

*****ATTACHMENTS*****

**Minutes
Mead Public Library
Finance Committee Meeting
Thursday, January 28, 2016
2:45 p.m.**

The meeting of the Mead Public Library (MPL) Finance Committee was held on Thursday, January 28, 2016 in the Library Board Room. Present Committee Members: Dirk Zylman presiding: Henry Nelson, Dolcye Johnson, and Maeve Quinn. Staff members present: Garrett Erickson, Debbie DeAmico and Lauren Richmond. City Staff present: Jim Amodeo

1. OPENING OF MEETING

1.1 CALL TO ORDER AND DETERMINATION OF QUORUM: Zylman called the meeting to order at 2:45 pm. Zylman determined there was a quorum present.

1.2 APPROVAL OF MINUTES. Approval of the Finance Committee minutes for December 17, 2015 meeting. Quinn **moved** to approve the Finance Committee minutes for the December 17, 2015 meeting. Nelson **seconded**. The motion passed.

2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

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

2.2 DISCUSSION AND RECOMMENDATION TO THE BOARD OF TRUSTEES TO ACCEPT THE NEH GRANT FUNDS AND FRIENDS OF MPL 2016 DONATION
National Endowment for the Humanities grant was just under \$11,000. Deb Voss applied and was awarded the prestigious grant that will be used to capture local history and offer scanning education to the community. The Friends have pledged \$27,200 this year to pay for programming and new furniture for the Café. Johnson **moved** to recommend the full board accepts the NEH grant funds and the 2016 Friends of MPL donation. Quinn **seconded** the motion. The motion **carried**.

2.3 REVIEW AND DISCUSS 850 FUNDS
2015 year end was lower than 2014. This is to be expected. Over time there will be bumps but the goal is to out-perform the benchmark long-term.

2.4 REVIEW OF METRICS – PERSONNEL METRICS
No report. December 15th actual included in YTD. January only had two days in the pay-period.

2.5 RECEIVE 2015 & 2016 BUDGET STATUS TO DATE

The library has been responsible in not spending just to spend. The percentages of overages are misleading on the report, true numbers are minimal. Unemployment should be completely paid out now.

Jim Amodeo reports that the budget timeline will be the same as it was in 2015. They are still in discussion about a new or renovated City Hall.

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

Committee was presented a list of everything needed. Erickson states that it hasn't been prioritized yet, but with the exception of moving security to the top, it is mostly in order. We are still awaiting City Hall to finalize the new phone system to see a true cost on piggybacking with their upgrade to avoid the cost of doing it on our own. Johnson asks to hold the discussion for now as we still have several months to finalize.

2.7 DISCUSS POSSIBLE FUTURE COMMITTEE ISSUES/AGENDA ITEMS

- Salary Study
- Library Hours Study
- Capital Improvement Funds

2.8 MOTION TO CONVENE IN CLOSED SESSION FOR THE PURPOSE OF EVALUATING THE PERFORMANCE OF THE LIBRARY DIRECTOR UNDER THE EXCEPTION SET FORTH IN WISCONSIN STATE STATUES 19.85 (1)(C) FOR CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION, OR PERFORMANCE EVALUATION DATA OR ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY
Johnson **moved** to convene in closed session. Nelson **seconded** the motion.

2.9 ROLL CALL VOTE TO GO INTO CLOSED SESSION
None opposed. Motion **carried**.

2.10 CLOSED SESSION

2.11 RECONVENE IN OPEN SESSION

Johnson **moved** to reconvene in open session. Nelson **seconded** the motion. The motion **carried**.

2.12 POSSIBLE ACTION ON LIBRARY DIRECTOR PERFORMANCE APPRAISAL – RECOMMENDATION TO THE BOARD OF TRUSTEES

Further discussion will be completed in the full Board of Directors meeting.

2.13 CONFIRM COMMITTEE REPORT TO MEAD PUBLIC LIBRARY BOARD OF TRUSTEES

3. UPCOMING MEETINGS

3.1 Mead Public Library Finance Committee next meeting February 25, 2016 @ 2:45 pm.

4. ADJOURN

4.1 MOTION TO ADJOURN Johnson **moved** to adjourn the January 28, 2016 Finance Committee meeting; Nelson **seconded** the motion. The motion **passed.** Zylman concluded the Finance Committee at 3:30 p.m.

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MPL Visa Credit Card Purchases
1/7/2016 - 2/3/2016

Account #	Amount	Description
25551150 - 524110	\$ 170.18	Building maintenance supplies
25551100 - 538001	\$ 24.96	Facebook advertising paid for by Friends of MPL
25551150 - 530200	\$ 49.95	Cash Box for Copier/Printer on 2nd Floor
25551150 - 530135	\$ 7.95	Freight on Cash Box for Copier/Printer on 2nd Flr
25551150 - 642200	\$ 12.95	IT Supplies
25551100 - 538001	\$ 251.87	Creative Cloud Software - donated purchase
Total Charges for 9/4/2015 - 10/5/2015	\$ 517.86	

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

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

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

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

Vendor	Name	Invoice	Check #	Invoice Amt	Description
900104	ALLIANT ENERGY	12/29/15 - 1/25/2016	320204	5,888.69	Electric utility expense
1418	ART IN A SUITCASE - MARY TOOLEY	2/17/2016 PROGRAM	320205	185.00	Programming cost
900009	AT&T	920Z830200001Z	320206	136.71	Telephone expense
2716	BAKER & TAYLOR, LLC	2031641958	320207	80.38	Materials purchases
2716	BAKER & TAYLOR, LLC	2031588012	320207	22.03	Materials purchases
2716	BAKER & TAYLOR, LLC	2031588011	320207	32.29	Materials purchases
2716	BAKER & TAYLOR, LLC	5013978872	320207	126.02	Materials purchases
2716	BAKER & TAYLOR, LLC	3020801969	320207	8.18	Materials purchases
2716	BAKER & TAYLOR, LLC	3020801964	320207	59.45	Materials purchases
2146	CAVENDISH SQUARE	3019759	320208	193.91	Materials purchases
3200	CDWG	BSV3450	320209	52.78	IT supplies
3200	CDWG	BSS06468	320209	182.44	IT supplies
3200	CDWG	BVH2476	320209	46.86	IT supplies
3200	CDWG	BVX3522	320209	13.05	IT supplies
3200	CDWG	1BM5HT4	320209	449.59	NEH Grant - Flatbed Scanner
3200	CDWG	GSQz276	320209	69.52	NEH Grant - CD's for documents scanned to CD
3252	CHARTER COMMUNICAT	JANUARY 2016	320210	272.99	Internet service
900036	COMPUTYPE INC	602031	320211	420.80	Technical Service supplies
900036	COMPUTYPE INC	601852	320211	912.87	Technical Service supplies
900036	COMPUTYPE INC	602084	320211	949.40	Technical Service supplies
900081	DEMCO, INC.	5775404	320212	1,430.15	Technical Service supplies
900081	DEMCO, INC.	5790563	320212	873.18	Technical Service supplies
900081	DEMCO, INC.	579543	320212	751.82	Technical Service supplies
900235	EASTERN SHORES LIBRA	02/2016/922	320213	186.97	Overdrive sevice
1597	ENVIRO-CLEAN, INC.	2622	320214	4,972.00	Janitorial expense
900201	GE MONEY BANK/AMAZON	002-7123689-8787429	320215	26.62	Programing supplies
3144	HENSCHEL HAUS PUBLIS	HH020316	320216	46.75	Materials purchases
200	JAN WAY COMPANY USA, INC	120644	320217	216.95	Cheesehead program expense - Donated funds
900226	KAPCO	1287949	320218	1,022.98	Technical Service supplies
900376	MARTENS TRILLING TRU	B673692	320220	8.98	Building maintenance supplies
900376	MARTENS TRILLING TRU	B675124	320220	4.94	Building maintenance supplies
12374	MBM	IN70611	320221	280.70	Copier useage expense
3174	MC CARTHY, PATRICIA	24273000200934	320222	18.00	Patron refund
2441	MEAD PUBLIC LIBRARY	262016-1	320223	500.00	To pay MPL Foundation for Cheesehead expenses paid by Foundation with MPL Friends donation received.
900181	MENARDS	91845	320224	8.74	Building maintenance supplies
900181	MENARDS	92429	320224	81.53	Building maintenance supplies
900181	MENARDS	92349	320224	90.71	Building maintenance supplies
900181	MENARDS	92902	320224	21.98	Building maintenance supplies

Vendor	Name	Invoice	Check #	Invoice Amt	Description
900057	MENZER, KARIN	735206	320225	145.00	To reimburse expenses for Model Airplane program
231	MIDWEST TAPE	93618225	320226	14.99	Materials purchases
231	MIDWEST TAPE	93642921	320226	219.94	Materials purchases
231	MIDWEST TAPE	93616508	320226	1,029.21	Materials purchases
900048	OPEN SENSE SOLUTIONS	16020101	320227	10,097.23	Groovix Public Access Computing software service contract - IT expense
3173	PEACOCK, KAREN	253380	320228	14.95	Patron refund
2265	RESEARCH TECHNOLOGY	195568	320229	39.75	Technical Service supplies
983	ROTARY CLUB OF SHEB	2994	320230	180.00	Professional Fees - Garrett Erickson
444	SCHOLASTIC, INC.	11460088	320231	152.10	Materials purchases
1499	SHEBOYGAN COUNTY HISTORICAL RES	SIX PROGRAMS-NEH GRANT	320232	2,400.00	(6) NEH Grant Programs for 2016
3094	SHEBOYGAN CTY HISTORICAL SOCIETY	NEH GRANT 2016	320234	1,327.87	NEH Grant - Commuinty Curated Exhibit Program
900118	SHEBOYGAN WATER UTIL	10/2/2015 - 1/5/2015	320235	480.88	Water Utility expense
2364	SHRED-IT USA, LLC	9409150342	320236	65.55	Janitorial expense
20008	SPECIAL OPERATIONS D	15000	320237	2,568.00	Library security expense
491	STAPLES ADVANTAGE	8037648122	320238	55.34	Office supplies
900260	UNIQUE MANAGEMENT	419904	320239	519.10	Fines & Fees collection service
3124	WADE HOUSE HISTORIC SITE	NEH GRANT 2016	320240	2,550.30	NEH Grant - Restoring Past Exhibit
1710	WELLS FARGO FINANCIA	5002806066		726.19	Copier/Printer monthly lease payment
900044	WI PUBLIC SERVICE CO	12/20/2015 - 1/20/20	320241	2,742.16	Gas Utility expense
527	WORLD CHAMBER OF	2482	320242	60.00	Materials purchases
2716	BAKER & TAYLOR, LLC	2031665809	320459	1,732.84	Materials purchases
2716	BAKER & TAYLOR, LLC	B542257DM	320459	22,503.60	Annual billing for DVD Lease Plan January 2016 - December 2016
2716	BAKER & TAYLOR, LLC	3020777288	320459	139.45	Materials purchases
2716	BAKER & TAYLOR, LLC	3020789842	320459	118.37	Materials purchases
2716	BAKER & TAYLOR, LLC	2031617120	320459	71.47	Materials purchases
2716	BAKER & TAYLOR, LLC	3020815059	320459	28.53	Materials purchases
2716	BAKER & TAYLOR, LLC	3020815060	320459	44.24	Materials purchases
2716	BAKER & TAYLOR, LLC	5013961743	320459	695.34	Materials purchases
2716	BAKER & TAYLOR, LLC	2031642029	320459	1,540.85	Materials purchases
2716	BAKER & TAYLOR, LLC	2031615849	320459	5,221.89	Materials purchases
2716	BAKER & TAYLOR, LLC	2031691284	320459	1,322.66	Materials purchases
2716	BAKER & TAYLOR, LLC	2031691216	320459	1,251.29	Materials purchases
3200	CDWG	BXN3117	320460	33.03	IT supplies
3200	CDWG	BXS1828	320460	102.44	IT supplies
3200	CDWG	CBC8369	320460	216.16	IT supplies
3200	CDWG	BZQ8149	320460	18.20	IT supplies
4081	DAUN'S PROFESSIONAL	84124	320461	530.00	Snow removal

Vendor	Name	Invoice	Check #	Invoice Amt	Description
900235	EASTERN SHORES LIBRA	02/2016/920	320462	3,636.87	Zinio Platform Cost - Subscription Cost
154	ELLA'S DELA DELI	021216MEAD	320463	430.13	Staff In-Service Lunch
3196	HEBERT, CASSIE	WATERCOLOR PROGRAM	320464	75.00	Program expense
1251	HENKE, ANGELIKA	3/9/2016 PROGRAM	320465	250.00	Program expense
900164	JOHNSON CONTROLS INC	1-28989261347	320467	1,493.50	Maintenance service contract
3197	LANDGRAF, DIONNE	WATERCOLOR PROGRAM	320468	75.00	Program expense
900181	MENARDS	93384	320469	9.80	Maintenance repair
900181	MENARDS	93616	320469	43.92	Maintenance repair
231	MIDWEST TAPE	93667430	320471	294.93	Materials purchases
231	MIDWEST TAPE	93656606	320471	1,193.04	Materials purchases
231	MIDWEST TAPE	393639726	320471	1,090.90	Materials purchases
1483	MOONWISE HERBS LLC	3/5/2016 PROGRAM	320472	250.00	Program expense
900124	MORNINGSTAR	3/17/16-3/17/16 SUBS	320473	3,332.00	Subscription renewal (Investment Research)
900035	O & W COMMUNICATIONS	35562	320474	284.12	Telephone repair
454	PIGGLY WIGGLY	8205	320475	68.89	Staff In-Service Lunch
3176	RESSMEYER, GEORGIA	16300	320476	10.76	Patron Refund
491	STAPLES ADVANTAGE	8037956922	320477	237.11	Office supplies
900301	STATE BAR OF WISCONS	1010595	320478	73.40	Materials purchases
3195	WARREN, JUSTIN B.	245254	320479	11.04	Patron refund



Wisconsin Department of Public Instruction
PUBLIC LIBRARY ANNUAL REPORT
 PI-2401 (Rev. 10-15)

S. 43.05(4) & 43.58(6)

FOR THE YEAR 2015

INSTRUCTIONS: Complete and return two (2) original signed copies of the form and attachments to your system headquarters.

Board-approved, signed annual reports for 2015 are due to the DPI Division for Libraries and Technology no later than February 29, 2016.

I. GENERAL INFORMATION

1. Name of Library Mead Public Library		2. Public Library System Eastern Shores Library System			
3a. Head Librarian First Name Garrett	3b. Head Librarian Last Name Erickson	4a. Certification Grade Gr I	4b. Certification Type Regular		5. Certification Expiration Date 07/31/2018
6a. Street Address 710 N. 8th St.	6b. Mailing Address or PO Box 710 N. 8th St.	7. City / Village / Town Sheboygan	8a. ZIP 53081	8b. ZIP4 4563	9. County Sheboygan
10. Library Phone Number (920)459-3400	11. Fax Number (920)459-0204	12. Library E-mail Address of Director garrett.erickson@meadpl.org			
13. Library Website URL www.meadpubliclibrary.org		14. No. of Branches 0	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 0	
17. Does your library operate a books-by-mail program? No	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No				
19a. Winter Hours Open per Week 64	19b. Number of Winter Weeks 38	19c. Summer Hours Open per Week 50	19d. Number of Summer Weeks 14		
20. Square Footage of Public Library 88,000	21. Did your library or a branch move to a new facility or expand an existing facility during the fiscal year? No		22. DUNS Number <i>Nine digits</i> 179196944		

II. LIBRARY COLLECTION

	a. Number Owned / Leased	b. Number Added
1. Books in Print <i>Non-periodical printed publications</i>	240,510	12,252
2. Electronic Books <i>E-books</i>	138,223	
3. Audio Materials	15,521	1,158
4. Electronic Audio Materials <i>Downloadable</i>	35,121	
5. Video Materials	23,156	3,474
6. Electronic Video Materials <i>Downloadable</i>	1,059	
7. Other Materials Owned <i>Describe</i> 5	1,181	
8. Databases Locally Owned or Leased	1	
9. Total Databases <i>Local, regional, and state</i>	52	
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>	437	

III. LIBRARY SERVICES

1. Circulation Transactions				2. Interlibrary Loans				
a. Total Circulation		b. Children's Materials		a. Items Loaned <i>Provided to</i>		b. Items Received <i>Received from</i>		
604,841		211,980		89,232		49,261		
3. Number of Registered Users			4. Reference Transactions		5. Library Visits			
a. Resident	b. Nonresident	c. TOTAL	a. Method	b. Annual Count	a. Method	b. Annual Count		
34,151	10,261	44,412	Actual Count	26,527	Actual Count	316,162		
6. Uses of Public Internet Computers		7. Uses of Public Wireless Internet		8a. Number of Licensed Database Sessions		8b. No. of Locally-Created, Non-commercial Database Sessions		
a. Method	b. Annual Count	a. Method	b. Annual Count					
Actual Count	64,801	Router Count	12,679	50,309		1		
9. Uses of Electronic Materials by Users of Your Library								
a. E-Books	b. E-Audio	c. E-Video	d. Total Uses of Electronic Materials			e. Uses of Children's Electronic Materials		
34,793	13,532	305	48,630			2,312		
10. Programs and Program Attendance Annual Count							11. Number of Public Use Computers	
	a. Children (0-11)	b. Young Adult (12-18)	c. Other (all ages)	d. TOTAL			a. Total	b. Internet Access
Number of Programs	470	62	240	772			84	80
Total Attendance	13,151	1,790	4,392	19,333				

IV. LIBRARY GOVERNANCE

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	Street Address	City	ZIP+4	Email Address
PRESIDENT					
1. Maeve	Quinn	310 St. Clair Avenue	Sheboygan	53081	maeve.quinn@meadpubliclibrary.org
2. Dolcye	Johnson	1306 North 3rd Street	Sheboygan	53081	dolcyerod@earthlink.net
3. Vacant	Vacant	Vacant	Vacant	Vacant	Vacant
4. Henry	Nelson	1926 Settlement Trail	Sheboygan	53081	henry.nelson@meadpubliclibrary.org
5. Nancy	Mannchen	1708 Barrett Street	Sheboygan	53081	munchwink2@aol.com
6. David	Hoffman	504 Lincoln Avenue	Sheboygan	53081	bidmanager@harborcentre.com
7. Christine	Campe	714 Spring Avenue	Sheboygan	53083	ccampe@sheboygan.k12.wi.us
8. Vacant	Vacant	Vacant	Vacant	Vacant	Vacant
9. Dirk	Zylman	W910 Garton Rd	Sheboygan	53083	zylmandj@hotmail.com
10. Kathie	Norman	3217 North Sixth Street	Sheboygan	53083	knorman@charter.net
11.					
12.					

No. of Library Board Members
 Include vacancies in this count
 10

V. LIBRARY OPERATING REVENUE
Report operating revenue only. Do not report capital receipts here.

1. Local Municipal Appropriations for Library Service *Only Joint libraries report more than one municipality here*

Municipality Type	Name	Amount
City	Sheboygan	\$2,305,741
Subtotal 1		\$2,305,741

2. County

a. Home County Appropriation for Library Service

Subtotal 2a **\$538,888**

b. Other County Payments for Library Services

County Name	Amount	County Name	Amount
Ozaukee	\$9,230		
Manitowoc	\$40,729		
Calumet	\$514		
Fond du Lac	\$986		
Washington	\$55		
Subtotal 2b			\$51,514

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
	\$0		
b. Funds Carried Forward from Previous Year		c. Other State Funded Program	
Subtotal 3			\$0

4. Federal Funds *Name of program—for LSTA grant awards, grant number and project title*

Program or Project	Amount	
14-253 Sheboygan Early Literacy Initiative	\$5,865	
15-128 Digital Creation Lab	\$10,600	
Subtotal 4		\$16,465

5. Contract Income *From other governmental units, libraries, agencies, library systems, etc.*

Name	Amount	Name	Amount
Resource library	\$53,114		
Subtotal 5			\$53,114

6. Funds Carried Forward <i>Do not include state aid. Report state funds in 3b above.</i>	7. All Other Operating Income	8. Total Operating Income <i>Add 1 through 7</i>	9. What is the 2016 annual appropriation provided by your governing body/bodies for your public library?	10. Was your library's municipality exempt from the county library tax for 2015? <i>Wis. Stat. s. 43.64(2)</i>
\$574,913	\$311,009	\$3,851,644	\$2,305,741	Yes

X. STAFF

1. Personnel Listing. Libraries with 15 or fewer employees may report all staff under 1a. Libraries with more than 15 employees, list head librarian, chief assistants, branch librarians, division heads, and other supervisory personnel in 1a. and all other positions in 1b.

a. Employees Holding the Title of Librarian. Indicate advanced degrees in Type of Staff.

Position	Type of Staff	Annual Salary	Hours Worked per Week	Position	Type of Staff	Annual Salary	Hours Worked per Week
Director / Head Librarian	MLS (ALA)	\$87,000	40.00	Librarian	MLS (ALA)	\$310,384	340.00
Adult Service Manager	MLS (ALA)	\$66,706	40.00	Librarian	Libm. no-MLS	\$56,493	40.00
IT Specialist	Other	\$65,145	40.00				
Circ/TS Manager	Other	\$73,549	40.00				
PR Specialist	Other	\$60,008	40.00				
Business Manager	Other	\$55,484	40.00				
Page Supervisor	Other	\$58,074	40.00				
Maintenance Supervisor	Other	\$55,390	40.00				

b. Other Paid Staff See instructions

Position	Type of Staff	Total Annual Wages	Hours Worked per Week	Position	Type of Staff	Total Annual Wages	Hours Worked per Week
Librarian Assistant	MLS (ALA)	\$13,208	20.00				
Librarian Assistant	Other	\$421,153	140.00				
Pages	Other	\$141,610	348.00				
Administrative Assistant	Other	\$34,728	40.00				
Maintenance Technician	Other	\$36,962	40.00				

2. Library Staff Full-Time Equivalents (FTEs). Divide the total hours worked per week for each category by 40 to determine full-time equivalents.

a. Persons Holding the Title of Librarian

Master's Degree from an ALA Accredited Program (FTE)

8.00

Other Persons Holding the Title of Librarian (FTE)

1.00

Subtotal 2a

9.00

b. All Other Paid Staff (FTE) Include maintenance, plant operations, and security

23.20

c. Total Library Staff (FTE)

32.20

8.00	1.00	9.00	23.20	32.20
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XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS

1. Of the total circulation reported for your library from Section III, item 1, what was the total circulation to nonresidents *See instructions for definition of nonresident*
 163,079

Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.	a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living in Your County	33,040	111,542	144,582
3. Circulation to Nonresidents Living in Another County in Your System	3,242	2,408	5,650
4. Circulation to Nonresidents Living in an Adjacent County Not in Your System	2,346	10,501	12,847
5. Circulation to All Other Wisconsin Residents 418	6. Circulation to Persons from Out of the State 834		

7. Are the answers to items 1 through 6 based on actual count or survey/sample? Actual	8a. Does your library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)? No	8b. If yes, do you allow residents in adjacent systems to purchase library cards? No
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9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library

Name of County	Circulation	Name of County	Circulation
a. Calumet	273	f.	
b. Fond du Lac	456	g.	
c. Manitowoc	9,722	h.	
d. Washington	50	i.	
e.		j.	

XII. TECHNOLOGY

1. Does your library provide wireless Internet access for patrons' mobile devices? Yes	2. What type of Internet connection do you have? <i>Mark all that apply</i> <input checked="" type="checkbox"/> a. State TEACH line <input checked="" type="checkbox"/> b. Other broadband connection Local cable, telco, community network, etc.	3. Does your library use any type of Internet filtering software or service? <input type="checkbox"/> a. Yes, on all Internet workstations <input checked="" type="checkbox"/> b. Yes, on some Internet workstations <input type="checkbox"/> c. No filtering on any Internet workstation
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XIII. YOUTH SERVICES

1. Literacy Offerings <i>Umbrella events that include programs and/or drop-in activities planned for a limited duration which specifically encourage individuals involved to read or build literacy skills in a focused way.</i>		a. Children (0-11)	b. Young Adult (12-18)	c. Other (all ages)	d. TOTAL
	Number of Summer Literacy Offerings	98	33	39	170
	Total Unduplicated Individuals Involved	1,428			1,428
	Number of Other Literacy Offerings	372	29	201	602
	Total Unduplicated Individuals Involved				
2. Drop-in Activities Planned, <i>independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.</i>		a. Children (0-11)	b. Young Adult (12-18)	c. Other (all ages)	d. TOTAL
	Number of Drop-in Activities	88	59		147
	Total Drop-in Activity Participation	1,353	1,218		2,571

3. Name and email address of primary staff person who serves as the children, youth, or teen librarian. *Only the primary is displayed here.*

a. First Name Melissa	b. Last Name Prentice	c. Email Address melissa.prentice@meadpl.org
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XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in *Wis. Stats.* A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and county library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6]
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in your public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's electronic database only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

XV. CERTIFICATION

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature ➤	Name of President <i>Print or type</i>	Date Signed
Library Director / Head Librarian Signature ➤	Name of Director / Head Librarian <i>Print or type</i>	Date Signed

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement with the appropriate wording indicated (that the library system either did or did not provide effective leadership and adequately meet the needs of the library) must be approved by the library board. The decision about whether the library system did or did not provide effective leadership and adequately meet the needs of the library should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.*

County Sheboygan

The Mead Public Library Board of Trustees hereby states that in 2015, the Eastern Shores Library System
Name of Public Library Name of Public Library System / Service

Indicate with an X one of the following two statements.

- Did provide effective leadership and adequately meet the needs of the library.
- Did not provide effective leadership and adequately meet the needs of the library.

Explanation of library board's response. *Attach additional sheets if necessary.*

* The statement *may* be sent directly to Wisconsin Department of Public Instruction, ATTN: Jamie McCanless, Division for Libraries and Technology, P.O. Box 7841, Madison, WI 53707-7841. This page need not be forwarded to your library system.

CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to your public library system.

President, Library Board of Trustees Signature	Name of President <i>Print or type</i>	Date Signed
➤		

COMMENTS

SECTION_III**7a. Method for Counting Wireless Internet Uses**

The count was done by Eastern Shores Library System's IT Department and provided to Mead Public Library--2016-02-10

7b. Wireless Internet Uses

Please note that this total only represents January & February 2016. Once Paul left ESLS the data was gone and is being worked on to recreate or restart the process.--2016-02-10

SECTION_IV**Mr/Ms**

Board Member was not replaced before December 31, 2016 must be appointed by City of Sheboygan Mayor.--2016-02-10

First Name

Was not replaced by Mayor City Appointment by December 31, 2016. Member has been replaced in February 2016.--2016-02-10

SECTION_VI**b. Electronic Materials**

This figure has been combined in Page 4 - VI - #3 (a)--2016-02-10

c. Audiovisual Materials

This figure has been combined with Page 4 #3(a)--2016-02-10

Mead Public Library Personnel Cost Metric

Payroll Period Ending March 2016

Description	Amount	# of Payroll Periods		Per Payroll Period
2016 Budget appropriation for wages (less page wages)	\$ 1,580,954.00	÷	26	\$ 60,805.92
Total Budget appropriation per payroll period	\$ 60,805.92	x	4	\$ 243,223.69
Budget appropriation per payroll period through payroll #4	\$ 243,223.69			
Actual payroll expense through payroll #4	\$ 235,003.61			
Difference in budget to date vs. payroll to date				
(-) under budget /+over budget	(\$8,220.08)			Under Budget

Month to Month Comparison

February 2016 - Under Budget

(\$8,220.08)

Mead Public Library Personnel Cost Metric

Payroll Period Ending February 2016

Description	Amount	# of Payroll Periods		Per Payroll Period
2015 Budget appropriation for wages (less page wages)	\$ 1,580,954.00	÷	26	\$ 60,805.92
Total Budget appropriation per payroll period	\$ 60,805.92	x	4	\$ 243,223.69
Budget appropriation per payroll period through payroll #4	\$ 243,223.69			
Actual payroll expense through payroll #4	\$ 235,003.61			
Difference in budget to date vs. payroll to date				
(-) under budget /+over budget	(\$8,220.08)			Under Budget

Month to Month Comparison

February 2016 - Under Budget

(\$8,220.08)

MEAD PUBLIC LIBRARY - 2016 FINANCIAL REPORT - Administrative Services 25551100

February 2016

Account Balances as of:

March 10, 2022

4:41 PM

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		241,506.00	24,343.28	217,162.72	10.08
	SUB TOTAL		241,506.00	24,343.28	217,162.72	10.08
510310	FICA		14,974.00	1,454.27	13,519.73	9.71
510311	MEDICARE		3,502.00	340.10	3,161.90	9.71
510320	WI RETIREMENT FUND		16,423.00	1,596.75	14,826.25	9.72
510340	HEALTH INSURANCE	0.00	52,877.00	4,371.90	48,505.10	8.27
510341	RETIREE HEALTH INS		4,000.00	492.69	3,507.31	12.32
510350	DENTAL INSURANCE		4,397.00	437.24	3,959.76	9.94
510351	UNFUNDED PENSION LIABILITY		29,650.00	0.00	29,650.00	0.00
510360	LIFE INSURANCE		666.00	38.77	627.23	5.82
510400	WORKERS COMP		125.00	0.00	125.00	0.00
510410	UNEMPLOYMENT		2,000.00	0.00	2,000.00	0.00
	SUB TOTAL	0.00	128,614.00	8,731.72	119,882.28	6.79
521100	BANKING FEES		1,150.00	112.98	1,037.02	9.82
521110	FINANCIAL SERVICE FEES	0.00	1,750.00	0.00	1,750.00	0.00
521400	ADVERTISING & MARKETING	0.00	9,400.00	0.00	9,400.00	0.00
521420	DUPLICATION SERVICES	0.00	6,200.00	716.19	5,483.81	11.55
521510	BILLING FEES	0.00	5,000.00	519.10	4,480.90	10.38
523110	OFFICE EQUIPMENT MAINT.	0.00	4,200.00	0.00	4,200.00	0.00
	SUB TOTAL	0.00	27,700.00	1,348.27	26,351.73	4.87
525155	PROFESSIONAL DEVELOPMENT		2,500.00	180.00		7.20
527100	STAFF PARKING - CAR ALLOWANCE		12,500.00	9,931.48	2,568.52	
527110	TRAVEL	0.00	2,000.00	0.00	2,000.00	0.00
	SUB TOTAL	0.00	17,000.00	10,111.48	6,888.52	59.48
530100	OFFICE SUPPLIES	0.00	9,200.00	1,053.14	8,146.86	11.45
	SUB TOTAL	0.00	9,200.00	1,053.14	8,146.86	11.45
538001	DONATION PURCHASES	987.00	2,000.00	1,310.85	-297.85	114.89
538001-10096	DONATION PURCHASES	0.00	0.00		0.00	
538001-10097	DONATION PURCHASES	0.00	0.00	370.00	-370.00	
538001-10099	DONATION PURCHASES	0.00	0.00	216.95	-216.95	
539999	MISC EXP (LATE FEES)	0.00	100.00	0.00	100.00	0.00
	SUB TOTAL	987.00	2,100.00	1,897.80	-784.80	137.37
540215	GEN PUB OFFICIAL	0.00	8,500.00		8,500.00	0.00
	SUB TOTAL	0.00	8,500.00	0.00	8,500.00	0.00
590255	PARKING ASSESSMENT	0.00	3,000.00	0.00	3,000.00	0.00
	SUB TOTAL	201 0.00	3,000.00	0.00	3,000.00	
810101	FUND EQUITY	0.00	0.00	0.00	0.00	
810111	SALARY & FRINGE TRUST RESERV	0.00	0.00	0.00	0.00	
ADMINISTRATIVE COST CENTER TOTAL		987.00	437,620.00	47,485.69	389,147.31	11.08

MEAD PUBLIC LIBRARY - 2016 FINANCIAL REPORT - Public Services 25551110

Account Balances as of: March 10, 2022

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		734,346.00	87,626.38	646,719.62	11.93
	SUB TOTAL		734,346.00	87,626.38	646,719.62	11.93
510310	FICA	0.00	45,530.00	5,298.19	40,231.81	11.64
510311	MEDICARE		10,649.00	1,239.09	9,409.91	11.64
510320	WI RETIREMENT FUND	0.00	45,428.00	5,449.05	39,978.95	11.99
510340	HEALTH INSURANCE		120,149.00	13,504.35	106,644.65	11.24
510350	DENTAL INSURANCE		11,562.00	1,554.50	10,007.50	13.44
510360	LIFE INSURANCE		1,569.00	107.06	1,461.94	6.82
510400	WORKERS COMP	0.00	360.00	0.00	360.00	0.00
	SUB TOTAL	0.00	235,247.00	27,152.24	208,094.76	11.54
521800	PROGRAM SERVICES		5,000.00	957.73	4,042.27	19.15
523110	OFFICE EQUIPMENT MAINT.	0.00	3,800.00	0.00	3,800.00	0.00
525155	PROFESSIONAL SERVICES		3,000.00	0.00	3,000.00	0.00
530205	DISPLAYS		1,100.00	0.00	1,100.00	0.00
538001	DONATION PURCHASES	0.00	38,000.00	2,136.76	35,863.24	5.62
538001-10098	DONATION PURCHASES		0.00	519.11	-519.11	
538001-10099	DONATION PURCHASES	0.00	0.00	165.00	-165.00	
	SUB TOTAL	0.00	50,900.00	3,778.60	47,121.40	7.42
538002	MATERIALS - ALL CATAGORIES	1,077.15	364,234.00	45,792.73	317,364.12	12.57
538100	OTHER CONTENT	1,970.00	61,500.00	7,155.84	52,374.16	11.64
	SUB TOTAL	3,047.15	425,734.00	52,948.57	369,738.28	12.44
538000	TOTAL MATRL'S ACCTS	2(3,047.15	476,634.00	56,727.17	416,859.68	19.86
	PUBLIC SERVICE COST CENTER TOTAL	3,047.15	1,446,227.00	171,505.79	1,271,674.06	43.34

MEAD PUBLIC LIBRARY - 2016 FINANCIAL REPORT - Support Services 25551150

Account Balances as of:

March 10, 2022

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		605,102.00	65,866.12	539,235.88	10.89
	SUB TOTAL		605,102.00	65,866.12	539,235.88	10.89
510310	FICA	0.00	37,517.00	4,008.55	33,508.45	10.68
510311	MEDICARE		8,774.00	937.57	7,836.43	10.69
510320	WI RETIREMENT FUND	0.00	33,941.00	3,864.24	30,076.76	11.39
510340	HEALTH INSURANCE		97,822.00	9,049.65	88,772.35	9.25
510350	DENTAL INSURANCE		6,243.00	821.74	5,421.26	13.16
510360	LIFE INSURANCE		1,557.00	83.99	1,473.01	5.39
510400	WORKERS COMP		274.00	0.00	274.00	0.00
	SUB TOTAL	0.00	186,128.00	18,765.74	167,362.26	10.08
521700	SECURITY SERVICES (FIRE ALARM- SECURITY GUARDS)	2,644.00	20,000.00	4,509.00	12,847.00	22.55
	SUB TOTAL	2,644.00	20,000.00	4,509.00	12,847.00	22.55
523110	OFFICE EQUIPMENT MAINTENANCE	0.00	3,000.00	296.58	2,703.42	9.89
523122	SOFTWARE MAINTENANCE	0.00	30,000.00	10,097.23	19,902.77	33.66
524110	BUILDING EXTERIOR MAINT	0.00	20,000.00	1,422.26	18,577.74	7.11
524124	HVAC MAINT & BOILER INS	0.00	9,000.00	1,493.50	7,506.50	16.59
524126	ELEVATOR MAINTENANCE	0.00	8,500.00	0.00	8,500.00	0.00
	SUB TOTAL	0.00	70,500.00	13,309.57	57,190.43	18.88
524135	JANITORIAL SUPPLIES/SERVICES	0.00	62,500.00	5,037.55	57,462.45	8.06
	SUB TOTAL	0.00	62,500.00	5,037.55	57,462.45	8.06
525100	ELECTRICITY	0.00	92,000.00	5,888.69	86,111.31	6.40
525105	WATER	0.00	1,419.00	246.79	1,172.21	17.39
525110	SEWER	0.00	1,300.00	234.09	1,065.91	18.01
525120	TELEPHONE	0.00	7,000.00	446.38	6,553.62	6.38
525140	GAS - UTILITY	0.00	29,000.00	2,742.16	26,257.84	9.46
	SUB TOTAL	0.00	130,719.00	9,558.11	121,160.89	7.31
530135	SHIPPING	0.00	9,000.00	469.37	8,530.63	5.22
530200	PROG SUPP (CAT & CIRC SUPPLIES)	751.82	28,500.00	5,875.17	21,873.01	23.25
530210	OPERATING SUPPLIES	0.00	1,500.00	29.80	1,470.20	1.99
530222	JANITORIAL SUPPLIES		8,000.00	204.87	7,795.13	2.56
530210	OPPERATING SUPPLIES (MENDING)	0.00		0.00	0.00	
	SUB TOTAL	751.82	47,000.00	6,579.21	39,668.97	15.60
530255	TOOLS & SMALL EQUIPMENT	0.00	150.00	0.00	150.00	0.00
	SUB TOTAL	0.00	150.00	0.00	150.00	0.00
540200	INSURANCE (FIRE)	0.00	8,400.00	604.80	7,795.20	7.20
	SUB TOTAL	0.00	8,400.00	604.80	7,795.20	7.20
642200	IT EQUIPMENT	0.00	19,500.00	1,081.83	18,418.17	5.55
	SUB TOTAL	0.00	19,500.00	1,081.83	18,418.17	5.55
SUPPORT SERVICES COST CENTER TOTAL		3,395.82	1,149,999.00	125,311.93	1,021,291.25	
LIBRARY TOTAL		7,429.97	3,033,846.00	344,303.41	2,682,112.62	11.35

MEAD PUBLIC LIBRARY - 2016 FINANCIAL REPORT Version7

GENERAL OPERATIONS 255 FUND

Summary of Expenditures and Revenues

Account Balances as of: March 10, 2022

APPROPRIATIONS AND EXPENDITURES BY COST CENTER

CC	DESCRIPTION	ENCMB 15	APPROP 15	SPENT 15	BALANCE 15	% SPENT
25551100	ADMINISTRATION	987.00	437,620.00	47,485.69	389,147.31	11.08
25551110	PUBLIC SERVICES	3,047.15	1,446,227.00	171,505.79	1,271,674.06	43.34
25551150	SUPPORT SERVICES	3,395.82	1,149,999.00	125,311.93	1,021,291.25	0.00
	FUND EQUITY INCREASE					
	Total All Cost Centers	7,429.97	3,033,846.00	344,303.41	2,682,112.62	11.35

REVENUES APPROPRIATIONS AND RECEIPTS

ACCT	DESCRIPTION	APPROP 15	RECEIVED 15	BALANCE 15	% REC
411100	REAL ESTATE TAXES	2,305,741.00	2,305,741.00	0.00	100.00
431709	ESLS SHEBOYGAN COUNTY	517,119.00	53,114.00	-464,005.00	10.27
431710	ESLS OZAUKEE COUNTY	8,290.00	0.00	-8,290.00	0.00
431711	ESLS BACK UP REF	51,100.00	0.00	-51,100.00	0.00
431712	ADJ COUNTY RMBRSMNT	41,896.00	0.00	-41,896.00	0.00
431722	ESLS LSTA GRANT	4,000.00	0.00	-4,000.00	0.00
447606	PHOTOCOPIES	10,000.00	1,245.94	-8,754.06	12.46
447626	DISCARDED BOOK SALES	4,000.00	1.00	-3,999.00	0.03
	LATE BOOK CHARGES	50,000.00	6,641.07	-43,358.93	13.28
447641	LOST BOOKS	1,000.00	1,213.16	213.16	121.32
447699	MISCELLANEOUS	200.00	0.00	-200.00	0.00
449901	VENDING COMMISSIONS	500.00	0.00	-500.00	0.00
467101	CONTRIBUTIONS	40,000.00	11,190.02	-28,809.98	27.98
469101	SALE OF EQUIPMENT	0.00	924.98	924.98	
469501	CASH OVER/SHORT	0.00	0.00	0.00	100.00
468116	E-RATE DISCOUNT	0.00		0.00	
469950	PRIOR YEAR ADJUST	0.00		0.00	
46999	OTHER MISCELLANEOUS REVENUE	0.00		0.00	100.00
492101	INTER TRANSFER-GENERAL FUND	0.00		0.00	
810101	FUND EQUITY	0.00		0.00	
	Total Revenues	3,033,846.00	2,380,071.17	-653,774.83	78.45

MEAD PUBLIC LIBRARY BALANCE OF 2016 COMBINED ACCOUNTS

Account Balances as of:

March 10, 2022

	DESCRIPTION		APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		1,580,954.00	177,835.78	1,403,118.22	11.25
510310	FICA		98,021.00	10,761.01	87,259.99	10.98
510311	MEDICARE		22,925.00	2,516.76	20,408.24	10.98
510320	WI RETIREMENT FUND		95,792.00	10,910.04	84,881.96	11.39
510340	HEALTH INSURANCE		270,848.00	26,925.90	243,922.10	9.94
510341	RETIREE HEALTH INS		4,000.00	492.69	3,507.31	12.32
510350	DENTAL INSURANCE		22,202.00	2,813.48	19,388.52	12.67
510351	UNFUNDED PENSION LIABILITY		29,650.00	0.00	29,650.00	0.00
510360	LIFE INSURANCE		3,792.00	229.82	3,562.18	6.06
510400	WORKERS COMP		759.00	0.00	759.00	0.00
510410	UNEMPLOYMENT		2,000.00	0.00	2,000.00	
521100	BANKING FEES		1,150.00	112.98	1,037.02	9.82
521110	FINANCIAL SERVICES FEES		1,750.00	0.00	1,750.00	0.00
521400	ADVERTISING & MARKETING		9,400.00	0.00	9,400.00	0.00
521420	DUPLICATING SERVICES		6,200.00	716.19	5,483.81	11.55
521510	BILLING SERVICES		5,000.00	519.10	4,480.90	10.38
521700	SECURITY SERVICES		20,000.00	4,509.00	12,229.00	22.55
521800	PROGRAM SERVICES		5,000.00	957.73	4,042.27	19.15
523110	OFFICE EQUIPMENT MAINTENANCE		11,000.00	296.58	10,703.42	2.70
523122	SOFTWARE MAINTENANCE		30,000.00	10,097.23	19,902.77	33.66
524110	BUILDING EXT MAINT		20,000.00	1,422.26	18,577.74	7.11
524124	HVAC MAINT + BOILER INS		9,000.00	1,493.50	7,506.50	16.59
524126	ELEVATOR MAINTENANCE		8,500.00	0.00	8,500.00	0.00
524135	JANITORIAL SUPPLIES/SERVICES		62,500.00	5,037.55	57,462.45	8.06
525100	ELECTRICITY		92,000.00	5,888.69	86,111.31	6.40
525105	WATER		1,419.00	246.79	1,172.21	17.39
525110	SEWER		1,300.00	234.09	1,065.91	18.01
525120	TELEPHONE		7,000.00	446.38	6,553.62	6.38
525140	GAS - UTILITY		29,000.00	2,742.16	26,257.84	9.46
525155	PROFESSIONAL DEVELOPMENT		5,500.00	180.00	5,320.00	3.27
527100	STAFF PARKING - CAR ALLOWANCE		12,500.00	9,931.48	2,568.52	79.45
527110	TRAVEL		2,000.00	0.00	2,000.00	0.00
530100	OFFICE SUPPLIES	0.00	9,200.00	1,053.14	8,146.86	11.45
530200	PROG SUPP (CAT & CIRC SUPPLIES)		28,500.00	5,875.17	22,624.83	20.61
530205	DISPLAYS		1,100.00	0.00	1,100.00	0.00
530210	OPPERATING SUPPLIES (MENDING)		0.00	0.00	0.00	
530222	JANITORIAL SUPPLIES/SERVICES		8,000.00	204.87	7,795.13	2.56
530255	TOOLS & SMALL EQUIPMENT		150.00	0.00	150.00	0.00
538001	DONATION PURCHASES		40,000.00	4,501.72	-297.85	11.25
538002	ADULT PRINT		364,234.00	45,792.73	317,364.12	12.57
538099	SHIPPING		9,000.00	469.37	8,530.63	5.22
538100	OTHER CONTENT		61,500.00	7,155.84	54,344.16	11.64
539999	MISC EXP (LATE FEES)		100.00	0.00	100.00	0.00
540200	INSURANCE (FIRE)		8,400.00	604.80	7,795.20	7.20
540215	GEN PUB OFFICIAL		8,500.00	0.00	8,500.00	0.00
590255	PARKING (SPECIAL) ASSESSMENT		3,000.00	0.00	3,000.00	0.00
642200	IT EQUIPMENT		19,500.00	1,081.83	18,418.17	5.55
949999	FUND EQUITY INCREASE		0.00	0.00	0.00	
810101	FUND EQUITY	0.00	0.00	0.00	0.00	
810111	SALARY & FRINGE TRUST RESERVE	0.00	0.00	0.00	0.00	
	TOTAL MEAD PUBLIC LIBRARY EX	7,429.97	3,032,346.00	344,056.66	2,680,859.37	11.35

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT - Administrative Services 25551100

December 2015

Account Balances as of:

March 10, 2022

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

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT - Public Services 25551110

Account Balances as of:

March 10, 2022

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		742,573.00	744,600.30	-2,027.30	100.27
	SUB TOTAL		742,573.00	744,600.30	-2,027.30	100.27
510310	FICA	0.00	46,040.00	44,547.48	1,492.52	96.76
510311	MEDICARE		10,767.00	10,418.15	348.85	96.76
510320	WI RETIREMENT FUND	0.00	51,980.00	46,426.04	5,553.96	89.32
510340	HEALTH INSURANCE		149,540.00	109,252.20	40,287.80	73.06
510350	DENTAL INSURANCE		12,828.00	8,239.94	4,588.06	64.23
510360	LIFE INSURANCE		1,731.00	1,240.93	490.07	71.69
510400	WORKERS COMP		350.00	350.04	-0.04	100.01
	SUB TOTAL	0.00	273,236.00	220,474.78	52,761.22	80.69
523110	OFFICE EQUIPMENT MAINT.	0.00	4,400.00	262.11	4,137.89	5.96
530135	SHIPPING	0.00	874.00	250.00	624.00	28.60
530205	DISPLAYS	0.00	1,100.00	372.35	727.65	33.85
	SUB TOTAL	0.00	6,374.00	884.46	5,489.54	13.88
		2015 Enc.				
538001	ADULT PRINT	0.00	273,980.00	273,403.73	576.27	99.79
538001-10087	SHEBOYGAN READS	0.00	0.00		0.00	
538003-10095	YOUNG PEOPLE'S BOOKS	0.00	70,750.00	62,589.57	8,160.43	88.47
538004	JUVENILE PRINT	0.00	463.61		463.61	0.00
	SUB TOTAL	0.00	345,193.61	335,993.30	9,200.31	97.33
538301	PERD'LS & MICROFILM	0.00	18,100.00	17,159.88	940.12	94.81
	SUB TOTAL		18,100.00	17,159.88	940.12	94.81
		2015 Enc				
538000	TOTAL MATRL'S ACCTS	0.00	363,293.61	353,153.18	10,140.43	97.21
	PUBLIC SERVICE COST CENTER TOTAL	0.00	1,385,476.61	1,319,112.72	66,363.89	95.21

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT - Support Services 25551150

Account Balances as of:

March 10, 2022

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		438,565.00	415,234.19	23,330.81	94.68
510130	TEMP SALARIES - REG		159,424.00	141,610.13	17,813.87	88.83
510140	INTERDEPARTMENT LABOR - REG				0.00	
	SUB TOTAL		597,989.00	556,844.32	41,144.68	93.12
510310	FICA	0.00	37,076.00	32,748.67	4,327.33	88.33
510311	MEDICARE		8,671.00	7,660.16	1,010.84	88.34
510320	WI RETIREMENT FUND	0.00	35,138.00	30,647.07	4,490.93	87.22
510340	HEALTH INSURANCE		93,765.00	72,477.36	21,287.64	77.30
510350	DENTAL INSURANCE		5,160.00	4,930.44	229.56	95.55
510360	LIFE INSURANCE		2,001.00	1,181.02	819.98	59.02
510400	WORKERS COMP		278.00	278.04	-0.04	100.01
	SUB TOTAL	0.00	182,089.00	149,922.76	32,166.24	82.33
	SECURITY SERVICES (FIRE ALARM-					
521700	SECURITY GUARDS)	0.00	16,400.00	14,002.11	2,397.89	85.38
521800	PROGRAM SERVICES		33,000.00	28,869.99	4,130.01	87.48
	SUB TOTAL	0.00	49,400.00	42,872.10	6,527.90	86.79
		2015 Enc.				
521900	CONTRACTED SVCS	0.00	65,715.00	65,501.06	213.94	99.67
	SUB TOTAL	0.00	65,715.00	65,501.06	213.94	99.67
522130	HEAVY EQUIPT MAINT (JOHNSON CN	0.00	6,000.00	4,636.80	1,363.20	77.28
523110	OFFICE EQUIPMENT MAINTENANCE	0.00	3,400.00	2,935.22	464.78	86.33
524110	BUILDING EXTERIOR MAINT	0.00	19,600.00	17,125.43	2,474.57	87.37
524124	HVAC MAINT & BOILER INS	0.00	2,500.00	319.49	2,180.51	12.78
524126	ELEVATOR MAINTENANCE	0.00	9,200.00	9,169.12	30.88	99.66
	SUB TOTAL	0.00	40,700.00	34,186.06	6,513.94	84.00
524130	CUSTODIAL SUPPLIES (LIGHT BULBS	0.00	3,100.00	2,545.72	554.28	82.12
524135	JANITORIAL SUPPLIES	0.00	7,100.00	6,321.12	778.88	89.03
	SUB TOTAL	0.00	10,200.00	8,866.84	1,333.16	86.93
525100	ELECTRICITY	0.00	94,000.00	91,786.94	2,213.06	97.65
525105	WATER	0.00	1,400.00	1,204.58	195.42	86.04
525110	SEWER	0.00	1,450.00	1,362.45	87.55	93.96
525120	TELEPHONE	0.00	9,000.00	6,271.39	2,728.61	69.68
525140	GAS - UTILITY	0.00	26,000.00	17,183.42	8,816.58	66.09
	SUB TOTAL	0.00	131,850.00	117,808.78	14,041.22	89.35
530100	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	
530135	SHIPPING	0.00	1,100.00	552.79	547.21	50.25
530200	PROG SUPP (CAT & CIRC SUPPLIES)	0.00	28,500.00	25,786.94	2,713.06	90.48
530210	OPPERATING SUPPLIES (MENDING)	0.00	1,500.00	1,040.46	459.54	69.36
	SUB TOTAL	0.00	31,100.00	27,380.19	3,719.81	88.04
530255	TOOLS & SMALL EQUIPMENT	0.00	150.00	117.99	32.01	78.66
	SUB TOTAL	0.00	150.00	117.99	32.01	78.66
530500	FIRE FIGHTING SUPPLIES	0.00	300.00	135.05	164.95	45.02
540200	INSURANCE (FIRE)	0.00	7,500.00	9,491.35	-1,991.35	126.55
	SUB TOTAL	0.00	7,800.00	9,626.40	-1,826.40	123.42
641600	MECHANICAL EQUIPMENT	0.00	73,640.00	73,640.00	0.00	100.00
642200	IT EQUIPMENT	6,080.00	25,700.00	20,240.35	-620.35	102.41
	SUB TOTAL	6,080.00	99,340.00		-620.35	
	SUPPORT SERVICES COST CENTER TOTAL	6,080.00	1,216,333.00	1,107,006.85	103,246.15	91.51
	LIBRARY TOTAL	6,380.00	3,365,172.44	3,102,555.61	256,236.83	92.20

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT Version7

GENERAL OPERATIONS 255 FUND

Summary of Expenditures and Revenues

Account Balances as of:

March 10, 2022

APPROPRIATIONS AND EXPENDITURES BY COST CENTER

CC	DESCRIPTION	ENCMB 15	APPROP 15	SPENT 15	BALANCE 15	% SPENT
25551100	ADMINISTRATION	300.00	763,362.83	676,436.04	86,626.79	88.65
25551110	PUBLIC SERVICES	0.00	1,385,476.61	1,319,112.72	66,363.89	95.21
25551150	SUPPORT SERVICES	6,080.00	1,216,333.00	1,107,006.85	103,246.15	91.51
	FUND EQUITY INCREASE					
	Total All Cost Centers	6,380.00	3,365,172.44	3,102,555.61	256,236.83	92.20

REVENUES APPROPRIATIONS AND RECEIPTS

ACCT	DESCRIPTION	APPROP 15	RECEIVED 15	BALANCE 15	% REC
411100	REAL ESTATE TAXES	2,305,741.00	2,305,741.00	0.00	100.00
431709	ESLS SHEBOYGAN COUNTY	533,093.00	538,888.00	5,795.00	101.09
431710	ESLS OZAUKEE COUNTY	9,230.00	9,230.00	0.00	100.00
431711	ESLS BACK UP REF	52,854.00	53,114.00	260.00	100.49
431712	ADJ COUNTY RMBRSMNT	42,285.00	42,288.30	3.30	100.01
431722	ESLS LSTA GRANT	4,000.00	16,465.13	12,465.13	411.63
447606	PHOTOCOPIES	9,000.00	12,450.26	3,450.26	138.34
447626	DISCARDED BOOK SALES	900.00	4,208.25	3,308.25	467.58
447636	LATE BOOK CHARGES	58,000.00	49,244.79	-8,755.21	84.90
447641	LOST BOOKS	5,500.00	3,327.91	-2,172.09	60.51
447699	MISCELLANEOUS	500.00	84.05	-415.95	16.81
449901	VENDING COMMISSIONS	650.00	653.33	3.33	100.51
461101	INTEREST	0.00	0.00	0.00	
462105	BOOK RENTALS	8,000.00	411.20	-7,588.80	5.14
467101	CONTRIBUTIONS	68,001.00	234,979.52	166,978.52	345.55
469501	CASH OVER/SHORT	0.00	-341.19	-341.19	100.00
469101	SALE OF EQUIPMENT	0.00	0.00	0.00	
468116	E-RATE DISCOUNT	0.00	0.00	0.00	
469950	PRIOR YEAR ADJUST	0.00	0.00	0.00	
46999	OTHER MISCELLANEOUS REVENUE	0.00	5,986.75	5,986.75	100.00
492101	INTER TRANSFER-GENERAL FUND	0.00	119,546.00	-119,546.00	
810101	FUND EQUITY	0.00	0.00	0.00	
811850	INTERFUND EXP-EVERHARD FORRER	153,505.00		-153,505.00	0.00
	Total Revenues	3,251,259.00	3,396,277.30	-94,073.70	104.46

MEAD PUBLIC LIBRARY BALANCE OF 2015 COMBINED ACCOUNTS

Account Balances as of:

March 10, 2022

	DESCRIPTION		APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		1,448,532.00	1,394,283.79	54,248.21	96.25
510130	TEMP SALARIES - REG		159,424.00	141,610.13	17,813.87	88.83
510140	INTERDEPARTMENT LABOR - REG		0.00	0.00	0.00	
510310	FICA		100,625.00	91,142.13	9,482.87	90.58
510311	MEDICARE		23,533.00	21,316.34	2,216.66	90.58
510320	WI RETIREMENT FUND		106,886.00	92,837.70	14,048.30	86.86
510340	HEALTH INSURANCE		296,638.00	224,096.28	72,541.72	75.55
510341	RETIREE HEALTH INS		10,673.00	4,440.82	6,232.18	41.61
510350	DENTAL INSURANCE		21,412.00	15,052.81	6,359.19	70.30
510351	UNFUNDED PENSION LIABILITY		29,650.00	29,649.96	0.04	100.00
510360	LIFE INSURANCE		4,932.00	3,021.48	1,910.52	61.26
510400	WORKERS COMP		760.00	760.08	-0.08	100.01
510410	UNEMPLOYMENT		5,000.00	7,039.10	-2,039.10	
521100	BANKING FEES		1,000.00	1,364.82	-364.82	136.48
521110	FINANCIAL SERVICES FEES		1,800.00	2,435.03	-635.03	135.28
521400	ADVERTISING & MARKETING		10,000.00	3,715.25	6,284.75	37.15
521420	DUPLICATING SERVICES		6,100.00	6,257.47	-157.47	102.58
521510	BILLING SERVICES		5,200.00	3,837.15	1,362.85	73.79
521700	SECURITY SERVICES		16,400.00	14,002.11	-864.11	85.38
521800	PROGRAM SERVICES		33,000.00	28,869.99	4,130.01	87.48
521800-10094	PROGRAM SERVICES		990.16	646.57	343.59	65.30
521900	CONTRACT SVCS		79,365.00	79,386.96	-21.96	100.03
522130	HEAVY EQUIPT MAINT (JOHNSON CNTRLS)		6,000.00	4,636.80	1,363.20	77.28
523110	OFFICE EQUIPMENT MAINTENANCE		12,700.00	5,593.11	7,106.89	44.04
524110	BUILDING EXT MAINT		19,600.00	17,125.43	2,474.57	87.37
524124	HVAC MAINT + BOILER INS		2,500.00	319.49	2,180.51	12.78
524126	ELEVATOR MAINTENANCE		9,200.00	9,169.12	30.88	99.66
524130	CUSTODIAL SUPPLIES (LIGHT BULBS)		3,100.00	2,545.72	554.28	82.12
524135	JANITORIAL SUPPLIES		7,100.00	6,321.12	778.88	89.03
525100	ELECTRICITY		94,000.00	91,786.94	2,213.06	97.65
525105	WATER		1,400.00	1,204.58	195.42	86.04
525110	SEWER		1,450.00	1,362.45	87.55	93.96
525120	TELEPHONE		9,000.00	6,271.39	2,728.61	69.68
525140	GAS - UTILITY		26,000.00	17,183.42	8,816.58	66.09
527100	STAFF PARKING - CAR ALLOWANCE		15,000.00	11,069.70	3,930.30	73.80
527110	TRAVEL		1,800.00	1,887.67	-87.67	104.87
530100	OFFICE SUPPLIES	0.00	8,600.00	8,393.98	206.02	97.60
530115	COMPUTER PAPER	0.00	6,650.00	580.11	6,069.89	8.72
530130	POSTAGE & DELIVERY		7,800.00	7,607.55	192.45	97.53
530135	SHIPPING		2,144.00	896.74	1,247.26	41.83
530200	PROG SUPP (CAT & CIRC SUPPLIES)		28,500.00	25,786.94	2,713.06	90.48
530205	DISPLAYS		1,240.00	665.98	574.02	53.71
530210	OPPERATING SUPPLIES (MENDING)		1,500.00	1,040.46	459.54	69.36
530255	TOOLS & SMALL EQUIPMENT		150.00	117.99	32.01	78.66
530500	FIRE FIGHTING SUPPLIES		300.00	135.05	164.95	45.02
538001	ADULT PRINT		273,980.00	273,403.73	576.27	99.79
538001	DONATION PURCHASES		68,000.00	69,734.78	-2,034.78	102.55
538003-10095	YOUNG PEOPLE'S BOOKS		70,750.00	62,589.57	8,160.43	88.47
538001-10096	DONATION PURCHASES		14,207.24	13,028.44	1,178.80	91.70
538001-10097	DONATION PURCHASES		2,500.00	1,619.40	880.60	64.78
538004	JUVENILE PRINT		463.61	0.00	463.61	0.00
538007	PROFESSIONAL		160.00	0.00	160.00	0.00
538009	BOOK RENTALS		0.00	0.00	0.00	
538099	SHIPPING		0.00	0.00	0.00	
538100	ADULT DIGITAL (E-CONTENT)		0.00	0.00	0.00	
538106	JUVENILE DIGITAL		0.00	0.00	0.00	
538301	PERD'LS & MICROFILM		18,100.00	17,159.88	940.12	94.81
539999	MISC EXP (LATE FEES)		100.00	126.84	-26.84	126.84
540200	INSURANCE (FIRE)		7,500.00	9,491.35	-1,991.35	126.55
540215	GEN Pub Official		3,800.00	0.00	3,800.00	0.00
590255	PARKING ASSESSMENT		3,000.00	1,353.89	1,646.11	45.13
621200	10089 BUILDING IMPROVEMENTS		0.00	0.00	0.00	
641600	MECHANICAL EQUIPMENT	0.00	73640.00	73640.00	0.00	1.00
642100-10094	OFFICE EQUIPMENT		0.00	0.00	0.00	
642200	IT EQUIPMENT		25,700.00	20,240.35	5,459.65	78.76

642200-10094	PROGRAMMING		1,205.39	1,205.39	0.00	100.00
642400-10094	AUDIO VISUAL EQUIPMENT		286.93	286.93	0.00	100.00
642500-10094	OFFICE FURNITURE/FURNISHINGS		8,120.11	7,490.11	630.00	92.24
649100-10094	OTHER EQUIPMENT		12,500.00	10,211.91	2,288.09	81.70
949999	FUND EQUITY INCREASE		0.00	0.00	0.00	
810101	FUND EQUITY	0.00	0.00	0.00	0.00	
810111	SALARY & FRINGE TRUST RESERVE	0.00	0.00	0.00	0.00	
811850	INTERFUND EXP - EVERHARD FORRER		153,505.00	153,505.33	-0.33	
	2015 Enc.				0.00	
	6,380.00		3,365,172.44	3,102,555.61	256,236.83	92.20

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT

EVERHARD/FORRER 85051100 FUND

Summary of Expenditures and Revenues

Account Balances as of:

March 10, 2022

85051100 APPROPRIATIONS AND EXPENDITURES

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

REVENUES APPROPRIATIONS AND RECEIPTS

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

Mead Public Library

CIP Request for 2017 - 2021

Department	Project	Fund	Estimated Total Project	Debt/Levy	Comments
Mead	Phase 3 Boiler Replacement	General	\$ 285,000.00	\$ 285,000.00	To complete phase III of the HVAC upgrades - 30- year old boiler replacement(s).
Mead	RFID System	General	\$ 250,000.00	\$ 250,000.00	Security of Collection System & Efficiency in Circulation
Mead	Emergency Generator - Replacement	General	\$ 25,000.00	\$ 25,000.00	To upgrade the emergency generator that has been at the library since it was built. The current generator doesn't always start and parts are obsolete for repairs.
Mead	Carpet Replacement	General	Waiting for Estimate to arrive	\$ -	Carpet is getting very worn and is a potential safety hazard for injuries for the public & staff.
Mead	Brick Side Walk Replacement	General	\$ 29,000.00	\$ 29,000.00	Bricks are broken & worn and is a potential safety hazard for injuries to the public & staff
Mead	Bollard Replacement & Clock Tower Repair	General	\$ 6,835.00	\$ 6,835.00	Current bollards are not working
Mead	Phone System Replacement	General	\$ 20,021.70	\$ 20,021.70	Update outdated phone system
Mead	Lobby Grates & Floor Tile	General	Waiting for Estimate to arrive	\$ -	Broken tiles and grates are a safety hazard to patrons and staff. Possible suggestions use bricks and sell them for donor recognition.
Mead	Replace all 7 ft. Shelving with 5 ft. Shelving	General	Waiting for Estimate to arrive	\$ 100,000.00	It is safer to shelve and reach a 5ft. Shelf vs. the 7 ft. shelving.
Mead	Up Grade to Internal Security System	General	Waiting for Estimate to arrive		To increase safety measures for Staff
	Total			\$ 715,856.70	

"SAMPLE"

DETAIL OF PROJECT DESCRIPTION GOES ON THIS REQUEST FORM
CAPITAL IMPROVEMENT REQUESTS
2017

PROJECT SUMMARY

Project:
Department:
Manager:

COST ALLOCATION 2016

Total Estimated Cost:	\$285,000
GO Debt/Levy:	\$285,000
TIF Borrowing:	
Federal:	
State:	
Other:	
Past Project Balance:	

PROJECT DESCRIPTION

This is the third and final phase in updating the HVAC system of Mead Public Library. The first phase completed in 2011 used library reserve funds to upgrade the air handling plant. Phase 2 replacing the obsolete chiller has been requested previously as a City Capital Improvement project. This Phase 3 would replace the two boilers installed in 1974 with modern energy efficient boilers.

2016 REQUESTS

FUNDING USES	2014	2015	2016	2017	2018
Studies & Required Plans			\$15,000	\$270,000	
Construction					
Land Acquisition					
Equipment					
TOTAL	\$0	\$0	\$15,000	\$270,000	\$0

PROJECT NEED

Mead Public Library was built in 1974 when energy costs were low. The two Kewanee boilers installed back then are reaching forty years in service. They have been reliable but are not as efficient as modern designs. Replacing them with contemporary smaller energy efficient boilers with digital controlling would save energy and future maintenance costs. Besides energy savings there may be Energy Star rebates to help with the costs of the project.

Preliminary 2017 Budget Schedule

April, 2016	Committee submits to the Common Council established budget goals and objectives for 2017 budget process and beyond
April, 2016	City Administrator communicates to department heads goals and objectives for 2017 budget submittals and beyond
May, 2016	Departmental budget submittals and reviews
July 11, 2016	2017 General Fund Budget summary to Finance Committee
July 18, 2016	2017 Preliminary Budget submitted to Council
August, 2016	Standing Committees review department budgets and report Committee recommendations to the Common Council on August 15, 2016
August 22, 2016	Finance Committee review reports of Standing Committees on departmental budgets
September 6, 2016	Proposed Budget submitted to Council
October 14, 2016	Publication of Notice of Public Hearing on 2017 Proposed Budget
October 17, 2016	Report of Fund Balance and G O Bonded Debt to the Common Council
November 7, 2016	Public Hearing on 2017 Proposed Budget and Council discussion on the status of departmental budgets
November 14, 2016	Finance Committee final review of 2017 Budget
November 21, 2016	Council Meeting to adopt the 2017 Budget

2017 Budget:

CPI is at 1:00 %

Employee raises: 1% - 1.5%