.					
521100	BANKING FEES		1,000.00	636.02	363.98	63.60
521110	FINANCIAL SERVICE FEES	0.00	1,800.00	1,800.00	0.00	100.00
521400	ADVERTISING & MARKETING	0.00	10,000.00	1,680.00	8,320.00	16.80
521420	DUPLICATION SERVICES	0.00	6,100.00	2,555.17	3,544.83	41.89
521510	BILLING FEES	0.00	5,200.00	892.60	4,307.40	17.17
521800-10094	PROGRAM SERVICES		990.16	646.57	343.59	65.30
521900	CONTRACT SERVICES	0.00	8,650.00	1,947.30	6,702.70	22.51
523110	OFFICE EQUIPMENT MAINT.	0.00	4,900.00		4,900.00	0.00
	SUB TOTAL	0.00	38,640.16	10,157.66	28,482.50	26.29
527100	STAFF PARKING - CAR ALLOWANCE		15,000.00	9,703.85	5,296.15	
527110	TRAVEL	0.00	1,800.00	696.92	1,103.08	38.72
	SUB TOTAL	0.00	16,800.00	10,400.77	6,399.23	61.91
530100	OFF SUPPLIES	0.00	8,600.00	2,592.31	6,007.69	30.14
530115	COMPUTER PAPER	0.00	6,650.00		6,650.00	0.00
530130	POSTAGE & DELIVERY	0.00	7,800.00	6,114.09	1,685.91	78.39
530135	SHIPPING	0.00	170.00		170.00	0.00
530205	DISPLAYS	0.00	140.00		140.00	0.00
	SUB TOTAL	0.00	23,360.00	8,706.40	14,653.60	37.27
	2015 Enc.					
538001	DONATION PURCHASES	3,850.00	36,000.00	14,815.98	17,334.02	51.85
538001-10096	DONATION PURCHASES	0.00	14,207.24	7,248.25	6,958.99	51.02
538001-10097	DONATION PURCHASES	595.00		925.00	-925.00	
538007	PROFESSIONAL		160.00		160.00	0.00
538009	BOOK RENTALS	0.00	6,200.00		6,200.00	0.00
538099	SHIPPING		0.00		0.00	
539999	MISC EXP (LATE FEES)		100.00	60.44	39.56	60.44
	SUB TOTAL	4,445.00	56,667.24	23,049.67	29,172.57	48.52
540215	GEN PUB OFFICIAL		8,800.00		8,800.00	0.00
	SUB TOTAL		8,800.00	0.00	8,800.00	0.00
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	6,870.00	8,120.11	620.11	7,500.00	7.64
649100-10094	OTHER EQUIPMENT	0.00	15,000.00		15,000.00	0.00
	SUB TOTAL	6,870.00	27,612.43	3,466.32	17,276.11	
	2015 Enc		11,315.00			
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		11,315.00	584,057.83	224,031.16	348,711.67	40.30

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT - Public Services 25551110

Account Balances as of:

February 22, 2022

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		742,573.00	363,087.03	379,485.97	48.90
	SUB TOTAL		742,573.00	363,087.03	379,485.97	48.90
510310	FICA	0.00	46,040.00	21,789.46	24,250.54	47.33
510311	MEDICARE		10,767.00	5,095.86	5,671.14	47.33
510320	WI RETIREMENT FUND	0.00	51,980.00	22,883.49	29,096.51	44.02
510340	HEALTH INSURANCE		149,540.00	55,238.40	94,301.60	36.94
510350	DENTAL INSURANCE		12,828.00	4,122.99	8,705.01	32.14
510360	LIFE INSURANCE		1,731.00	596.76	1,134.24	34.47
510400	WORKERS COMP		350.00	145.85	204.15	41.67
	SUB TOTAL	0.00	273,236.00	109,872.81	163,363.19	40.21
523110	OFFICE EQUIPMENT MAINT.	0.00	4,400.00		4,400.00	0.00
530135	SHIPPING	0.00	874.00	0.00	874.00	0.00
530205	DISPLAYS	0.00	1,100.00	53.68	1,046.32	4.88
	SUB TOTAL	0.00	6,374.00	53.68	6,320.32	0.84
		2015 Enc.				
538001	ADULT PRINT	30,116.14	273,980.00	70,552.46	173,311.40	25.75
538001-10087	SHEBOYGAN READS	0.00	0.00		0.00	
538003-10095	YOUNG PEOPLE'S BOOKS	0.00	70,750.00	25,337.32	45,412.68	35.81
538004	JUVENILE PRINT	0.00	463.61		463.61	0.00
	SUB TOTAL	30,116.14	345,193.61	95,889.78	219,187.69	27.78
538301	PERD'LS & MICROFILM	504.04	18,100.00	6,381.69	11,214.27	35.26
	SUB TOTAL		18,100.00	6,381.69	11,214.27	35.26
		2015 Enc	30,620.18			
538000	TOTAL MATRL'S ACCTS		363,293.61	102,271.47	230,401.96	28.15
	PUBLIC SERVICE COST CENTER TOTAL	30,620.18	1,385,476.61	575,284.99	779,571.44	43.73

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT - Support Services 25551150

Account Balances as of:

February 22, 2022

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		438,565.00	192,805.51	245,759.49	43.96
510130	TEMP SALARIES - REG		159,424.00	67,607.27	91,816.73	42.41
510140	INTERDEPARTMENT LABOR - REG				0.00	
	SUB TOTAL		597,989.00	260,412.78	337,576.22	43.55
510310	FICA	0.00	37,076.00	15,318.55	21,757.45	41.32
510311	MEDICARE		8,671.00	3,583.08	5,087.92	41.32
510320	WI RETIREMENT FUND	0.00	35,138.00	14,938.99	20,199.01	42.52
510340	HEALTH INSURANCE		93,765.00	36,555.72	57,209.28	38.99
510350	DENTAL INSURANCE		5,160.00	2,465.22	2,694.78	47.78
510360	LIFE INSURANCE		2,001.00	588.06	1,412.94	29.39
510400	WORKERS COMP		278.00	115.85	162.15	41.67
	SUB TOTAL	0.00	182,089.00	73,565.47	108,523.53	40.40
	SECURITY SERVICES (FIRE ALARM-					
521700	SECURITY GUARDS)	0.00	16,400.00	8,255.11	8,144.89	50.34
521800	PROGRAM SERVICES		33,000.00	518.17	32,481.83	1.57
	SUB TOTAL	0.00	49,400.00	8,773.28	40,626.72	17.76
		2015 Enc.				
521900	CONTRACTED SVCS	4,972.00	65,715.00	39,081.40	21,661.60	59.47
	SUB TOTAL	4,972.00	65,715.00	39,081.40	21,661.60	59.47
522130	HEAVY EQUIPT MAINT (JOHNSON CN	0.00	6,000.00	1,493.50	4,506.50	24.89
523110	OFFICE EQUIPMENT MAINTENANCE	0.00	3,400.00	344.03	3,055.97	10.12
524110	BUILDING EXTERIOR MAINT	0.00	19,600.00	3,881.10	15,718.90	19.80
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	698.80	8,501.20	7.60
	SUB TOTAL	0.00	40,700.00	6,736.92	33,963.08	16.55
524130	CUSTODIAL SUPPLIES (LIGHT BULBS)	0.00	3,100.00	113.94	2,986.06	3.68
524135	JANITORIAL SUPPLIES	0.00	7,100.00	2,846.60	4,253.40	40.09
	SUB TOTAL	0.00	10,200.00	2,960.54	7,239.46	29.02
525100	ELECTRICITY	6,465.67	94,000.00	32,914.52	54,619.81	41.89
525105	WATER	0.00	1,400.00	494.58	905.42	35.33
525110	SEWER	0.00	1,450.00	420.84	1,029.16	29.02
525120	TELEPHONE	0.00	9,000.00	2,151.22	6,848.78	23.90
525140	GAS - UTILITY	838.35	26,000.00	11,161.65	14,000.00	46.15
	SUB TOTAL	7,304.02	131,850.00	47,142.81	77,403.17	41.29
530100	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	
530135	SHIPPING	0.00	1,100.00	178.93	921.07	16.27
530200	PROG SUPP (CAT & CIRC SUPPLIES)	1,224.08	28,500.00	9,761.76	17,514.16	38.55
530210	OPPERATING SUPPLIES (MENDING)	0.00	1,500.00	797.60	702.40	53.17
	SUB TOTAL	1,224.08	31,100.00	10,738.29	19,137.63	38.46
530255	TOOLS & SMALL EQUIPMENT	0.00	150.00	90.37	59.63	60.25
	SUB TOTAL	0.00	150.00	90.37	59.63	60.25
530500	FIRE FIGHTING SUPPLIES	0.00	300.00	135.05	164.95	45.02
540200	INSURANCE (FIRE)	0.00	7,500.00	4,217.90	3,282.10	56.24
	SUB TOTAL	0.00	7,800.00	4,352.95	3,447.05	55.81
641600	MECHANICAL EQUIPMENT	45,060.00	73,640.00	28,580.00	0.00	38.81
642200	IT EQUIPMENT	0.00	19,500.00	8,478.26	11,021.74	43.48
	SUB TOTAL		93,140.00		11,021.74	
	SUPPORT SERVICES COST CENTER TOTAL	58,560.10	1,210,133.00	490,913.07	660,659.83	45.41
	LIBRARY TOTAL	100,495.28	3,179,667.44	1,290,229.22	1,788,942.94	40.58

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT Version7

GENERAL OPERATIONS 255 FUND

Summary of Expenditures and Revenues

Account Balances as of:

February 22, 2022

APPROPRIATIONS AND EXPENDITURES BY COST CENTER

CC	DESCRIPTION	ENCMB 15	APPROP 15	SPENT 15	BALANCE 15	% SPENT
25551100	ADMINISTRATION	11,315.00	584,057.83	224,031.16	348,711.67	40.30
25551110	PUBLIC SERVICES	30,620.18	1,385,476.61	575,284.99	779,571.44	43.73
25551150	SUPPORT SERVICES	58,560.10	1,210,133.00	490,913.07	660,659.83	45.41
	FUND EQUITY INCREASE					
	Total All Cost Centers	100,495.28	3,179,667.44	1,290,229.22	1,788,942.94	40.58

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		-52,854.00	0.00
431712	ADJ COUNTY RMBRSMNT	42,285.00	42,288.30	3.30	100.01
431722	ESLS LSTA GRANT	4,000.00		-4,000.00	0.00
447606	PHOTOCOPIES	9,000.00	5,934.06	-3,065.94	65.93
447626	DISCARDED BOOK SALES	900.00	2,972.32	2,072.32	330.26
	LATE BOOK CHARGES	58,000.00	22,232.07	-35,767.93	38.33
447641	LOST BOOKS	5,500.00	552.06	-4,947.94	10.04
447699	MISCELLANEOUS	500.00	46.40	-453.60	9.28
449901	VENDING COMMISSIONS	650.00	357.00	-293.00	54.92
461101	INTEREST	0.00		0.00	
462105	BOOK RENTALS	8,000.00	406.30	-7,593.70	5.08
467101	CONTRIBUTIONS	36,001.00	35,486.99	-514.01	98.57
469501	CASH OVER/SHORT	0.00	-345.04	-345.04	
469101	SALE OF EQUIPMENT	0.00		0.00	
468116	E-RATE DISCOUNT	0.00		0.00	
469950	PRIOR YEAR ADJUST	0.00		0.00	
492101	INTER TRANSFER-GENERAL FUND	0.00		0.00	
810101	FUND EQUITY	0.00		0.00	
	Total Revenues	3,065,754.00	2,963,789.46	-101,964.54	96.67
	Chiller II Project - 10 snow reserve revenue to offset the Chiller II Project Expenses. (Reserve withdrawl will not show up on MPL Y-T-D Budget Report				
Memo Entry	2015 TOTAL YTD BUDGET REPORT				
	YTD Actual less Encombrance		1,673,560.24	1,573,064.96	

MEAD PUBLIC LIBRARY BALANCE OF 2015 COMBINED ACCOUNTS

Account Balances as of:

February 22, 2022

	DESCRIPTION		APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		1,448,532.00	668,083.48	780,448.52	46.12
510130	TEMP SALARIES - REG		159,424.00	67,607.27	91,816.73	42.41
510140	INTERDEPARTMENT LABOR - REG		0.00	0.00	0.00	
510170	SEVERANCE PAY		0.00	0.00	0.00	
510310	FICA		100,625.00	43,766.47	56,858.53	43.49
510311	MEDICARE		23,533.00	10,236.11	13,296.89	43.50
510320	WI RETIREMENT FUND		106,886.00	45,363.22	61,522.78	42.44
510340	HEALTH INSURANCE		296,638.00	112,977.48	183,660.52	38.09
510341	RETIREE HEALTH INS		10,673.00	2,470.06	8,202.94	23.14
510350	DENTAL INSURANCE		21,412.00	7,474.77	13,937.23	34.91
510351	UNFUNDED PENSION LIABILITY		29,650.00	12,354.15	17,295.85	41.67
510360	LIFE INSURANCE		4,932.00	1,490.10	3,441.90	30.21
510400	WORKERS COMP		760.00	316.70	443.30	41.67
510410	UNEMPLOYMENT		5,000.00	3,048.62	1,951.38	
521100	BANKING FEES		1,000.00	636.02	363.98	63.60
521110	FINANCIAL SERVICES FEES		1,800.00	1,800.00	0.00	100.00
521400	ADVERTISING & MARKETING		10,000.00	1,680.00	8,320.00	16.80
521420	DUPLICATING SERVICES		6,100.00	2,555.17	3,544.83	41.89
521510	BILLING SERVICES		5,200.00	892.60	4,307.40	17.17
521700	SECURITY SERVICES		16,400.00	8,255.11	4,882.89	50.34
521800	PROGRAM SERVICES		33,000.00	518.17	32,481.83	1.57
521800-10094	PROGRAM SERVICES		990.16	646.57	343.59	65.30
521900	CONTRACT SVCS		74,365.00	41,028.70	33,336.30	55.17
522130	HEAVY EQUIPT MAINT (JOHNSON CNTRLS)		6,000.00	1,493.50	4,506.50	24.89
523110	OFFICE EQUIPMENT MAINTENANCE		12,700.00	344.03	12,355.97	2.71
524110	BUILDING EXT MAINT		19,600.00	3,881.10	15,718.90	19.80
524124	HVAC MAINT + BOILER INS		2,500.00	319.49	2,180.51	12.78
524126	ELEVATOR MAINTENANCE		9,200.00	698.80	8,501.20	7.60
524130	CUSTODIAL SUPPLIES (LIGHT BULBS)		3,100.00	113.94	2,986.06	3.68
524135	JANITORIAL SUPPLIES		7,100.00	2,846.60	4,253.40	40.09
525100	ELECTRICITY		94,000.00	32,914.52	61,085.48	35.02
525105	WATER		1,400.00	494.58	905.42	35.33
525110	SEWER		1,450.00	420.84	1,029.16	29.02
525120	TELEPHONE		9,000.00	2,151.22	6,848.78	23.90
525140	GAS - UTILITY		26,000.00	11,161.65	14,838.35	42.93
527100	STAFF PARKING - CAR ALLOWANCE		15,000.00	9,703.85	5,296.15	64.69
527110	TRAVEL		1,800.00	696.92	1,103.08	38.72
530100	OFFICE SUPPLIES	0.00	8,600.00	2,592.31	6,007.69	30.14
530115	COMPUTER PAPER	0.00	6,650.00		6,650.00	0.00
530130	POSTAGE & DELIVERY		7,800.00	6,114.09	1,685.91	78.39
530135	SHIPPING		2,144.00	178.93	1,965.07	8.35
530200	PROG SUPP (CAT & CIRC SUPPLIES)		28,500.00	9,761.76	18,738.24	34.25
530205	DISPLAYS		1,240.00	53.68	1,186.32	4.33
530210	OPPERATING SUPPLIES (MENDING)		1,500.00	797.60	702.40	53.17
530255	TOOLS & SMALL EQUIPMENT		150.00	90.37	59.63	60.25
530500	FIRE FIGHTING SUPPLIES		300.00	135.05	164.95	45.02
538001	ADULT PRINT		273,980.00	70,552.46	173,311.40	25.75
538001	DONATION PURCHASES		36,000.00	14,815.98	17,334.02	41.16
538003-10095	YOUNG PEOPLE'S BOOKS		70,750.00	25,337.32	45,412.68	35.81
538001-10096	DONATION PURCHASES		14,207.24	7,248.25	6,958.99	51.02
538001-10097	DONATION PURCHASES		0.00	925.00	-925.00	
538004	JUVENILE PRINT		463.61	0.00	463.61	0.00
538007	PROFESSIONAL		160.00	0.00	160.00	0.00
538009	BOOK RENTALS		6,200.00	0.00	6,200.00	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	6,381.69	11,718.31	35.26
539999	MISC EXP (LATE FEES)		100.00	60.44	39.56	60.44
540200	INSURANCE (FIRE)		7,500.00	4,217.90	3,282.10	56.24
540215	GEN Pub Official		8,800.00	0.00	8,800.00	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	45060.00	73640.00	28580.00	0.00	0.39
642100-10094	OFFICE EQUIPMENT		0.00	0.00	0.00	

642200	IT EQUIPMENT		19,500.00	8,478.26	11,021.74	43.48
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	620.11	7,500.00	7.64
649100-10094	OTHER EQUIPMENT		15,000.00	0.00	15,000.00	0.00
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	
	2015 Enc.				0.00	
	100,495.28		3,179,667.44	1,290,229.22	1,788,942.94	40.58

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT

EVERHARD/FORRER 85051100 FUND

Summary of Expenditures and Revenues

Account Balances as of:

February 22, 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	527.00	4,473.00	10.54
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	
		14 Enc. 0.00				
	Total Expenditures		62,500.00	782.14	61,717.86	0.01

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	779.08	61,720.92	1.25
Memo Entry	City Transfer of MPL Invested Funds				0.00	
	Total Revenues	0.00	62,500.00	779.08	61,720.92	1.25
	Total Everhard/Forrer 85051100 Funds		62,500.00	3.06	-3.06	0.00

Mead Public Library

June 2015 - Re-Occuring Expenses

Vendor	Name	Document	Invoice	PO	Check #	Invoice Amt
900104	ALLIANT ENERGY	2010049511	470255U05292015	250399		\$7,123.31
900009	AT&T	2010049406	920Z83020005-JUNE			\$136.71
1597	ENVIRO-CLEAN, INC.	2010049410	2574	250211		\$4,972.00
2673	FRENCH BATTLEFIELDS	2010049416	MEN OF OMAHA BEACH			\$175.00
900201	GE MONEY BANK/AMAZON	2010049403	10946171555085045			\$447.30
465	GT GRAPHICS, LLC	2010049419	14195			\$26.95
2678	JACKSON, TYLER	2010049457	34282000159222			\$25.00
2008	KOHLER AREA SCHOOL	2010049418	34277000552103			\$15.00
900028	LASER CARTRIDGE	2010049495	19199			\$99.00
491	STAPLES ADVANTAGE	2010049417	8034544021			\$83.99
Total Re-Occuring Expense						\$13,104.26

Description of Expense
Electric Utility
Telephone Expense
Outsource Cleaning Expense
Programming Cost
Summer Reading Program Cost
Office Supply Expense (Rubber Stamp)
Patron Refund
Lost Item Refund
Office Supply Exp. (Printer Cartridge)
Office Supply Exp. (Misc Office Supplies)

Vendor	Name	Invoice	PO	Invoice Amt
900002	BAKER & TAYLOR, INC.	5013648194		\$ 268.98
900002	BAKER & TAYLOR, INC.	M72770210		\$ 49.62
900002	BAKER & TAYLOR, INC.	534436		\$ 62.91
900002	BAKER & TAYLOR, INC.	2030653984	250563	\$ 3,778.46
900002	BAKER & TAYLOR, INC.	3020286801		\$ 217.25
900002	BAKER & TAYLOR, INC.	3020300548		\$ 37.71
900002	BAKER & TAYLOR, INC.	M73371880		\$ 235.57
900002	BAKER & TAYLOR, INC.	3020300549		\$ 26.74
900002	BAKER & TAYLOR, INC.	M72863580		\$ 17.30
900002	BAKER & TAYLOR, INC.	M73193040		\$ 79.16
900002	BAKER & TAYLOR, INC.	M73371890		\$ 17.99
900002	BAKER & TAYLOR, INC.	M73903570		\$ 93.55
900002	BAKER & TAYLOR, INC.	M73412140		\$ 100.88
900002	BAKER & TAYLOR, INC.	K42653530		\$ 21.56
900002	BAKER & TAYLOR, INC.	M74268640		\$ 39.93
2428	CAREER CRUISING	C1021702		\$ 799.00
3213	CDW-G	W89041		\$ 234.81
3213	CDW-G	WB02500		\$ 22.10
3213	CDW-G	WC97192		\$ 68.75
3213	CDW-G	WC79716		\$ 44.20
900081	DEMCO, INC.	5616113	250656	\$ 1,224.08
873	GALE GROUP	55269342		\$ 361.84
873	GALE GROUP	55277507		\$ 58.39
900201	GE MONEY BANK/AMAZON	109-4777277-6777003		\$ 190.44
900201	GE MONEY BANK/AMAZON	112-0928153-9948266		\$ 16.91
2688	HERING, ALYSSA	1888681		\$ 32.71
2687	HILDEBRAND, AMANDA M	241492		\$ 16.00
900196	HOBBY LOBBY CREATIVE	0277003073710505151		\$ 9.95
8931	HOME DEPOT	4924000241448		\$ 54.95
900359	KIM DALHAIMER	735473		\$ 400.00
766	KONZ ELECTRIC LLC	11525		\$ 3,850.00
318	KRISS PREMIUM PROD	139706		\$ 376.54
900028	LASER CARTRIDGE	19552		\$ 317.00
2682	LIBRARY IDEAS, LLC	45821	250641	\$ 7,733.00
900181	MENARDS	74405		\$ 18.94
900181	MENARDS	74530		\$ 19.27
900181	MENARDS	74932		\$ 53.69
900181	MENARDS	75627		\$ 4.59
900181	MENARDS	75216		\$ 30.77
231	MIDWEST TAPE	92879571		\$ 39.99
231	MIDWEST TAPE	92863488		\$ 95.53
231	MIDWEST TAPE	92867774		\$ 154.96
231	MIDWEST TAPE	92886422		\$ 202.91
231	MIDWEST TAPE	92894576		\$ 69.98
231	MIDWEST TAPE	92894577		\$ 29.99
231	MIDWEST TAPE	92910604		\$ 540.62
231	MIDWEST TAPE	92918575		\$ 34.99
231	MIDWEST TAPE	92942883		\$ 319.92
900046	OSHKOSH OFFICE	030004		\$ 458.82
454	PIGGLY WIGGLY	6203		\$ 574.94
1585	PLYMOUTH PUBLIC LIB	253240		\$ 18.00

Vendor	Name	Invoice	PO	Invoice Amt
2684	PREVENAS, EVELYN	TIA CHI		\$ 205.00
2640	READING HOUSE LLC	316685		\$ 475.00
2265	RESEARCH TECHNOLOGY	2265		\$ 64.90
2626	RICOH USA, INC.	5036367387		\$ 36.79
900007	SHEBOYGAN COUNTY CHA	AUG-DEC CHAMBER CASH		\$ 20.00
2602	SHEBOYGAN FALLS MEM	34282000559363		\$ 30.00
491	STAPLES ADVANTAGE	8034638383		\$ 24.29
491	STAPLES ADVANTAGE	8034729316		\$ 329.99
900301	STATE BAR OF WISCONS	535572		\$ 62.91
2683	STIELOW, LISA A.	201125		\$ 7.14
2643	TUCKER-RAYMOND, C	2015-17		\$ 324.75
900260	UNIQUE MANAGEMENT	308100		\$ 349.05
1176	USS LIBERTY MEMORIAL	34273000366040		\$ 23.95
900103	WAL-MART COMMUNITY	515500117943		\$ 10.80
900103	WAL-MART COMMUNITY	516100487806		\$ 114.72
900210	WI LIBRARY SERVICES,	45075		\$ 365.02

Description
Materials Purchase
Materials Purchase
Materials Purchase
Materials Purchase
Materials Purchase
Materials Purchase
Materials Purchase
Materials Purchase
Materials Purchase
Materials Purchase
Materials Purchase
Materials Purchase
Materials Purchase
Materials Purchase
Materials Purchase
IT Department Supplies
IT Department Supplies
IT Department Supplies
IT Department Supplies
Technical Services Supplies
Materials Purchase
Materials Purchase
Summer Reading Program Prizes
Summer Reading Program Prizes
Patron Refund
Patron Refund
Summer Reading Program Supplies
Maintenance Supplies
Materials Purchase - High School Annual Books
Electrical Work for MPL Café - Foundation Donation Exp.
Janitorial Supplies
Office Supplies
Over Drive and E-Content Fees Adult
Maintenance Supplies
Maintenance Supplies
Maintenance Supplies
Maintenance Supplies
Maintenance Supplies
Material Purchase
Material Purchase
Material Purchase
Material Purchase
Material Purchase
Material Purchase
Material Purchase
Material Purchase
Material Purchase
Material Purchase
Monthly Photocopiers Fees
Food for Acuity Cool-Picks Kickoff Event
Refund of Lost Item

Description
Program Expense
Materials Purchase
Technical Department Supplies
Photocopier Expense
Employee Anniversary Chamber Cash
Refund of Lost item
Office Supplies
Office Supplies
Material Purchase
Patron Refund
Website Support Contract
Collection Agency Expense
Refund of Lost Item
Summer Reading Program Expense
Summer Reading Program Expense
Overdrive & E-Content Youth

Mead Public Library - 2016 Draft Budget			Title Change		Inactivate Acc	
New Category or Account Number for 2016						
		2013	2013	2014	2014	2015
		REVISED	ACTUAL	APPROVED	ACTUAL	APPROVED
ACCT/PROJECT #	DESCRIPTION	BUDGET		BUDGET		BUDGET
	255 MEAD PUBLIC LIBRARY					
	25551100 - MEAD LIBRARY FUND					
411100	REAL ESTATE TAXES	2,377,053.00	2,377,053.00	2,305,741.00	2,305,741.00	2,305,741.00
431709	ESLS - SHEBOYGAN COUNTY	566,424.00	566,424.00	521,615.00	521,615.00	533,093.00
431710	ESLS - OZAUKEE COUNTY	10,374.00	10,374.00	8,838.00	8,838.00	9,230.00
431711	ESLS - BACKUP REFERENCE	50,297.00	51,152.00	51,152.00	52,073.00	52,854.00
431712	ESLS - ADJACENT COUNTIES	45,313.00	45,314.00	46,525.00	46,598.18	42,285.00
431722	ESLS - LSTA GRANT PROGRAM		965.00	16,500.00	5,387.00	4,000.00
441116	JURY & WITNESS FEES		206.00	0.00		0.00
447606	PHOTOCOPIES	9,000.00	9,022.00	9,000.00	11,649.36	9,000.00
447626	DISCARDED BOOK SALES	4,663.00	6,087.00	0.00	6,065.79	900.00
447636	LATE BOOK CHARGES	75,000.00	57,313.00	75,000.00	51,306.97	58,000.00
447641	LOST BOOK PENALTIES	8,200.00	5,521.00	8,200.00	1,964.27	5,500.00
447699	MISCELLANEOUS REVENUE	500.00	545.00	500.00	281.82	500.00
449901	VENDING MACHINE COMMISSION	750.00	616.00	750.00	616.39	650.00
462105	BOOK RENTALS	8,000.00	7,232.00	8,000.00	6,299.15	8,000.00
467101	CONTRIBUTIONS	81,266.00	90,737.00	26,555.00	47,627.38	36,001.00
467101-10094	CONTRIBUTIONS - MEAD PL FOUNDATION	-	0.00	77,250.00	50,250.00	0.00
469501	CASH OVER/SHORT	-	0.00	0.00	(1.00)	0.00
	25551100 - LIBRARY - ADMINISTRATION	3,236,840.00	3,228,561.00	3,155,626.00	3,116,312.31	3,065,754.00
492850	INTERFUND-EVERHARD/FORRER	-	12,500.00	0.00	0.00	0.00
499999	FUND EQUITY APPLIED	29,687.00	29,687.00	0.00	0.00	0.00
	25599990 - CUSTOMER CLEARING	29,687.00	42,187.00	0.00	0.00	0.00
	TOTAL MEAD LIBRARY REVENUE	3,266,527.00	3,270,748.00	3,155,626.00	3,116,312.31	3,065,754.00
	25551100 - LIBRARY - ADMINISTRATION					
510110	FULL TIME WAGES - REGULAR	404,575.00	450,505.00	268,035.00	299,915.58	267,394.00
510310	FICA	25,084.00	28,706.00	16,620.00	15,155.00	17,508.59
510311	MEDICARE	5,866.00	3,106.00	3,890.00	3,544.30	4,094.75
510320	WI RETIREMENT FUND	27,110.00	25,590.00	18,765.00	19,173.17	19,767.76
510340	HEALTH INSURANCE	79,315.00	69,652.00	72,155.00	50,681.46	53,332.56
510341	RETIREE HEALTH INSURANCE		57,352.00	32,520.00	32,515.09	10,673.36
510350	DENTAL INSURANCE	4,405.00	4,105.00	4,910.00	3,232.01	3,423.96
510351	UNFUNDED PENSION LIABILITY	29,650.00	29,650.00	29,650.00	29,649.96	29,650.00
510360	LIFE INSURANCE	2,880.00	1,319.00	1,170.00	591.10	1,200.00
510400	WORKERS COMPENSATION	185.00	185.00	125.00	125.04	132.00
510410	UNEMPLOYMENT COMPENSATION				18,746.00	5,000.00
	OTHER EMPLOYEE BENEFITS - PROFESSIONAL DEVELOPMENT					
521100	BANKING FEES	2,000.00	870.00	2,000.00	1,121.05	1,000.00
521110	FINANCIAL SERVICES FEES	1,750.00	1,750.00	1,750.00	1,750.00	1,800.00
521400	ADVERTISING & MARKETING		21,934.00	0.00		10,000.00
521420	DUPLICATION SERVICES	5,500.00	5,840.00	6,500.00	6,134.99	6,100.00
521510	BILLING SERVICES	6,500.00	4,967.00	6,500.00	4,859.85	5,200.00
521800-10094	PROGRAM SERVICES - MEAD PL FOUNDATION			11,000.00	10,009.84	

Mead Public Library - 2016 Draft Budget			Title Change		Inactivate Acc	
New Category or Account Number for 2016						
		2013	2013	2014	2014	2015
		REVISED	ACTUAL	APPROVED	ACTUAL	APPROVED
ACCT/PROJECT #	DESCRIPTION	BUDGET		BUDGET		BUDGET
521900	CONTRACTED SERVICES	66,570.00	59,887.00	76,570.00	68,101.24	8,650.00
523110	OFFICE EQUIPMENT MAINTENANCE	6,000.00	4,693.00	5,000.00	3,019.41	4,900.00
527100	CAR ALLOWANCE - EMPLOYEE PARKING FEES					15,000.00
527110	TRAVEL	2,000.00	1,657.00	2,172.00	1,824.17	1,800.00
530100	OFFICE SUPPLIES	2,000.00	1,193.00	2,000.00	1,683.31	8,600.00
530115	PAPER	600.00	467.00	600.00	516.03	6,650.00
530130	POSTAGE & DELIVERY	12,000.00	7,538.00	12,000.00	5,503.76	7,800.00
530135	SHIPPING & HANDLING	200.00	130.00	200.00	10.58	170.00
530205	DISPLAYS	150.00	129.00	150.00	0.00	140.00
538001	DONATED PURCHASES	35,492.00	47,848.00	7,500.00	33,420.14	36,000.00
538007	PROFESSIONAL BOOKS	150.00	148.00	150.00	0.00	160.00
538009	BOOK RENTALS	4,125.00	5,950.00	4,125.00	4,179.84	6,200.00
538099	SHIPPING & HANDLING	30.00	0.00	30.00	0.00	0.00
539999	MISCELLANEOUS EXP	100.00	0.00	100.00	72.95	100.00
540215	INSURANCE GEN. PUB. OFFICIALS & AUTO	8,500.00	8,463.00	8,500.00	5,720.04	8,800.00
590255	SPECIAL ASSESSMENTS	4,459.00	2,891.00	4,459.00	2,655.78	3,000.00
642100-10094	OFFICE EQUIPT MAINTENANCE - MEAD PL FND			7,000.00	7,000.00	
642200-10094	IT EQUIPT - MEAD PL FOUNDATION			16,000.00	14,794.61	
642400-10094	AUDIO VISUAL EQUIPT - MEAD PL FOUNDATION			9,450.00	9,163.07	
642500-10094	OFFICE FURNITURE - MEAD PL FOUNDATION			18,800.00	10,679.89	
649100-10094	OTHER EQUIPT - MEAD PL FOUNDATION			15,000.00	0.00	
	25551100-LIBRARY-ADMINISTRATION-TOTAL	737,196.00	846,525.00	665,396.00	665,549.26	544,246.98
	25551110 - LIBRARY - PUBLIC SERVICES					
510110	FULL -PART TIME WAGES - REGULAR	515,570.00	513,678.00	747,180.00	755,672.15	742,573.08
510310	FICA	36,629.00	38,117.00	47,755.00	42,204.35	46,039.53
510311	MEDICARE	8,571.00	3,999.00	11,170.00	9,870.32	10,767.31
510320	WI RETIREMENT FUND	38,455.00	34,208.00	53,915.00	46,853.77	51,980.12
510340	HEALTH INSURANCE	89,500.00	76,258.00	165,090.00	109,662.14	149,540.08
510350	DENTAL INSURANCE	5,690.00	4,888.00	10,145.00	7,941.06	12,828.00
510360	LIFE INSURANCE	2,515.00	1,091.00	3,515.00	1,166.59	1,731.38
510400	WORKERS COMPENSATION	260.00	260.00	345.00	345.00	350.00
	OTHER EMPLOYEE BENEFITS -PROFESSIONAL DEVELOPMENT					
521800	PROGRAMMING SUPPLIES (PROGRAMS)					
523110	OFFICE EQUIPMENT MAINTENANCE	4,000.00	4,171.00	5,500.00	3,748.05	4,400.00
530100	OFFICE SUPPLIES	6,000.00	5,973.00	4,500.00	1,926.66	0.00
530115	PAPER	2,250.00	1,952.00	2,250.00	1,389.55	0.00
530135	SHIPPING & HANDLING	360.00	2,111.00	360.00	193.95	874.00
530205	DISPLAYS	1,200.00	1,056.00	1,200.00	1,162.69	1,100.00
538001	DONATED PURCHASES					
538002	MATERIALS - ALL CATAGORIES	276,355.00	297,462.00	282,605.00	273,204.37	273,983.78
538003	YOUTH & CHILDRENS MATERIALS	83,700.00	66,629.00	86,300.00	74,962.80	70,750.00
538099	SHIPPING & HANDLING	2,000.00		0.00	0.00	0.00
538100	OTHER CONTENT					
538301	PERIODICALS/MICROFILM/HQ SUBSCRIPTION	18,000.00	17,958.00	18,100.00	5,749.80	18,100.00
538399	SHIPPING & HANDLING	450.00	0.00	0.00	0.00	0.00
	25551110 - LIBRARY PUBLIC SERVICES-TOTAL	1,091,505.00	1,069,811.00	1,439,930.00	1,336,053.25	1,385,017.28

Mead Public Library - 2016 Draft Budget				Title Change		Inactivate Acc
New Category or Account Number for 2016						
		2013	2013	2014	2014	2015
		REVISED	ACTUAL	APPROVED	ACTUAL	APPROVED
ACCT/PROJECT #	DESCRIPTION	BUDGET		BUDGET		BUDGET
	25551150 - LIBRARY - SUPPORT SERVICES					
510110	FULL - PART TIME WAGES - REGULAR	688,929.00	671,947.00	402,865.00	435,456.96	438,563.71
510130	TEMPORARY SALARIES - REGULAR	191,045.00	192,424.00	153,315.00	154,984.45	159,424.25
510140	INTERDEPARTMENT LABOR	-	0.00	0.00	77.01	0.00
510310	FICA	49,895.00	52,964.00	33,060.00	34,301.45	37,075.25
510311	MEDICARE	11,670.00	5,418.00	7,735.00	8,024.50	8,670.83
510320	WI RETIREMENT FUND	49,820.00	48,734.00	33,600.00	32,724.13	35,138.44
510340	HEALTH INSURANCE	115,790.00	128,840.00	84,830.00	95,979.30	93,764.28
510350	DENTAL INSURANCE	6,130.00	6,467.00	5,840.00	5,350.45	5,159.64
510360	LIFE INSURANCE	2,455.00	1,444.00	2,135.00	1,178.12	2,000.00
510400	WORKERS COMPENSATION	365.00	365.00	240.00	240.00	278.34
521700	SECURITY SERVICES	1,500.00	1,314.00	1,300.00	908.00	16,400.00
521800	PROGRAM SERVICES	-	0.00	0.00	0.00	33,000.00
521900	CONTRACTED SERVICES	13,200.00	13,003.00	79,650.00	82,424.76	65,715.00
522110	VEHICLE MAINTENANCE	120.00	15.00	120.00	0.00	0.00
522130	HEAVY EQUIPMENT MAINTENANCE	5,900.00	5,800.00	5,900.00	5,800.00	6,000.00
523110	OFFICE EQUIPMENT MAINTENANCE	3,300.00	5,981.00	3,300.00	5,004.32	3,400.00
524110	BUILDING MAINTENANCE	20,169.00	18,864.00	15,000.00	12,530.52	19,600.00
524124	HEATING & VENTILATION MAINTENANCE	5,000.00	2,317.00	5,000.00	3,447.65	2,500.00
524126	ELEVATOR MAINTENANCE & REPAIR	9,500.00	8,802.00	8,500.00	11,160.52	9,200.00
524130	JANITORIAL SUPPLIES	3,000.00	2,924.00	3,000.00	2,971.70	3,100.00
524135	JANITORIAL SERVICES	6,500.00	6,514.00	4,500.00	3,893.12	7,100.00
525100	ELECTRIC	108,000.00	90,056.00	94,000.00	89,430.90	94,000.00
525105	WATER	1,200.00	1,307.00	1,200.00	1,233.95	1,400.00
525110	SEWER	1,400.00	1,299.00	1,400.00	1,196.18	1,450.00
525120	TELEPHONE	9,500.00	5,657.00	8,500.00	5,833.88	9,000.00
525140	GAS - UTILITY	33,620.00	23,329.00	25,000.00	28,759.28	26,000.00
530100	OFFICE SUPPLIES	2,000.00	2,237.00	2,000.00	3,070.21	0.00
530115	PAPER	4,100.00	3,990.00	4,100.00	1,566.23	0.00
530135	SHIPPING & HANDLING	1,860.00	1,056.00	1,860.00	562.71	1,100.00
530200	PROCESSING SUPPLIES	29,600.00	28,922.00	28,500.00	28,649.89	28,500.00
530210	MENDING SUPPLIES	2,000.00	3,249.00	1,500.00	1,225.93	1,500.00
530255	TOOLS & SMALL EQUIPMENT	150.00	150.00	150.00	141.41	150.00
530500	FIRE FIGHTING SUPPLIES & SMALL	865.00	218.00	600.00	303.35	300.00
538401	BINDINGS	100.00	0.00	100.00	0.00	0.00
540200	INSURANCE	7,500.00	6,836.00	7,500.00	8,396.95	7,500.00
641600	MECHANICAL EQUIPT - CHILLER PHASE II	-	0.00	155,815.00	82,175.00	
642200	IT EQUIPMENT	58,950.00	19,070.00	24,000.00	23,905.26	19,500.00
	IT SOFTWARE	-	-	-	-	-
	25551150-LIBRARY-SUPPORT - TOTAL	1,445,133.00	1,361,513.00	1,206,115.00	1,172,908.09	1,136,489.74
	TOTAL MEAD LIBRARY REVENUE	(3,266,527.00)	(3,270,748.00)	(3,155,626.00)	(3,116,312.31)	(3,065,754.00)
	TOTAL MEAD LIBRARY EXPENSE	3,273,834.00	3,277,849.00	3,311,441.00	3,174,510.60	3,065,754.00
	TOTAL EST RESERVE AT EOY 2015					

ount for 2016	
2016	
REQUESTED	
BUDGET	
2,305,741.00	Based on Flat Budget per Jim Amodeo & Darryl Carlson
517,119.00	Estimates - Per Eastern Shores Library - Amy Bertell - as of 6/16/2015
8,290.00	Estimates - Per Eastern Shores Library - Amy Birtell
51,100.00	Estimates - Per Eastern Shores Library - Amy Birtell
41,896.00	Estimates - Per Eastern Shores Library - Amy Birtell
4,000.00	No grants have been applied for the 2016 fiscal year as of date
0.00	
10,000.00	
4,000.00	
50,000.00	
1,000.00	
200.00	
500.00	
0.00	Was informed that not charging for DVD Rentals beginning in 2015
40,000.00	
0.00	
<u>0.00</u>	
3,033,846.00	\$37,467.90 decrease in income with current information.
0.00	
0.00	
<u>0.00</u>	
<u>3,033,846.00</u>	
241,506.00	Based on 2%-Note not all employee's will receive a 2% increase
14,974.00	
3,502.00	
16,423.00	Based on 6.8% 2015 rate
52,877.00	Based on 2015 High Deductible Plan with \$750 Single/\$1,500.00 Family HSA Deposit
4,000.00	Based on 2015 Winkle-Thomes Dropped off/Smith-Stenske . Gort not staying on MPL Insurance.
4,397.00	Based on 2015 premium increase
29,650.00	Based on historical data
666.00	
125.00	
2,000.00	Could still be some unemployment liability
2,500.00	Aurora Employee Assist - Employee Membership Dues, Background checks, etc. Previously under contracted services
1,150.00	
1,750.00	
9,400.00	Including the Sheb. Cty. Chamber membership dues int his account, MPL newsletters., etc
6,200.00	
5,000.00	Unique Management
0.00	Project completed in 2014 - 2015

ount for 2016	
2016	
REQUESTED	
BUDGET	
0.00	Transferring to expense accounts to better monitor the expenses
4,200.00	
12,500.00	Figure based on actual cost for 2015 plus no increase per Derek Muench for 2016.
2,000.00	
9,200.00	Includes the paper account
	Part of office supplies account
0.00	Transferred to Support Services - That department does most of the mailing and shipping out of materials.
0.00	Transferred to Support Services Postage & Delivery account
0.00	
2,000.00	Balance is setup in Public Service and Support Services for better tracking
0.00	Transferred to Public Services
0.00	Per Public Service Mgr. MPL is no longer charging for rental DVD's - Stopped charging for DVD rentals in 2015
0.00	
100.00	
8,500.00	
3,000.00	
0.00	Completed projects 2014 & 2015
0.00	Completed projects 2014 & 2016
0.00	Completed projects 2014 & 2017
0.00	Completed projects 2014 & 2018
0.00	Completed projects 2014 & 2019
437,620.00	
734,346.00	
45,530.00	
10,649.00	
45,428.00	
120,149.00	
11,562.00	
1,569.00	
360.00	
3,000.00	Professional Development - Professional books, memberships, webinars, workshops, travel,
5,000.00	
3,800.00	Naviant Minolta Service Contract
0.00	Transferred in 2015 to Administration
0.00	Transferred in 2015 to Administration
0.00	Transferred to Support Services that department does most of the shipping and handling.
1,100.00	
38,000.00	Books, CD's, Programs paid for by donation, prizes, materials for summer reading club, etc.
364,234.00	Adult, youth, periodicals, microfilm, electronic resources, overdrive, digital library (billed from ESLS)
0.00	
	Inactivate
61,500.00	Collection HQ, Dear Reader, Polaris, ILS, WISCAT,(from ESLS), State buying pool, Cooperative Service Fees (ESLS), Teach Technology - this was part of contracted services
0.00	
<u>0.00</u>	Inactivate
1,446,227.00	

ount for 2016	
2016	
REQUESTED	
BUDGET	
605,102.00	
0.00	Transferred to Full-Part Time Wages - Regular
0.00	Not used in 2015
37,517.00	
8,774.00	
33,941.00	
97,822.00	
6,243.00	
1,557.00	
274.00	
20,000.00	
0.00	In-activate for 2016 - These cost are under Processing Supplies
0.00	All of these expenses have been transferred to an expense account
0.00	Transfer to Janitorial Supplies - MPL does not have any vehicles
0.00	In-activate for 2016 - These cost are under Heavy Equipment Maintenance
3,000.00	
20,000.00	Fire Fighting Supplies & Extinguisher Supplies, Snow Removal
9,000.00	Johnson Control contract transferred from Heavy Equipment Maintenance.
8,500.00	
8,000.00	
62,500.00	Enviro-Clean and Window Washing Expense - Removed from Contracted Services, Shred IT Services
92,000.00	Based on historical and new Chiller being more efficient.
1,419.00	1.5% inflation rate increase & historical data
1,300.00	1.5% inflation rate increase & historical data
7,000.00	Based on historical - includes ESLS Telephony expense
29,000.00	Based on 1.5% inflation rate increase and historical data
0.00	Transferred to Admin in 2015
0.00	Transferred to Admin in 2015
9,000.00	Includes all Postage/Delivery/Shipping & Handling accounts for all departments
28,500.00	
1,500.00	
150.00	
0.00	Transferred to Janitorial Services
0.00	Part of Mending Supplies
8,400.00	Boiler & Machinery Insurance - Based on historical
0.00	Chiller II project completed in 2015
19,500.00	Equipment Supplies - New IT Equipment
30,000.00	Transferred from Contracted Services, ESLS Software invoices, 3M Selfcheck software updates and support, HeartlandrRemote backup & software, Open Sense/Groovix Public Access Computer Software, City IT Cost
1,149,999.00	
(3,033,846.00)	
3,033,846.00	
\$ -	

Mead Public Library - 2016 Draft Budget				Title Change	
New Category or Account Number for 2016					
		2013	2013	2014	2014
		REVISED	ACTUAL	APPROVED	ACTUAL
ACCT/PROJECT #	DESCRIPTION	BUDGET		BUDGET	
	255 MEAD PUBLIC LIBRARY				
	25551100 - MEAD LIBRARY FUND				
411100	REAL ESTATE TAXES	2,377,053.00	2,377,053.00	2,305,741.00	2,305,741.00
431709	ESLS - SHEBOYGAN COUNTY	566,424.00	566,424.00	521,615.00	521,615.00
431710	ESLS - OZAUKEE COUNTY	10,374.00	10,374.00	8,838.00	8,838.00
431711	ESLS - BACKUP REFERENCE	50,297.00	51,152.00	51,152.00	52,073.00
431712	ESLS - ADJACENT COUNTIES	45,313.00	45,314.00	46,525.00	46,598.18
431722	ESLS - LSTA GRANT PROGRAM		965.00	16,500.00	5,387.00
441116	JURY & WITNESS FEES		206.00	0.00	
447606	PHOTOCOPIES	9,000.00	9,022.00	9,000.00	11,649.36
447626	DISCARDED BOOK SALES	4,663.00	6,087.00	0.00	6,065.79
447636	LATE BOOK CHARGES	75,000.00	57,313.00	75,000.00	51,306.97
447641	LOST BOOK PENALTIES	8,200.00	5,521.00	8,200.00	1,964.27
447699	MISCELLANEOUS REVENUE	500.00	545.00	500.00	281.82
449901	VENDING MACHINE COMMISSION	750.00	616.00	750.00	616.39
462105	BOOK RENTALS	8,000.00	7,232.00	8,000.00	6,299.15
467101	CONTRIBUTIONS	81,266.00	90,737.00	26,555.00	47,627.38
467101-10094	CONTRIBUTIONS - MEAD PL FOUNDATION	-	0.00	77,250.00	50,250.00
469501	CASH OVER/SHORT	-	0.00	0.00	(1.00)
	25551100 - LIBRARY - ADMINISTRATION	3,236,840.00	3,228,561.00	3,155,626.00	3,116,312.31
492850	INTERFUND-EVERHARD/FORRER	-	12,500.00	0.00	0.00
499999	FUND EQUITY APPLIED	29,687.00	29,687.00	0.00	0.00
	25599990 - CUSTOMER CLEARING	29,687.00	42,187.00	0.00	0.00
	TOTAL MEAD LIBRARY REVENUE	3,266,527.00	3,270,748.00	3,155,626.00	3,116,312.31
	25551100 - LIBRARY - ADMINISTRATION				
510110	FULL TIME WAGES - REGULAR	404,575.00	450,505.00	268,035.00	299,915.58
510310	FICA	25,084.00	28,706.00	16,620.00	15,155.00
510311	MEDICARE	5,866.00	3,106.00	3,890.00	3,544.30
510320	WI RETIREMENT FUND	27,110.00	25,590.00	18,765.00	19,173.17
510340	HEALTH INSURANCE	79,315.00	69,652.00	72,155.00	50,681.46
510341	RETIREE HEALTH INSURANCE		57,352.00	32,520.00	32,515.09
510350	DENTAL INSURANCE	4,405.00	4,105.00	4,910.00	3,232.01
510351	UNFUNDED PENSION LIABILITY	29,650.00	29,650.00	29,650.00	29,649.96
510360	LIFE INSURANCE	2,880.00	1,319.00	1,170.00	591.10
510400	WORKERS COMPENSATION	185.00	185.00	125.00	125.04
510410	UNEMPLOYMENT COMPENSATION				18,746.00

Mead Public Library - 2016 Draft Budget				Title Change	
New Category or Account Number for 2016					
		2013	2013	2014	2014
		REVISED	ACTUAL	APPROVED	ACTUAL
ACCT/PROJECT #	DESCRIPTION	BUDGET		BUDGET	
OTHER EMPLOYEE BENEFITS - PROFESSIONAL DEVELOPMENT					
521100	BANKING FEES	2,000.00	870.00	2,000.00	1,121.05
521110	FINANCIAL SERVICES FEES	1,750.00	1,750.00	1,750.00	1,750.00
521400	ADVERTISING & MARKETING		21,934.00	0.00	
521420	DUPLICATION SERVICES	5,500.00	5,840.00	6,500.00	6,134.99
521510	BILLING SERVICES	6,500.00	4,967.00	6,500.00	4,859.85
521800-10094	PROGRAM SERVICES - MEAD PL FOUNDATION			11,000.00	10,009.84
521900	CONTRACTED SERVICES	66,570.00	59,887.00	76,570.00	68,101.24
523110	OFFICE EQUIPMENT MAINTENANCE	6,000.00	4,693.00	5,000.00	3,019.41
527100	CAR ALLOWANCE - EMPLOYEE PARKING FEES				
527110	TRAVEL	2,000.00	1,657.00	2,172.00	1,824.17
530100	OFFICE SUPPLIES	2,000.00	1,193.00	2,000.00	1,683.31
530115	PAPER	600.00	467.00	600.00	516.03
530130	POSTAGE & DELIVERY	12,000.00	7,538.00	12,000.00	5,503.76
530135	SHIPPING & HANDLING	200.00	130.00	200.00	10.58
530205	DISPLAYS	150.00	129.00	150.00	0.00
538001	DONATED PURCHASES	35,492.00	47,848.00	7,500.00	33,420.14
538007	PROFESSIONAL BOOKS	150.00	148.00	150.00	0.00
538009	BOOK RENTALS	4,125.00	5,950.00	4,125.00	4,179.84
538099	SHIPPING & HANDLING	30.00	0.00	30.00	0.00
539999	MISCELLANEOUS EXP	100.00	0.00	100.00	72.95
540215	INSURANCE GEN. PUB. OFFICIALS & AUTO	8,500.00	8,463.00	8,500.00	5,720.04
590255	SPECIAL ASSESSMENTS	4,459.00	2,891.00	4,459.00	2,655.78
642100-10094	OFFICE EQUIPT MAINTENANCE - MEAD PL FND			7,000.00	7,000.00
642200-10094	IT EQUIPT - MEAD PL FOUNDATION			16,000.00	14,794.61
642400-10094	AUDIO VISUAL EQUIPT - MEAD PL FOUNDATION			9,450.00	9,163.07
642500-10094	OFFICE FURNITURE - MEAD PL FOUNDATION			18,800.00	10,679.89
649100-10094	OTHER EQUIPT - MEAD PL FOUNDATION			15,000.00	0.00
	25551100-LIBRARY-ADMINISTRATION-TOTAL	737,196.00	846,525.00	665,396.00	665,549.26
	25551110 - LIBRARY - PUBLIC SERVICES				
510110	FULL -PART TIME WAGES - REGULAR	515,570.00	513,678.00	747,180.00	755,672.15
510310	FICA	36,629.00	38,117.00	47,755.00	42,204.35
510311	MEDICARE	8,571.00	3,999.00	11,170.00	9,870.32
510320	WI RETIREMENT FUND	38,455.00	34,208.00	53,915.00	46,853.77
510340	HEALTH INSURANCE	89,500.00	76,258.00	165,090.00	109,662.14
510350	DENTAL INSURANCE	5,690.00	4,888.00	10,145.00	7,941.06
510360	LIFE INSURANCE	2,515.00	1,091.00	3,515.00	1,166.59
510400	WORKERS COMPENSATION	260.00	260.00	345.00	345.00
OTHER EMPLOYEE BENEFITS -PROFESSIONAL DEVELOPMENT					

Mead Public Library - 2016 Draft Budget				Title Change	
New Category or Account Number for 2016					
		2013	2013	2014	2014
		REVISED	ACTUAL	APPROVED	ACTUAL
ACCT/PROJECT #	DESCRIPTION	BUDGET		BUDGET	
523110	OFFICE EQUIPMENT MAINTENANCE	4,000.00	4,171.00	5,500.00	3,748.05
530100	OFFICE SUPPLIES	6,000.00	5,973.00	4,500.00	1,926.66
530115	PAPER	2,250.00	1,952.00	2,250.00	1,389.55
530135	SHIPPING & HANDLING	360.00	2,111.00	360.00	193.95
521800	PROGRAMMING SUPPLIES (PROGRAMS)				
530205	DISPLAYS	1,200.00	1,056.00	1,200.00	1,162.69
538001	DONATED PURCHASES				
538002	MATERIALS - ALL CATAGORIES	276,355.00	297,462.00	282,605.00	273,204.37
538003	YOUTH & CHILDRENS MATERIALS	83,700.00	66,629.00	86,300.00	74,962.80
538099	SHIPPING & HANDLING	2,000.00		0.00	0.00
538100	OTHER CONTENT				
538301	PERIODICALS/MICROFILM/HQ SUBSCRIPTION	18,000.00	17,958.00	18,100.00	5,749.80
538399	SHIPPING & HANDLING	450.00	0.00	0.00	0.00
	25551110 - LIBRARY PUBLIC SERVICES-TOTAL	1,091,505.00	1,069,811.00	1,439,930.00	1,336,053.25
	25551150 - LIBRARY - SUPPORT SERVICES				
510110	FULL - PART TIME WAGES - REGULAR	688,929.00	671,947.00	402,865.00	435,456.96
510130	TEMPORARY SALARIES - REGULAR	191,045.00	192,424.00	153,315.00	154,984.45
510140	INTERDEPARTMENT LABOR	-	0.00	0.00	77.01
510310	FICA	49,895.00	52,964.00	33,060.00	34,301.45
510311	MEDICARE	11,670.00	5,418.00	7,735.00	8,024.50
510320	WI RETIREMENT FUND	49,820.00	48,734.00	33,600.00	32,724.13
510340	HEALTH INSURANCE	115,790.00	128,840.00	84,830.00	95,979.30
510350	DENTAL INSURANCE	6,130.00	6,467.00	5,840.00	5,350.45
510360	LIFE INSURANCE	2,455.00	1,444.00	2,135.00	1,178.12
510400	WORKERS COMPENSATION	365.00	365.00	240.00	240.00
521700	SECURITY SERVICES	1,500.00	1,314.00	1,300.00	908.00
521800	PROGRAM SERVICES	-	0.00	0.00	0.00
521900	CONTRACTED SERVICES	13,200.00	13,003.00	79,650.00	82,424.76
522110	VEHICLE MAINTENANCE	120.00	15.00	120.00	0.00
522130	HEAVY EQUIPMENT MAINTENANCE	5,900.00	5,800.00	5,900.00	5,800.00
523110	OFFICE EQUIPMENT MAINTENANCE	3,300.00	5,981.00	3,300.00	5,004.32
524110	BUILDING MAINTENANCE	20,169.00	18,864.00	15,000.00	12,530.52
524124	HEATING & VENTILATION MAINTENANCE	5,000.00	2,317.00	5,000.00	3,447.65
524126	ELEVATOR MAINTENANCE & REPAIR	9,500.00	8,802.00	8,500.00	11,160.52
524130	JANITORIAL SUPPLIES	3,000.00	2,924.00	3,000.00	2,971.70
524135	JANITORIAL SERVICES	6,500.00	6,514.00	4,500.00	3,893.12

Mead Public Library - 2016 Draft Budget				Title Change	
New Category or Account Number for 2016					
		2013	2013	2014	2014
		REVISED	ACTUAL	APPROVED	ACTUAL
ACCT/PROJECT #	DESCRIPTION	BUDGET		BUDGET	
525100	ELECTRIC	108,000.00	90,056.00	94,000.00	89,430.90
525105	WATER	1,200.00	1,307.00	1,200.00	1,233.95
525110	SEWER	1,400.00	1,299.00	1,400.00	1,196.18
525120	TELEPHONE	9,500.00	5,657.00	8,500.00	5,833.88
525140	GAS - UTILITY	33,620.00	23,329.00	25,000.00	28,759.28
530100	OFFICE SUPPLIES	2,000.00	2,237.00	2,000.00	3,070.21
530115	PAPER	4,100.00	3,990.00	4,100.00	1,566.23
530135	SHIPPING & HANDLING	1,860.00	1,056.00	1,860.00	562.71
530200	PROCESSING SUPPLIES	29,600.00	28,922.00	28,500.00	28,649.89
530210	MENDING SUPPLIES	2,000.00	3,249.00	1,500.00	1,225.93
530255	TOOLS & SMALL EQUIPMENT	150.00	150.00	150.00	141.41
530500	FIRE FIGHTING SUPPLIES & SMALL	865.00	218.00	600.00	303.35
538401	BINDINGS	100.00	0.00	100.00	0.00
540200	INSURANCE	7,500.00	6,836.00	7,500.00	8,396.95
641600	MECHANICAL EQUIPT - CHILLER PHASE II	-	0.00	155,815.00	82,175.00
642200	IT EQUIPMENT	58,950.00	19,070.00	24,000.00	23,905.26
	IT SOFTWARE	-	-	-	-
	25551150-LIBRARY-SUPPORT - TOTAL	<u>1,445,133.00</u>	<u>1,361,513.00</u>	<u>1,206,115.00</u>	<u>1,172,908.09</u>
	TOTAL MEAD LIBRARY REVENUE	(3,266,527.00)	(3,270,748.00)	(3,155,626.00)	(3,116,312.31)
	TOTAL MEAD LIBRARY EXPENSE	<u>3,273,834.00</u>	<u>3,277,849.00</u>	<u>3,311,441.00</u>	<u>3,174,510.60</u>
	TOTAL EST RESERVE AT EOY 2015				

Inactivate Account for 2016		
2015	2016	
APPROVED	REQUESTED	
BUDGET	BUDGET	
2,305,741.00	2,305,741.00	Based on Flat Budget per Jim Amodeo & Darryl Carlson
533,093.00	511,559.00	Estimates - Per Eastern Shores Library - Amy Bertell - as of 5/18/2015 no word from Sheboygan County if they will increase their percentage of funding.
9,230.00	8,290.00	Estimates - Per Eastern Shores Library - Amy Birtell
52,854.00	51,100.00	Estimates - Per Eastern Shores Library - Amy Birtell
42,285.00	41,896.00	Estimates - Per Eastern Shores Library - Amy Birtell
4,000.00	4,000.00	No grants have been applied for the 2016 fiscal year as of date
0.00	0.00	
9,000.00	10,000.00	
900.00	4,000.00	
58,000.00	50,000.00	
5,500.00	1,000.00	
500.00	200.00	
650.00	500.00	
8,000.00	0.00	Was informed that not charging for DVD Rentals beginning in 2015
36,001.00	40,000.00	
0.00	0.00	
<u>0.00</u>	<u>0.00</u>	
3,065,754.00	3,028,286.00	\$37,467.90 decrease in income with current information.
0.00	0.00	
<u>0.00</u>	<u>0.00</u>	
<u>0.00</u>	<u>0.00</u>	
<u>3,065,754.00</u>	<u>3,028,286.00</u>	
267,394.00	241,506.00	Based on 2%-Note not all employee's will receive a 2% increase
17,508.59	14,974.00	
4,094.75	3,502.00	
19,767.76	16,423.00	Based on 6.8% 2015 rate
53,332.56	47,317.00	Based on 2015 High Deductible Plan with \$750 Single/\$1,500.00 Family HSA Deposit
10,673.36	4,000.00	Based on 2015 Winkle-Thomes Dropped off/Smith-Stenske . Gort not staying on MPL Insurance.
3,423.96	4,397.00	Based on 2015 premium increase
29,650.00	29,650.00	Based on historical data
1,200.00	666.00	
132.00	125.00	
5,000.00	2,000.00	Could still be some unemployment liability

Inactivate Account for 2016		
2015	2016	
APPROVED	REQUESTED	
BUDGET	BUDGET	
	2,500.00	Aurora Employee Assist - Employee Membership Dues, Background checks, etc. Previously under contracted services
1,000.00	1,150.00	
1,800.00	1,750.00	
10,000.00	9,400.00	Including the Sheb. Cty. Chamber membership dues int his account, MPL newsletters., etc
6,100.00	6,200.00	
5,200.00	5,000.00	Unique Management
	0.00	Project completed in 2014 - 2015
8,650.00	0.00	Transferring to expense accounts to better monitor the expenses
4,900.00	4,200.00	
15,000.00	12,500.00	Figure based on actual cost for 2015 plus no increase per Derek Muench for 2016.
1,800.00	2,000.00	
8,600.00	9,200.00	Includes the paper account
6,650.00		Part of office supplies account
7,800.00	0.00	Transferred to Support Services - That department does most of the mailing and shipping out of materials.
170.00	0.00	Transferred to Support Services Postage & Delivery account
140.00	0.00	
36,000.00	2,000.00	Balance is setup in Public Service and Support Services for better tracking
160.00	0.00	Transferred to Public Services
6,200.00	0.00	Per Public Service Mgr. MPL is no longer charging for rental DVD's - Stopped charging for DVD rentals in 2015
0.00	0.00	
100.00	100.00	
8,800.00	8,500.00	
3,000.00	3,000.00	
	0.00	Completed projects 2014 & 2015
	0.00	Completed projects 2014 & 2016
	0.00	Completed projects 2014 & 2017
	0.00	Completed projects 2014 & 2018
	0.00	Completed projects 2014 & 2019
544,246.98	432,060.00	
742,573.08	734,346.00	
46,039.53	45,530.00	
10,767.31	10,649.00	
51,980.12	45,428.00	
149,540.08	120,149.00	
12,828.00	11,562.00	
1,731.38	1,569.00	
350.00	360.00	
	3,000.00	Professional Development - Professional books, memberships, webinars, workshops, travel,

Inactivate Account for 2016		
2015	2016	
APPROVED	REQUESTED	
BUDGET	BUDGET	
4,400.00	3,800.00	Naviant Minolta Service Contract
0.00	0.00	Transferred in 2015 to Administration
0.00	0.00	Transferred in 2015 to Administration
874.00	0.00	Transferred to Support Services that department does most of the shipping and handling.
	5,000.00	
1,100.00	1,100.00	
	38,000.00	Books, CD's, Programs paid for by donation, prizes, materials for summer reading club, etc.
273,983.78	364,234.00	Adult, youth, periodicals, microfilm, electronic resources, overdrive, digital library (billed from ESLS)
70,750.00	0.00	
0.00		Inactivate
	61,500.00	Collection HQ, Dear Reader, Polaris, ILS, WISCAT,(from ESLS), State buying pool, Cooperative Service Fees (ESLS), Teach Technology - this was part of contracted services
18,100.00	0.00	
0.00	0.00	Inactivate
<u>1,385,017.28</u>	<u>1,446,227.00</u>	
438,563.71	605,102.00	
159,424.25	0.00	Transferred to Full-Part Time Wages - Regular
0.00	0.00	Not used in 2015
37,075.25	37,517.00	
8,670.83	8,774.00	
35,138.44	33,941.00	
93,764.28	97,822.00	
5,159.64	6,243.00	
2,000.00	1,557.00	
278.34	274.00	
16,400.00	20,000.00	
33,000.00	0.00	In-activate for 2016 - These cost are under Processing Supplies
65,715.00	0.00	All of these expenses have been transferred to an expense account
0.00	0.00	Transfer to Janitorial Supplies - MPL does not have any vehicles
6,000.00	0.00	In-activate for 2016 - These cost are under Heavy Equipment Maintenance
3,400.00	3,000.00	
19,600.00	20,000.00	Fire Fighting Supplies & Extinguisher Supplies, Snow Removal
2,500.00	9,000.00	Johnson Control contract transferred from Heavy Equipment Maintenance.
9,200.00	8,500.00	
3,100.00	8,000.00	
7,100.00	62,500.00	Enviro-Clean and Window Washing Expense - Removed from Contracted Services, Shred IT Services

Inactivate Account for 2016		
2015	2016	
APPROVED	REQUESTED	
BUDGET	BUDGET	
94,000.00	92,000.00	Based on historical and new Chiller being more efficient.
1,400.00	1,419.00	1.5% inflation rate increase & historical data
1,450.00	1,300.00	1.5% inflation rate increase & historical data
9,000.00	7,000.00	Based on historical - includes ESLS Telephony expense
26,000.00	29,000.00	Based on 1.5% inflation rate increase and historical data
0.00	0.00	Transferred to Admin in 2015
0.00	0.00	Transferred to Admin in 2015
1,100.00	9,000.00	Includes all Postage/Delivery/Shipping & Handling accounts for all departments
28,500.00	28,500.00	
1,500.00	1,500.00	
150.00	150.00	
300.00	0.00	Transferred to Janitorial Services
0.00	0.00	Part of Mending Supplies
7,500.00	8,400.00	Boiler & Machinery Insurance - Based on historical
	0.00	Chiller II project completed in 2015
19,500.00	19,500.00	Equipment Supplies - New IT Equipment
-	30,000.00	Transferred from Contracted Services, ESLS Software invoices, 3M Selfcheck software updates and support, HeartlandrRemote backup & software, Open Sense/Groovix Public Access Computer Software, City IT Cost
<u>1,136,489.74</u>	<u>1,149,999.00</u>	
(3,065,754.00)	(3,028,286.00)	
<u>3,065,754.00</u>	<u>3,028,286.00</u>	
	\$ -	

850 Everhard/Forrer Library Trust

<u>OBJECT</u>	<u>DESCRIPTION</u>	2013 ACTUAL	2014 APPROVED BUDGET	2015 REQUESTED BUDGET	JANUARY BUDGET	FEBRUARY BUDGET	MARCH BUDGET	APRIL BUDGET
850 EVERHARD/FORRER LIBRARY TRUST								
85051100 - LIBRARY - TRUST FUND								
461101	INTEREST ON INVESTMENTS	190	600	0				
461141	INTEREST ON NOTES	977	6,600	0				
467101	DONATIONS	<u>83,026</u>	<u>6,800</u>	<u>62,500</u>	<u>5,208</u>	<u>5,208</u>	<u>5,208</u>	<u>5,208</u>
	TOTAL EVERHARD/FORRER LIBRARY TRUST REVENUE	<u>84,193</u>	<u>14,000</u>	<u>62,500</u>	<u>5,208</u>	<u>5,208</u>	<u>5,208</u>	<u>5,208</u>
85051100 - LIBRARY - TRUST FUND								
521800	PROGRAM SERVICES	10,186	11,000	20,000	1,667	1,667	1,667	1,667
538100	E-CONTENT			17,500	1,458	1,458	1,458	1,458
526130	TRAINING & EDUCATION	1,829	3,000	5,000	417	417	417	417
811255	INTERFUND - MEAD LIBRARY	<u>12,500</u>	<u>-</u>	<u>20,000</u>	<u>1,667</u>	<u>1,667</u>	<u>1,667</u>	<u>1,667</u>
	TOTAL EVERHARD/FORRER LIBRARY TRUST EXPENSE	<u>24,515</u>	<u>14,000</u>	<u>62,500</u>	<u>5,208</u>	<u>5,208</u>	<u>5,208</u>	<u>5,208</u>

		2015									
		REQUESTED	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER
OBJECT	DESCRIPTION	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	255 MEAD PUBLIC LIBRARY										
	25551100 - MEAD LIBRARY FUND										
411100	REAL ESTATE TAXES	2,305,741	2,305,741								
431709	ESLS - SHEBOYGAN COUNTY	533,093			533,093						
431710	ESLS - OZAUKEE COUNTY	9,230				9,230					
431711	ESLS - BACKUP REFERENCE	52,854			52,854						
431712	ESLS - ADJACENT COUNTIES	42,285				42,285					
431722	ESLS - LSTA GRANT PROGRAM	4,000	333	333	333	333	333	333	333	333	333
441116	JURY & WITNESS FEES	-									
447606	PHOTOCOPIES	9,000	750	750	750	750	750	750	750	750	750
447626	DISCARDED BOOK SALES	900						150	150		150
447636	LATE BOOK CHARGES	58,000	4,833	4,833	4,833	4,833	4,833	4,833	4,833	4,833	4,833
447641	LOST BOOK PENALTIES	5,500	458	458	458	458	458	458	458	458	458
447699	MISCELLANEOUS REVENUE	500	42	42	42	42	42	42	42	42	42
449901	VENDING MACHINE COMMISSION	650	54	54	54	54	54	54	54	54	54
462105	BOOK RENTALS	8,000	667	667	667	667	667	667	667	667	667
467101	CONTRIBUTIONS	36,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	25551100 - LIBRARY - ADMINISTRATION	3,065,753									
	25599990 - CUSTOMER CLEARING										
492850	INTERFUND-EVERHARD/FORRER	-									
499999	FUND EQUITY APPLIED	-									
	25599990 - CUSTOMER CLEARING	-									
	TOTAL MEAD LIBRARY REVENUE	3,065,753	2,315,878	10,137	596,084	61,652	10,137	10,287	10,287	10,137	10,287
	25551100 - LIBRARY - ADMINISTRATION										
510110	FULL TIME SALARIES - REGULAR	282,397	32,584	21,723	21,723	21,723	21,723	21,723	21,723	21,723	21,723
510310	FICA	17,509	2,020	1,347	1,347	1,347	1,347	1,347	1,347	1,347	1,347
510311	MEDICARE	4,095	472	315	315	315	315	315	315	315	315
510320	WI RETIREMENT FUND	19,768	2,281	1,521	1,521	1,521	1,521	1,521	1,521	1,521	1,521
510340	HEALTH INSURANCE	53,333	4,444	4,444	4,444	4,444	4,444	4,444	4,444	4,444	4,444
510341	RETIREE HEALTH INSURANCE	10,673	889	889	889	889	889	889	889	889	889
510350	DENTAL INSURANCE	3,424	285	285	285	285	285	285	285	285	285
510351	UNFUNDED PENSION LIABILITY	29,650	2,471	2,471	2,471	2,471	2,471	2,471	2,471	2,471	2,471
510360	LIFE INSURANCE	1,200	100	100	100	100	100	100	100	100	100
510400	WORKERS COMPENSATION	132	11	11	11	11	11	11	11	11	11
510410	UNEMPLOYMENT COMPENSATION	5,000	417	417	417	417	417	417	417	417	417
521100	BANKING FEES	1,000	83	83	83	83	83	83	83	83	83
521110	FINANCIAL SERVICES FEES	1,800	150	150	150	150	150	150	150	150	150
521400	ADVERTISING & MARKETING	10,000	833	833	833	833	833	833	833	833	833
521420	REPRODUCTION SERVICES	6,100	508	508	508	508	508	508	508	508	508
521510	BILLING SERVICES	5,200	433	433	433	433	433	433	433	433	433
521900	CONTRACTED SERVICES	8,650	721	721	721	721	721	721	721	721	721
523110	OFFICE EQUIPMENT MAINTENANCE	4,900	408	408	408	408	408	408	408	408	408
527110	TRAVEL	1,800	150	150	150	150	150	150	150	150	150
530100	OFFICE SUPPLIES	8,600	717	717	717	717	717	717	717	717	717
530115	PAPER	6,650	554	554	554	554	554	554	554	554	554
530130	POSTAGE & DELIVERY	7,800	650	650	650	650	650	650	650	650	650
530135	SHIPPING & HANDLING	170	14	14	14	14	14	14	14	14	14
530205	DISPLAYS	140	12	12	12	12	12	12	12	12	12
538001	ADULT BOOKS	36,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
538007	PROFESSIONAL BOOKS	160	13.33	13	13	13	13	13	13	13	13
538009	BOOK RENTALS	6,200	516.67	517	517	517	517	517	517	517	517
538099	SHIPPING & HANDLING	-									
539999	MISCELLANEOUS EXP	100	8.33	8	8	8	8	8	8	8	8
540215	GEN. PUB. OFFICIALS & AUTO	8,800									
590255	SPECIAL ASSESSMENTS	3,000	-	-	-	-	-	-	-	-	-
	25551100-LIBRARY-ADMINISTRATION	544,250	54,748	42,295	42,295	42,295	42,295	42,295	42,295	42,295	42,295
	25551110 - LIBRARY - PUBLIC SERVICES										
510110	FULL TIME SALARIES - REGULAR	742,573	85,682	57,121	57,121	57,121	85,682	57,121	57,121	57,121	57,121
510310	FICA	46,040	5,312	3,542	3,542	3,542	3,542	3,542	3,542	3,542	3,542
510311	MEDICARE	10,767	1,242	828	828	828	828	828	828	828	828
510320	WI RETIREMENT FUND	51,980	5,998	3,998.47	3,998	3,998	3,998	3,998	3,998	3,998	5,998
510340	HEALTH INSURANCE	149,540	12,462	12,462	12,462	12,462	12,462	12,462	12,462	12,462	12,462
510350	DENTAL INSURANCE	12,828	1,069	1,069	1,069	1,069	1,069	1,069	1,069	1,069	1,069
510360	LIFE INSURANCE	1,731	144.28	144	144	144	144	144	144	144	144
510400	WORKERS COMPENSATION	350	29.17	29	29	29	29	29	29	29	29
523110	OFFICE EQUIPMENT MAINTENANCE	4,400	3,400					500			
530100	OFFICE SUPPLIES										
530115	PAPER										
530135	SHIPPING & HANDLING	874	73	73	73	73	73	73	73	73	73
530205	DISPLAYS	1,100	92	92	92	92	92	92	92	92	92
538001	ADULT MATERIALS	273,980	54,029	33,891	46,001	32,549	33,042	29,562	10,576	5,480	986
538003	YOUTH & CHILDRENS MATERIALS	70,750	5,896	5,896	5,896	5,896	5,896	5,896	5,896	5,896	5,896
538099	SHIPPING & HANDLING	-									
538301	PERIODICALS/MICROFILM/HQ SUBSCRI	18,100	410	410	410	410	410	410	410	410	410
538399	SHIPPING & HANDLING	-	-	-	-	-	-	-	-	-	-
	25551110 - LIBRARY PUBLIC SERVICES	1,385,014	175,837	119,555	131,665	118,213	147,266	115,726	96,239	91,143	88,649

		2015									
		REQUESTED	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER
OBJECT	DESCRIPTION	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	25551150 - LIBRARY - SUPPORT SERVICES										
510110	FULL TIME SALARIES - REGULAR	438,564	50,604	33,736	33,736	33,736	33,736	33,736	33,736	33,736	33,736
510130	TEMPORARY SALARIES - REGULAR	159,424	18,395	12,263	12,263	12,263	12,263	12,263	12,263	12,263	12,263
510310	FICA	37,075	4,278	2,852	2,852	2,852	2,852	2,852	2,852	2,852	2,852
510311	MEDICARE	8,671	1,000	667	667	667	667	667	667	667	667
510320	WI RETIREMENT FUND	35,138	4,054	2,703	2,703	2,703	2,703	2,703	2,703	2,703	2,703
510340	HEALTH INSURANCE	93,764	7,814	7,814	7,814	7,814	7,814	7,814	7,814	7,814	7,814
510350	DENTAL INSURANCE	5,160	430	430	430	430	430	430	430	430	430
510360	LIFE INSURANCE	2,000	167	167	167	167	167	167	167	167	167
510400	WORKERS COMPENSATION	278	23	23	23	23	23	23	23	23	23
521700	SECURITY SERVICES	16,400	1,775	1,775	1,775	1,775	1,775	100	125	200	1,775
521900	CONTRACTED SERVICES	65,715	5,476	5,476	5,476	5,476	5,476	5,476	5,476	5,476	5,476
522110	VEHICLE MAINTENANCE										
522130	HEAVY EQUIPMENT MAINTENANCE	6,000			1,500		1,500			1,500	
523110	OFFICE EQUIPMENT MAINTENANCE	3,400	3,200					200			
524110	BUILDING EXTERIOR MAINTENANCE	19,600	1,633	1,633	1,633	1,633	1,633	1,633	1,633	1,633	1,633
524124	HEATING & VENTILATION MAINTENANCE	2,500	1,250							1,250	
524126	ELEVATOR MAINTENANCE & REPAIR	9,200			7,000					2,200	
524130	CUSTODIAL SERVICES	3,100	258	258	258	258	258	258	258	258	258
524135	JANITORIAL SERVICES	7,100	591.67	592	592	592	592	592	592	592	592
525100	ELECTRIC	94,000	6,101	6,918	6,392	6,458	6,740	7,454	8,686	11,167	10,641
525105	WATER	1,400	116.67	117	117	117	117	117	117	117	117
525110	SEWER	1,450	120.83	121	121	121	121	121	121	121	121
525120	TELEPHONE	9,000	750	750	750	750	750	750	750	750	750
525140	GAS - UTILITY	26,000	4,493	4,420	4,064	3,034	2,805	889	660	666	627
530100	OFFICE SUPPLIES										
530115	PAPER										
530135	SHIPPING & HANDLING	1,100	91.67	92	92	92	92	92	92	92	92
530200	PROGRAM SUPPLIES	28,500	2,375	2,375	2,375	2,375	2,375	2,375	2,375	2,375	2,375
530210	OPERATING SUPPLIES	1,500	125	125	125	125	125	125	125	125	125
530255	TOOLS & SMALL EQUIPMENT	150	12.50	13	13	13	13	13	13	13	13
530500	FIRE FIGHTING SUPPLIES & SMALL	300	300								
538401	BINDINGS	-									
540200	INSURANCE	7,500	625	625	625	625	625	625	625	625	625
New Acco	IT CONTRACTED SERVICES	33,000	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750
642200	IT EQUIPMENT	19,500	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625
	25551150-LIBRARY-SUPPORT - TOTAL	1,136,490	120,435	90,319	97,937	88,473	90,026	85,849	86,677	94,189	90,248
	TOTAL MEAD LIBRARY EXPENSE	3,065,753	351,020	252,170	271,897	248,981	279,588	243,871	225,212	227,627	221,193

OCTOBER	NOVEMBER	DECEMBER	TOTAL
BUDGET	BUDGET	BUDGET	BUDGET
			2,305,741
			533,093
			9,230
			52,854
			42,285
333	333	333	4,000
			-
750	750	750	9,000
150	150	150	900
4,833	4,833	4,837	58,000
458	458	458	5,500
42	42	42	500
54	54	54	650
667	667	667	8,000
<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>36,000</u>
			-
			-
			-
			-
			-
			-
			-
10,287	10,287	10,291	3,065,753
			-
			-
32,584	21,723	21,723	282,397
2,020	1,347	1,347	17,509
472	315	315	4,095
2,281	1,521	1,521	19,768
4,444	4,444	4,444	53,333
889	889	889	10,673
285	285	285	3,424
2,471	2,471	2,471	29,650
100	100	100	1,200
11	11	11	132
417	417	417	5,000
83	83	83	1,000
150	150	150	1,800
833	833	833	10,000
508	508	508	6,100
433	433	433	5,200
721	721	721	8,650
408	408	408	4,900
150	150	150	1,800
717	717	717	8,600
554	554	554	6,650
650	650	650	7,800
14	14	14	170
12	12	12	140
3,000	3,000	3,000	36,000
13	13	13	160
517	517	517	6,200
			-
8	8	8	100
		8,800	8,800
-	-	3,000	3,000
54,748	42,295	54,095	544,250
			-
			-
57,121	57,121	57,121	742,573
5,312	3,542	3,542	46,040
1,242	828	828	10,767
3,998	3,998	3,998	51,980
12,462	12,462	12,462	149,540
1,069	1,069	1,069	12,828
144	144	144	1,731
29	29	29	350
	500		4,400
73	73	73	874
92	92	92	1,100
10,576	6,850	10,439	273,980
5,896	5,896	5,894	70,750
			-
3,500	410	10,500	18,100
-	-	-	-
101,514	93,013	106,191	1,385,013

OCTOBER	NOVEMBER	DECEMBER	TOTAL
<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>
			-
			-
50,604	33,736	33,736	438,564
18,395.11	12,263	12,263	159,424
4,278	2,852	2,852	37,075
1,000	667	668	8,671
4,054	2,703	2,703	35,138
7,814	7,814	7,814	93,764
430	430	430	5,160
167	167	167	2,000
23	23	23	278
1,775	1,775	1,775	16,400
5,476	5,476	5,476	65,715
	1,500		6,000
			3,400
1,633	1,633	1,633	19,600
			2,500
			9,200
258	258	258	3,100
592	592	592	7,100
9,137	8,244	6,063	94,000
117	117	117	1,400
121	121	121	1,450
750	750	750	9,000
840	2,306	1,196	26,000
			-
92	92	92	1,100
2,375	2,375	2,375	28,500
125	125	125	1,500
13	13	13	150
			300
			-
625	625	625	7,500
2,750	2,750	2,750	33,000
1,625	1,625	1,625	19,500
115,067	91,031	86,241	1,136,490
271,329	226,340	246,527	3,065,753

		2013	2013	2013	2014	2015				
		REVISED	ACTUAL	VARIANCE	APPROVED	REQUESTED	JANUARY	FEBRUARY	MARCH	APRIL
OBJECT	DESCRIPTION	BUDGET		-	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	255 MEAD PUBLIC LIBRARY									
	25551100 - MEAD LIBRARY FUND									
411100	REAL ESTATE TAXES	2,377,053	2,377,053	-	2,305,741	2,305,741	2,305,741			
431709	ESLS - SHEBOYGAN COUNTY	566,424	566,424	-	521,615	533,093			533,093	
431710	ESLS - OZAUKEE COUNTY	10,374	10,374	-	8,838	9,230				9,230
431711	ESLS - BACKUP REFERENCE	50,297	51,152	855	51,152	52,854			52,854	
431712	ESLS - ADJACENT COUNTIES	45,313	45,314	1	46,525	42,285				42,285
431722	ESLS - LSTA GRANT PROGRAM		965	965	-	4,000	333	333	333	333
441116	JURY & WITNESS FEES		206	206	-	-				
447606	PHOTOCOPIES	9,000	9,022	22	9,000	9,000	750	750	750	750
447626	DISCARDED BOOK SALES	4,663	6,087	1,424	-	900				
447636	LATE BOOK CHARGES	75,000	57,313	(17,687)	75,000	58,000	4,833	4,833	4,833	4,833
447641	LOST BOOK PENALTIES	8,200	5,521	(2,679)	8,200	5,500	458	458	458	458
447699	MISCELLANEOUS REVENUE	500	545	45	500	500	42	42	42	42
449901	VENDING MACHINE COMMISSION	750	616	(134)	750	650	54	54	54	54
462105	BOOK RENTALS	8,000	7,232	(768)	8,000	8,000	667	667	667	667
467101	CONTRIBUTIONS	81,266	90,737	9,471	26,555	36,000	3,000	3,000	3,000	3,000
	25551100 - LIBRARY - ADMINISTRATION	3,236,840	3,228,561	(8,279)	3,061,876	3,065,753				
	25599990 - CUSTOMER CLEARING									
492850	INTERFUND-EVERHARD/FORRER		12,500	12,500	-	-				
499999	FUND EQUITY APPLIED	29,687	29,687	-	-	-				
	25599990 - CUSTOMER CLEARING	29,687	42,187	12,500	-	-				
	TOTAL MEAD LIBRARY REVENUE	3,266,527	3,270,748	4,221	3,061,876	3,065,753	2,315,878	10,137	596,084	61,652
	25551100 - LIBRARY - ADMINISTRATION									
510110	FULL TIME SALARIES - REGULAR	404,575	450,505	(45,930)	268,035	282,397	32,584	21,723	21,723	21,723
510310	FICA	25,084	28,706	(3,622)	16,620	17,509	2,020	1,347	1,347	1,347
510311	MEDICARE	5,866	3,106	2,760	3,890	4,095	472	315	315	315
510320	WI RETIREMENT FUND	27,110	25,590	1,520	18,765	19,768	2,281	1,521	1,521	1,521
510340	HEALTH INSURANCE	79,315	69,652	9,663	72,155	53,333	4,444	4,444	4,444	4,444
510341	RETIREE HEALTH INSURANCE		57,352	(57,352)	32,520	10,673	889	889	889	889
510350	DENTAL INSURANCE	4,405	4,105	300	4,910	3,424	285	285	285	285
510351	UNFUNDED PENSION LIABILITY	29,650	29,650	-	29,650	29,650	2,471	2,471	2,471	2,471
510360	LIFE INSURANCE	2,880	1,319	1,561	1,170	1,200	100	100	100	100
510400	WORKERS COMPENSATION	185	185	-	125	132	11	11	11	11
510410	UNEMPLOYMENT COMPENSATION					5,000	417	417	417	417
521100	BANKING FEES	2,000	870	1,130	2,000	1,000	83	83	83	83
521110	FINANCIAL SERVICES FEES	1,750	1,750	-	1,750	1,800	150	150	150	150
521400	ADVERTISING & MARKETING		21,934	(21,934)	-	10,000	833	833	833	833
521420	REPRODUCTION SERVICES	5,500	5,840	(340)	6,500	6,100	508	508	508	508
521510	BILLING SERVICES	6,500	4,967	1,533	6,500	5,200	433	433	433	433
521900	CONTRACTED SERVICES	66,570	59,887	6,683	66,570	8,650	721	721	721	721
523110	OFFICE EQUIPMENT MAINTENANCE	6,000	4,693	1,307	5,000	4,900	408	408	408	408
527110	TRAVEL	2,000	1,657	343	2,172	1,800	150	150	150	150
530100	OFFICE SUPPLIES	2,000	1,193	807	2,000	8,600	717	717	717	717
530115	PAPER	600	467	133	600	6,650	554	554	554	554
530130	POSTAGE & DELIVERY	12,000	7,538	4,462	12,000	7,800	650	650	650	650
530135	SHIPPING & HANDLING	200	130	70	230	170	14	14	14	14
530205	DISPLAYS	150	129	21	150	140	12	12	12	12
538001	ADULT BOOKS	35,492	47,848	(12,356)	7,500	36,000	3,000	3,000	3,000	3,000
538007	PROFESSIONAL BOOKS	150	148	2	150	160	13.33	13	13	13
538009	BOOK RENTALS	4,125	5,950	(1,825)	4,125	6,200	516.67	517	517	517
538099	SHIPPING & HANDLING	30	-	30	-	-				
539999	MISCELLANEOUS EXP	100	-	100	100	100	8.33	8	8	8
540215	GEN. PUB. OFFICIALS & AUTO	8,500	8,463	37	8,500	8,800				
590255	SPECIAL ASSESSMENTS	4,459	2,891	1,568	4,459	3,000	-	-	-	-
	25551100-LIBRARY-ADMINISTRATION-TOTAL	737,196	846,525	(109,329)	578,146	544,250	54,748	42,295	42,295	42,295
	25551110 - LIBRARY - PUBLIC SERVICES									
510110	FULL TIME SALARIES - REGULAR	515,570	513,678	1,892	770,180	742,573	85,682	57,121	57,121	57,121
510310	FICA	36,629	38,117	(1,488)	47,755	46,040	5,312	3,542	3,542	3,542
510311	MEDICARE	8,571	3,999	4,572	11,170	10,767	1,242	828	828	828
510320	WI RETIREMENT FUND	38,455	34,208	4,247	53,915	51,980	5,998	3,998.47	3,998	3,998
510340	HEALTH INSURANCE	89,500	76,258	13,242	165,090	149,540	12,462	12,462	12,462	12,462
510350	DENTAL INSURANCE	5,690	4,888	802	10,145	12,828	1,069	1,069	1,069	1,069
510360	LIFE INSURANCE	2,515	1,091	1,424	3,515	1,731	144.28	144	144	144
510400	WORKERS COMPENSATION	260	260	-	345	350	29.17	29	29	29
523110	OFFICE EQUIPMENT MAINTENANCE	4,000	4,171	(171)	5,500	4,400	3,400			
530100	OFFICE SUPPLIES	6,000	5,973	27	4,500					
530115	PAPER	2,250	1,952	298	2,250					
530135	SHIPPING & HANDLING	360	2,111	(1,751)	360	874	73	73	73	73
530205	DISPLAYS	1,200	1,056	144	1,200	1,100	92	92	92	92
538001	ADULT MATERIALS	276,355	297,462	(21,107)	282,605	273,980	54,029	33,891	46,001	32,549
538003	YOUTH & CHILDRENS MATERIALS	83,700	66,629	17,071	79,800	70,750	5,896	5,896	5,896	5,896
538099	SHIPPING & HANDLING	2,000	-	2,000	-	-				
538301	PERIODICALS/MICROFILM/HQ SUBSCRIPTION	18,000	17,958	42	18,100	18,100	410	410	410	410
538399	SHIPPING & HANDLING	450	-	450	-	-	-	-	-	-
	25551110 - LIBRARY PUBLIC SERVICES-TOTAL	1,091,505	1,069,811	21,694	1,456,430	1,385,014	175,837	119,555	131,665	118,213

		2013	2013	2013	2014	2015				
		REVISED	ACTUAL	VARIANCE	APPROVED	REQUESTED	JANUARY	FEBRUARY	MARCH	APRIL
OBJECT	DESCRIPTION	BUDGET		-	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	25551150 - LIBRARY - SUPPORT SERVICES									
510110	FULL TIME SALARIES - REGULAR	688,929	671,947	16,982	379,865	438,564	50,604	33,736	33,736	33,736
510130	TEMPORARY SALARIES - REGULAR	191,045	192,424	(1,379)	153,315	159,424	18,395	12,263	12,263	12,263
510310	FICA	49,895	52,964	(3,069)	33,060	37,075	4,278	2,852	2,852	2,852
510311	MEDICARE	11,670	5,418	6,252	7,735	8,671	1,000	667	667	667
510320	WI RETIREMENT FUND	49,820	48,734	1,086	33,600	35,138	4,054	2,703	2,703	2,703
510340	HEALTH INSURANCE	115,790	128,840	(13,050)	84,830	93,764	7,814	7,814	7,814	7,814
510350	DENTAL INSURANCE	6,130	6,467	(337)	5,840	5,160	430	430	430	430
510360	LIFE INSURANCE	2,455	1,444	1,011	2,135	2,000	167	167	167	167
510400	WORKERS COMPENSATION	365	365	-	240	278	23	23	23	23
521700	SECURITY SERVICES	1,500	1,314	186	1,300	16,400	1,775	1,775	1,775	1,775
521900	CONTRACTED SERVICES	13,200	13,003	197	79,650	65,715	5,476	5,476	5,476	5,476
522110	VEHICLE MAINTENANCE	120	15	105	120					
522130	HEAVY EQUIPMENT MAINTENANCE	5,900	5,800	100	5,900	6,000			1,500	
523110	OFFICE EQUIPMENT MAINTENANCE	3,300	5,981	(2,681)	3,300	3,400	3,200			
524110	BUILDING EXTERIOR MAINTENANCE	20,169	18,864	1,305	15,000	19,600	1,633	1,633	1,633	1,633
524124	HEATING & VENTILATION MAINTENANCE	5,000	2,317	2,683	5,000	2,500	1,250			
524126	ELEVATOR MAINTENANCE & REPAIR	9,500	8,802	698	8,500	9,200			7,000	
524130	CUSTODIAL SERVICES	3,000	2,924	76	3,000	3,100	258	258	258	258
524135	JANITORIAL SERVICES	6,500	6,514	(14)	4,500	7,100	591.67	592	592	592
525100	ELECTRIC	108,000	90,056	17,944	94,000	94,000	6,101	6,918	6,392	6,458
525105	WATER	1,200	1,307	(107)	1,200	1,400	116.67	117	117	117
525110	SEWER	1,400	1,299	101	1,400	1,450	120.83	121	121	121
525120	TELEPHONE	9,500	5,657	3,843	8,500	9,000	750	750	750	750
525140	GAS - UTILITY	33,620	23,329	10,291	25,000	26,000	4,493	4,420	4,064	3,034
530100	OFFICE SUPPLIES	2,000	2,237	(237)	2,000					
530115	PAPER	4,100	3,990	110	4,100					
530135	SHIPPING & HANDLING	1,860	1,056	804	1,860	1,100	91.67	92	92	92
530200	PROGRAM SUPPLIES	29,600	28,922	678	28,500	28,500	2,375	2,375	2,375	2,375
530210	OPERATING SUPPLIES	2,000	3,249	(1,249)	1,500	1,500	125	125	125	125
530255	TOOLS & SMALL EQUIPMENT	150	150	-	150	150	12.50	13	13	13
530500	FIRE FIGHTING SUPPLIES & SMALL	865	218	647	600	300	300			
538401	BINDINGS	100	-	100	100	-				
540200	INSURANCE	7,500	6,836	664	7,500	7,500	625	625	625	625
New Account	IT CONTRACTED SERVICES					33,000	2,750	2,750	2,750	2,750
642200	IT EQUIPMENT	58,950	19,070	39,880	24,000	19,500	1,625	1,625	1,625	1,625
	25551150-LIBRARY-SUPPORT - TOTAL	1,445,133	1,361,513	83,620	1,027,300	1,136,490	120,435	90,319	97,937	88,473
	TOTAL MEAD LIBRARY EXPENSE	3,273,834	3,277,849	(4,015)	3,061,876	3,065,753	351,020	252,170	271,897	248,981

MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>
								-
33,736	33,736	33,736	33,736	33,736	50,604	33,736	33,736	438,564
12,263	12,263	12,263	12,263	12,263	18,395.11	12,263	12,263	159,424
2,852	2,852	2,852	2,852	2,852	4,278	2,852	2,852	37,075
667	667	667	667	667	1,000	667	668	8,671
2,703	2,703	2,703	2,703	2,703	4,054	2,703	2,703	35,138
7,814	7,814	7,814	7,814	7,814	7,814	7,814	7,814	93,764
430	430	430	430	430	430	430	430	5,160
167	167	167	167	167	167	167	167	2,000
23	23	23	23	23	23	23	23	278
1,775	100	125	200	1,775	1,775	1,775	1,775	16,400
5,476	5,476	5,476	5,476	5,476	5,476	5,476	5,476	65,715
1,500			1,500			1,500		6,000
	200							3,400
1,633	1,633	1,633	1,633	1,633	1,633	1,633	1,633	19,600
			1,250					2,500
			2,200					9,200
258	258	258	258	258	258	258	258	3,100
592	592	592	592	592	592	592	592	7,100
6,740	7,454	8,686	11,167	10,641	9,137	8,244	6,063	94,000
117	117	117	117	117	117	117	117	1,400
121	121	121	121	121	121	121	121	1,450
750	750	750	750	750	750	750	750	9,000
2,805	889	660	666	627	840	2,306	1,196	26,000
								-
92	92	92	92	92	92	92	92	1,100
2,375	2,375	2,375	2,375	2,375	2,375	2,375	2,375	28,500
125	125	125	125	125	125	125	125	1,500
13	13	13	13	13	13	13	13	150
								300
								-
625	625	625	625	625	625	625	625	7,500
2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750	33,000
1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	19,500
90,026	85,849	86,677	94,189	90,248	115,067	91,031	86,241	1,136,490
279,588	243,871	225,212	227,627	221,193	271,329	226,340	246,527	3,065,753

Patron Satisfaction Survey Results

Mead Public Library

Number of surveys received: 387

Staffing by Friends/MPL volunteers; one week, morning, afternoon, evening, and Saturday
Three-hour shifts

Date compiled: June 23, 2015

What material, service, or program that is not currently available would you like the library to offer?

Tours/services of MPL for new cardholders

Music programs

Morning Star, Ozaukee Press, Beacon, Sun, Plymouth Review newspapers

Program for Warschau/Henschel room to discuss, answer questions, or offer information about Holocaust materials

Separate section for persons with younger children/babies including groups and activities. I have a 10 month-old son and he loves books, but he is too young to join the current kid's programs.

TV to watch movies in library (no system at home)

Computer games new and old; 95/98 windows

3-D printing

Wine making class

Books on the Royal family

Coffee bar

Offer daytime movies, reading programs, fiction early enough for 2nd shift workers

"Wild at Heart" TV show on DVD

Internet tutorials, ability to download apps

Workshops on computers, laptops, and new phones

Computer setup classes for elderly; need more how-to-information for us old folks

Yoga classes

Beginner crochet and knitting

Online access for PCAT nursing program; up-to-date books for nursing programs

Build studio room for teens (sound proof)

Provide at least one computer in study room

AA meetings at MPL

Evening programs for 1st shift workers

Ability to check out tools, fishing equipment, etc.

Activities for seniors such as book clubs and movies

Purified water

Free parking

“Paris Match” a French magazine

Bring back \$1 movie rentals

Tell City Hall to increase budget! Sunday hours all year; longer hours on Saturday; consistent hours with more evenings

More book discussion groups

Better publicity for BookStore

More: adult programs, true crime, books by Zane, French material, Black history, large-print nonfiction, hobby, instruction DVDs, travelogue DVDs, new titles, old movies, new movies, music

Casual and quiet reading areas

Move biographies to First Floor

Better digital book options/process

Open Teen Center more often; and keep open until 9 p.m.

Being able to renew two times

More programs/speakers on health topics, herbs, teas, homeopathy

Recommend more programs by Bill Wangemann on local history of Sheboygan area

More types of creative programs for all ages

More people at research desk

Please don't place reserve self pick-up books on bottom shelves

Please provide additional feedback and suggestions for improvements

Would like more cookbooks on everyday cooking

More hairstyle magazines

Be able to check out books on Kindle without agony

Large-print books closer to front door

Offer more electronic media, games, donated software, etc. Possibly even some training in computer technology or media, graphic arts, design, etc.

Consistent fee assessment for overdue materials in the entire Eastern Shores System

Complaints

The major complaint (about 15) seemed to be focused on the young people congregating in front of the library entrance. Some patrons feel intimidated while others are annoyed with their language and rough housing. Many suggested fulltime security guards also suggested No Loitering signs.

Second floor computers are very frustrating to use because of constant swearing, music, cell phone usage, patrons talking amongst themselves, crying babies, etc.

Why is Mead closed on Friday, July 3? Don't you realize that there are lots of people who have no other way of getting internet access? Three days without internet so you can give this "perk" to your employees. I feel you could give this perk of three days off by simply doing a better job in scheduling.

Study room is very noisy people in and out talking, and not there to study. Please reopen The Loft!!!!

The carpets in elevators and in general have a moldy or musty smell to them.

Moving stuff around makes at least one patron crabby.

Not happy about removal of religious materials (fewer books).

Compliments

Our community is very fortunate to have this high-quality facility.

Love the changing variety – really all areas. One of the better libraries I have been able to visit and use (have been to many elsewhere).

Please continue to encourage children to read and immerse themselves in literature and arts. You're all doing a great job!

I love my library, MPL is a GEM, great facility and services, excellent variety of programs, great job!, excellent staff, perfect, efficient staff, it's awesome!, library is wonderful, awesome employees, very good help and kind people, great asset to community, very pleased, staff is very friendly, love library and staff, love Easicat and large-print books, keep up the great work.

Been coming to the library since it was on North 7 Street. Excellent community resource.

Love this library come here all the time to study or even just read and relax.

Four customers responded excellent service and resources.

Excellent children's area and staff very cheerful.

Very user friendly, ease of access with no waiting, wide variety of selections.

Love Summer Reading program

Great the way it is, and so many reasons to visit at library

Love new checkout program and e-books online. I will use these all the time!

The staff are always great with customer service and that's what keeps me and my daughters coming back.

Always clean, organized and very helpful. Thanks so much!

Love it the way it is.

Two patrons expressed liking the addition of our Seed Library.

Quick service is best thing ever.

Love the staff and building is always clean.

Love Tom P. and story hour, always clean, e-books and gerbils

I really like the multiple areas to study for different topics.

Like the reading program and self check-out machines.

Absolutely love children's floor because noise is allowed, and other floors are quiet.

Awesome programs for children. Meeting rooms are great.

Love displays because helps to find new authors or topics.

A great addition is the auto checkout.

I reserve many books; appreciate self-serve pickup.

I like the convenience of book holds

Great library; I like new area on first floor

Love the kid's area and computer games

Nice place to chill and get information

I like the puzzles

Like the hands-on and reading programs

Love being able to request items from other branches

I appreciate the Book Store; I buy too much!

Teen Center is great place to socialize! Wonderful place to study, hangout and get new books.

Happy to see young people services expanding

The library is a pillar of a free and democratic society. READ ON!

Thank you for always being kind, professional, helpful, and polite.

Miscellaneous comments

Add yellow lighting in some places for mood affect

Always keep the pay phone

All is fine. Not all employees are as knowledgeable about certain things.

First floor customer service has vastly improved. Much happier and helpful employees assigned at the desk.

There are many talented artists and computer techs willing to volunteer to train. Some of us love to teach!

Mead Public Library Statistics - May 2015

Circulation Transactions	May 2014	May 2015	Monthly % Change 2014 vs. 2015	Year-to-date 2014
Adult Materials	35,501	32,127	-0.0950	192,548
Children's Materials	13,804	14,026	0.0161	79,366
Total Adult & Children's Materials	49305	46153	-0.0639	271,914
In House Use	7,094	6,142	-0.1342	38,070
Interlibrary Loans (Transits)				
Items provided to libraries	7,940	0	-1.0000	42,488
Items received from Libraries	3,924	0	-1.0000	21,522
Total Interlibrary Loans (Transits)	11,864	0	-1.0000	64010
Number of Registered Users				
Resident				31,220
Non-Resident				10,350
Total Number of Registered Users				41570
Library Visits				
Gate count	24,443	23,205	-0.0506	81,250
Reference Inquiries				
Reference Inquiries	1,827	2,176	0.1910	11,604
Users of Public Internet PCs				
Library workstations	5,323	4,826	-0.0934	16,974
Wireless Sessions	0	0	0.0000	14,092
Uses of E-Content				
E-Books (Overdrive)	2,526	2,624	0.0388	12,667
E-Audio (Overdrive)	462	561	0.2143	2,410
E-Video (Overdrive)	7	12	0.0000	56
E-Magazines (Zinio)	125	1	0.0000	56
Total Uses of E-Content	3120	3198	0.0250	15189
Programs (Number of Programs, Attendance)				
Children (0-11) Number of Programs	9	15	0.6667	44
Children (0-11) Attendance	509	1,011	0.9862	1,336
Teen (12-18) Number of Programs	1	3	2.0000	14
Teen (12-18) Attendance	15	29	0.9333	287
Adult (18+) Number of Programs	13	15	0.1538	62
Adult (18+) Attendance	119	187	0.5714	842
Total number of Programs	23	33	0.4348	120
Total number of Attendance	643	1227	0.9082	2,465

Year-to-date 2015	YTD % Change 2014 vs. 2015
175,274	-0.0897
79,431	0.0008
254,705	-0.0633
33,424	-0.1220
0	-1.0000
0	-1.0000
0	-1.0000
30,114	-0.0354
10,111	-0.0231
40225	-0.0236
139,479	0.7167
30,228	1.6050
26,242	0.5460
0	0.0000
13,952	0.1014
2,805	0.1639
64	0.1429
1,808	
18629	0.2265
120	1.7273
3,475	1.6010
18	0.2857
326	0.1359
111	0.7903
1,460	0.7340
249	1.0750
5261	1.1343