

*****ATTACHMENTS*****

Minutes
Mead Public Library
Finance Committee Meeting
Thursday, September 24, 2015
2:45 p.m.

The meeting of the Mead Public Library (MPL) Finance Committee was held on Thursday, September 24, 2015 in the Library Board Room. Present Committee Members: Dirk Zylman presiding; Henry Nelson, Dolcye Johnson, and Maeve Quinn. Staff members present: Garrett Erickson and Debbie DeAmico. Others: Jim Amodeo, City of Sheboygan Chief Administrator. Absent: Darryl Carlson

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 August 27, 2015 meeting. Johnson **moved** to approve the Finance Committee minutes for the August 27, 2015 meeting Quinn **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).

Johnson questioned the interpreter expense and what that was for. Erickson informed the committee that this cost was for a deaf patron for a series program. Being no further questions, Nelson **moved** to recommend to the full Board of Trustees to accept payment of current expenditures, including payroll, recurring expenditures, and special revenues including grants, gifts and donations. Quinn **seconded** the motion. The motion **carried**.

2.2 REVIEW OF METRICS: Zylman went over the new personnel cost metric, and informed the committee that the new reporting format is easier to read and understand. This metric gives a quick reference on where wages stand at the current period.

2.3 RECEIVED 2015 BUDGET STATUS REPORT TO DATE: Zylman & Johnson questioned DeAmico on some of the variances that appears high or low for the time frame being reported. DeAmico gave explanations to the monthly over budget and under budgeted items.

2.4 FUTURE FINANCE COMMITTEE AGENDA ITEMS

Discussion and possible action on MPL Pay Scale Revision

Discuss and plan the reserve fund target for the end of fiscal year - Discussion at October 2015 Finance Committee meeting.

Donor solicitation to pay for capital improvements and building upgrades/repairs

Accounts Payables payments paid on a weekly basis vs. twice a month. Discussion at October 2015 Finance Committee meeting.

2.5 CONFIRM COMMITTEE REPORT TO MEAD PUBLIC LIBRARY BOARD OF TRUSTEES

Zylman confirmed the committee report to MPL Board of Trustees.

3. UPCOMING MEETINGS

3.1 Mead Public Library Finance Committee next meeting October 22, 2015 @ 2:45 pm.

4. ADJOURN

4.1 MOTION TO ADJOURN Johnson **moved** to adjourn the September 24, 2015 Finance Committee meeting; Nelson seconded the motion. The motion **passed**. Zylman concluded the Finance Committee at 3:35 p.m.

Mead Public Library

October 2015 - Accounts Payables

Vendor	Name	Invoice	PO	Invoice Amt
635	ALLDATA LLC	AD100115	250999	\$1,500.00
900104	ALLIANT ENERGY	470255U09302015	251023	\$10,091.52
900009	AT&T	920Z83020009-9/2015		\$136.71
3213	CDW-G	WW40172		\$61.80
3213	CDW-G	XZ34955		\$39.13
3213	CDW-G	WZ64145		\$61.80
3213	CDW-G	ZD48385		\$28.92
3213	CDW-G	ZD48940		\$224.67
3213	CDW-G	ZF03835		\$28.33
3213	CDW-G	WV64840		\$64.56
3213	CDW-G	WL89260		\$54.51
358	DOW THEORY FORECASTS	DTF092315		\$489.00
239	ELDER, KARL	9/24/15 & 10/21/15		\$300.00
239	ELDER, KARL	11/18/2015		\$150.00
1597	ENVIRO-CLEAN, INC.	2598	251000	\$4,972.00
21770	KOHLER, VILLAGE OF	34277500040716		\$30.00
13711	MODERN BUSINESS MACH	IN41001	250985	\$516.00
662	MPS	72443340		\$304.09
2768	SHEBOYGAN VISUAL ART	CHALK IT UP		\$100.00
900118	SHEBOYGAN WATER UTIL	7/1/2015-9/30/2015		\$16.20
1710	WELLS FARGO FINANCIA	5002509658	251018	\$592.82
900202	3M COMPANY	US39385	251035	8,956.00
1418	ART IN A SUITCASE	11/18/2015	250219	185.00
900039	AURORA EMPLOYEE	13299		78.75
2716	BAKER & TAYLOR, LLC	5013809452		329.49
2716	BAKER & TAYLOR, LLC	3020523622		27.41
2716	BAKER & TAYLOR, LLC	3020538937		76.41
2716	BAKER & TAYLOR, LLC	2031105956		272.50
2716	BAKER & TAYLOR, LLC	2031022581	251001	1,986.22
2716	BAKER & TAYLOR, LLC	2031004096	251002	1,848.96
2716	BAKER & TAYLOR, LLC	2031074446	251003	2,303.48
2716	BAKER & TAYLOR, LLC	2031074423	251004	1,353.27
2716	BAKER & TAYLOR, LLC	2031105944	251005	523.61
2716	BAKER & TAYLOR, LLC	3020554374		119.92
2716	BAKER & TAYLOR, LLC	2031137436	251027	588.86
2716	BAKER & TAYLOR, LLC	2031137328	251026	1,871.86
2716	BAKER & TAYLOR, LLC	M527543DM	251037	9,644.40
2716	BAKER & TAYLOR, LLC	5013828971	251043	520.45
2716	BAKER & TAYLOR, LLC	M83009480		124.03
2146	CAVENDISH SQUARE	3016986		177.90
900189	COUNCIL OF STATE GOV	81271		89.10
900081	DEMCO, INC.	5708456	251034	577.00
900081	DEMCO, INC.	5710929		263.20
900081	DEMCO, INC.	5711495	251046	575.77
900081	DEMCO, INC.	5714048		463.14
900235	EASTERN SHORES LIBRA	10/2015/821	251036	1,011.47

Mead Public Library

October 2015 - Accounts Payables

Vendor	Name	Invoice	PO	Invoice Amt
794	FAMILY SERVICE ASSOC	JAMIE MORTENSEN 1505		44.87
2215	FIELDS, MARIA	9001070899		33.95
873	GALE GROUP	2010052099		426.29
900201	GE MONEY BANK/AMAZON	111-7870210-9281844		41.91
900201	GE MONEY BANK/AMAZON	111-7400092-1951457		19.88
2513	HEARTLAND BUSINESS	HB500517221	250977	668.00
2513	HEARTLAND BUSINESS	HB500517220		288.64
16226	INFOGROUP	1434046	251045	936.00
11899	LANGUAGE LINE SERVIC	3666954		14.99
2771	LEISTEKOW, MEGAN	231981		13.59
2727	LIBRARY MARKET	WEBSITE		3,000.00
2670	MARSDEN, CHRISTINE V	SAVE YOUR SEEDS		170.00
900181	MENARDS	ACCT #32470280		18.24
900181	MENARDS	84166		30.13
231	MIDWEST TAPE	93249489	250984	1,375.92
231	MIDWEST TAPE	93274716	251017	799.77
231	MIDWEST TAPE	93285910		154.96
231	MIDWEST TAPE	93299684		133.97
231	MIDWEST TAPE	93303228		2,408.09
231	MIDWEST TAPE	93314303		334.90
231	MIDWEST TAPE	93322371		254.93
2770	MUKAVITZ, HILARIE L.	233756		17.99
900035	O & W COMMUNICATIONS	34685		102.98
900035	O & W COMMUNICATIONS	34679		152.90
900132	PITNEY BOWES CREDIT	4817657-OT15		368.82
900291	PROFESSIONAL SUPPLY	872046`		454.80
900180	PROQUEST LC	61008444	251016	3,360.00
983	ROTARY CLUB OF SHEB	OCT-DEC 2015-2016		180.00
20721	SHEBOYGAN SUN, THE	76025		76.25
2364	SHRED-IT	9407791218		64.02
20008	SPECIAL OPERATIONS D	10004	251041	1,827.00
491	STAPLES ADVANTAGE	8036076047		138.50
491	STAPLES ADVANTAGE	8036166904		145.74
491	STAPLES ADVANTAGE	8036282523		279.60
900103	WAL-MART COMMUNITY	REF#528200203978		93.70
20008	SPECIAL OPERATIONS DETECTIVE AGENCY	10015		1,827.00
2777	NEWER BEGINNINGS	9008613504		27.98
900201	Amazon.com/GE Money	107-4317578-6441834		322.87
2758	Quality Books	189250		22.69
2758	Quality Books	189249		54.51
2716	BAKER & TAYLOR, LLC	3020584210		319.30
2716	BAKER & TAYLOR, LLC	3020584170		33.36
2758	Qaulity Books	189125		1,781.96
2716	BAKER & TAYLOR, LLC	2031202152		3,566.49
2716	BAKER & TAYLOR, LLC	2031202144		540.69
231	MIDWEST TAPE	93326852		2,114.81

Mead Public Library

October 2015 - Accounts Payables

Vendor	Name	Invoice	PO	Invoice Amt
900035	O&W COMMUNICATIONS	34792		303.11
900035	O&W COMMUNICATIONS	34791		80.00

Description of Expense
Move fax machine lines for new copier/printers
Reprogram auto attendant

MPL Visa Credit Card Purchases

9/4/2015 - 10/5/2015

Account #	Amount	Description
25551150-642200	\$ 9.95	Drop Cam Monthly Charge
25551150-524110	\$ 1,095.59	Building Maintenance
25551150-524135	\$ 93.50	Janitorial Supplies
25551100-527110	\$ 290.88	Employment Ads
25551110-538001	\$ 106.67	Materials Purchase
25551100-538001	\$ 1,563.84	Donated Purchases
25551150-642200	\$ 16.99	IT supplies
25551100-538001-10096	\$ 31.81	Donated Purchase project #
25551100-521400	\$ 60.00	ALA - Employment Ad
25551110-538001		
25551100-538001		
25551100-538001		
25551100-538001		
25551100-538001		
25551100-538001		
Total Charges for 9/4/2015 - 10/5/2015	\$ 3,269.23	



October 2015 Statement

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Open Date: 09/04/2015 Closing Date: 10/05/2015

Account: 4798 5100 5054 4762

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

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

New Balance \$3,269.23
Minimum Payment Due \$33.00
Payment Due Date 11/01/2015

Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay up to a \$39.00 Late Fee and your APRs may be increased up to the Penalty APR of 28.99%.

Reward Points

Earned This Statement 3,269
For details, see your rewards summary.

Activity Summary

Previous Balance	+	\$2,111.77
Payments	-	\$2,111.77CR
Other Credits		\$0.00
Purchases	+	\$3,269.23
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$3,269.23
Past Due		\$0.00
Minimum Payment Due		\$33.00
Credit Line		\$7,500.00
Available Credit		\$4,230.77
Days in Billing Period		32



Payment Options:



Mail payment coupon with a check



Pay online at myaccountaccess.com



Pay by phone 1-866-552-8855

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

CPN 001048524

0047985100505447620000033000003269232



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

- to pay by phone
- to change your address

Account Number	4798 5100 5054 4762
Payment Due Date	11/01/2015
New Balance	\$3,269.23
Minimum Payment Due	\$33.00

Amount Enclosed \$ _____

000017531 1 SP 000638373522580 P

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



Cardmember Service

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





CITY OF SHEBOYGAN
GARRETT L ERICKSON (CPN 001048524)

Cardmember Service ☎ 1-866-552-8855

Visa Business Rewards

Rewards Center Activity as of 10/04/2015	
Rewards Center Activity*	0
Rewards Center Balance	36,374

*This item includes points redeemed, expired and adjusted.

Rewards Earned	This Statement	Year to Date
Points Earned on Net Purchases	3,269	19,629
Gas, Restaurants & Telecom Double Points	0	724
Total Earned	3,269	20,353

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

Important Messages

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

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

Pay online the easier way with Visa Checkout and your Visa card. With Visa Checkout you can pay with a single login from any device, guard your data behind multiple layers of security and keep earning the card rewards you love! Enter the online express lane with Visa Checkout.

Transactions

Payments and Other Credits

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
09/28	09/25	0063	PAYMENT THANK YOU	\$2,111.77cr	
TOTAL THIS PERIOD				\$2,111.77cr	

Purchases and Other Debits

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
09/08	09/04	6224	THE HOME DEPOT 4924 KOHLER WI	\$416.12	
09/08	09/04	6216	THE HOME DEPOT 4924 KOHLER WI	\$402.12	
09/08	09/04	2202	PAYPAL *OFFICESUPPLY 866-302-5397 WI	\$93.50	
09/08	09/04	4131	SHEBOYGAN COUNTY CHAMB 920-4579491 WI	\$50.00	
09/09	09/08	5680	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$12.22	
09/09	09/09	8813	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$60.00	
09/09	09/09	4111	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$18.98	
09/10	09/09	1529	NEST LABS 855-469-6378 CA	\$9.95	

Continued on Next Page



CITY OF SHEBOYGAN
GARRETT L ERICKSON (CPN 001048524)

Cardmember Service ☎ 1-866-552-8855

Transactions

Purchases and Other Debits

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
09/10	09/09	6194	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$26.69	_____
09/10	09/09	0730	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$107.45	_____
09/10	09/09	1023	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$32.58	_____
09/10	09/09	9324	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$16.82	_____
09/10	09/09	9272	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$19.63	_____
09/10	09/09	9961	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$103.97	_____
09/10	09/09	9214	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$18.94	_____
09/10	09/09	7330	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$22.97	_____
09/10	09/09	1027	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$9.52	_____
09/10	09/10	5653	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$3.53	_____
09/10	09/10	6121	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$69.16	_____
09/10	09/10	0904	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$16.49	_____
09/10	09/10	3931	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$136.19	_____
09/10	09/10	4390	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$1.38	_____
09/10	09/10	8138	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$5.72	_____
09/10	09/10	7363	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$72.62	_____
09/10	09/10	0554	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$125.31	_____
09/11	09/10	6963	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$52.04	_____
09/11	09/10	9549	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$12.49	_____
09/14	09/13	7839	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$67.95	_____
09/14	09/12	1348	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$81.94	_____
09/15	09/14	4897	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$89.80	_____
09/16	09/15	6628	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$258.94	_____
09/16	09/15	8486	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$15.51	_____
09/16	09/15	0604	SCHOLASTIC INC. KEY 6 573-632-1834 MO	\$18.24	✓ _____
09/17	09/16	3903	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$88.00	_____
09/21	09/18	5806	PAYPAL *SPLASHTOP 402-935-7733 CA	\$16.99	✓ _____
09/29	09/28	4280	LINKEDIN-318*4635393 LINKEDIN.COM CA	\$199.00	✓ _____
09/30	09/29	4411	BESTORQ INC 402-4233077 NE	\$277.35	✓ _____
10/01	09/30	3013	JO-ANN STORE #2280 SHEBOYGAN FLS WI	\$31.81	✓ _____
10/01	09/30	6700	INDEED 203-564-2400 CT	\$26.29	_____
10/01	09/30	0081	FACEBOOK ZPF2N8J5G2 650-6187714 CA	\$17.00	✓ _____
10/05	10/02	0425	AMER LIB ASSOC-IMIS 312-280-4237 IL	\$60.00	_____
10/05	10/02	2020	LAKESHORE LEARNING MAT 310-537-8600 CA	\$88.43	_____
10/05	10/02	5737	INDEED 203-564-2400 CT <i>Employment Ad</i>	\$15.59	✓ _____
TOTAL THIS PERIOD				\$3,269.23	

2015 Totals Year-to-Date	
Total Fees Charged in 2015	\$39.00CR
Total Interest Charged in 2015	\$23.53CR

Company Approval (This area for use by your company)

Signature/Approval: _____ Accounting Code: _____

Monthly Storage Cost \$9.95
Dropcam.com

Amico, Debbie

From: Gort, Dale
Sent: Monday, January 26, 2015 3:19 PM
To: DeAmico, Debbie
Subject: FW: Order Charged

Debbie,

I ordered this camera today using the libraries credit card. Please charge it to my account 25551150 642200.

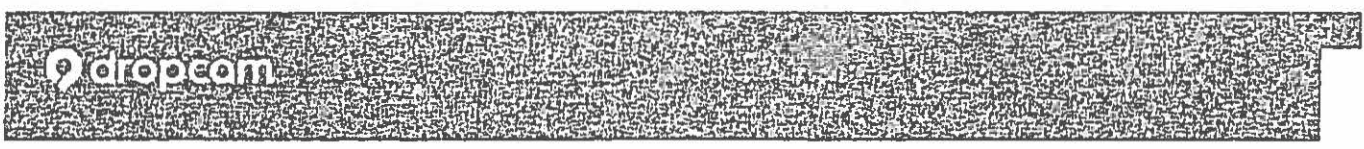
Thanks.

Yeah, the credit card worked!

Dale Gort
Mead Public Library
710 N. 8 St.
Sheboygan, WI 53081
920-459-3400 ext 3415
www.meadpl.org
Note my new email address: Dale.Gort@meadpl.org

"Vivi felice." Live happily.

From: Dropcam [mailto:noreply@dropcam.com]
Sent: Monday, January 26, 2015 3:02 PM
To: Gort, Dale
Subject: Order Charged



An update on your Dropcam order.

Hi Dale,

Your order is now being processed and we have charged your credit card on file.
We'll be sending a shipping confirmation email very soon.

To check on the status of your order, visit:

25551180 524110 MPL VISA



More saving. More doing.™

4025 HIGHWAY 28 KOHLER, WI 53044 (920) 451-0624

4924 00002 58581 09/04/15 01:36 PM CASHIER COLIN - CCJ2735

ORDER ID: 4924-209740 RECALL AMOUNT 416.12

SUBTOTAL 416.12 SALES TAX 0.00 TOTAL \$416.12 AUTH CODE 314073/7020611

P.O.#/JOB NAME: ADMIN 1



THE HOME DEPOT RESERVES THE RIGHT TO LIMIT / DENY RETURNS. PLEASE SEE THE RETURN POLICY SIGN IN STORES FOR DETAILS.

BUY ONLINE PICK-UP IN STORE AVAILABLE NOW ON HOMEDEPOT.COM. CONVENIENT, EASY AND MOST ORDERS READY IN LESS THAN 2 HOURS!

ENTER FOR A CHANCE TO WIN A \$5,000 HOME DEPOT GIFT CARD!

Share Your Opinion With Us! Complete the brief survey about your store visit and enter for a chance to win at:

www.homedepot.com/opinion

COMPARTA SU OPINION EN UNA BREVE ENCUESTA PARA LA OPORTUNIDAD DE GANAR.

User ID: BRGX 122575 117653

Password: 15454 117651

S CUSTOMER INVOICE

Phone: (920) 451-0624 Salesperson: CXM5959 Reviewer:

VALIDATION AREA

disc and services printed below. This becomes an agreement by a Home Depot register validation.

Home Phone (920) 459-3400 Work Phone Company Name Job Description OFFICE SOLAR SHADES 2 County SHEBOYGAN

SALES 4924-209740... FLD # JOB NAME: ADMIN 1

QUOTE is valid for this date:09/04/2015

MERCHANDISE AND SERVICE SUMMARY

We reserve the right to limit the quantities of merchandise sold to customers

Table with columns: S/O SPRNG WNDW FASH BALI, REF # S01, ESTIMATED ARRIVAL DATE: 09/25/2015, DESCRIPTION, PRICE EACH, EXTENSION. Includes items like INTERIOR SOLAR SHADE ROLLER SHADE 16.5 X / ROLLER SHADE 16.5 X 82.5 MOUNT TYPE = INSIDE MOUNT.

FOR MERCHANDISE CHECKOUT

END OF VENDOR DIRECT SHIP



(9801) 0100261850

2555150-524110 MPL VISA



More saving. More doing.®

4025 HIGHWAY 28 KOHLER, WI 53044 (920)451-0624

4924 00002 58673 09/04/15 01:35 PM CASHIER COLIN - CCJ2735

ORDER ID: 4924-209701
RECALL AMOUNT 402.12

SUBTOTAL 402.12
SALES TAX 0.00
TOTAL \$402.12
AUTH CODE 314063/7020610 TA

P.O.#/JOB NAME: ADMIN



4924 02 58673 09/04/2015 9737

THE HOME DEPOT RESERVES THE RIGHT TO LIMIT / DENY RETURNS. PLEASE SEE THE RETURN POLICY SIGN IN STORES FOR DETAILS.

BUY ONLINE PICK-UP IN STORE AVAILABLE NOW ON HOMEDEPOT.COM. CONVENIENT, EASY AND MOST ORDERS READY IN LESS THAN 2 HOURS!

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Share Your Opinion With Us! Complete the brief survey about your store visit and enter for a chance to win at:

www.homedepot.com/opinion

COMPARTA SU OPINION EN UNA BREVE ENCUESTA PARA LA OPORTUNIDAD DE GANAR.

User ID: BRGX 122559 117637

Password: 15454 117635

IS CUSTOMER INVOICE

Phone: (920) 451-0624
Salesperson: HAG0094
Reviewer:

and services printed below. This becomes an endorsement by a Home Depot register validation.

Home Phone (920) 459-3400
Work Phone
Company Name
Job Description OFFICE SOLAR SHADES
53081 County SHEBOYGAN

VALIDATION AREA

SALES
GROSS TOTAL 4924-209701
RECALL AMOUNT
REGISTRATION SUBTOTAL
SUBTOTAL
SALES TAX
TOTAL
VISA
AUTH CODE 314063/7020610
P.O.#/JOB NAME: ADMIN

QUOTE is valid for this date:09/04/2015

MERCHANDISE AND SERVICE SUMMARY

We reserve the right to limit the quantities of merchandise sold to customers

TO: CUSTOMER
S/O SPRNG WNDW FASH REF # S02 ESTIMATED ARRIVAL DATE: 09/25/2015
BALI
DESCRIPTION PRICE EACH EXTENSION
A NA / INTERIOR SOLAR SHADE ROLLER SHADE 50.75 / ROLLER SHADE50.75 X 82.5MOUNT TYPE = INSIDE MOUNT \$252.15 \$252.15
A NA / INTERIOR SOLAR SHADE ROLLER SHADE 16.5 X / ROLLER SHADE16.5 X 82.5MOUNT TYPE = INSIDE MOUNT \$149.97 \$149.97
JEBBIE DEAMICO
CITY: SHEBOYGAN
COUNTY: SHEBOYGAN SALES TAX RATE: 5.000 MERCHANDISE TOTAL: \$402.12
TERNATE PHONE: (920) 459-3400 PAGER:
END OF VENDOR DIRECT SHIP

VOID FOR MERCHANDISE CANCELLED



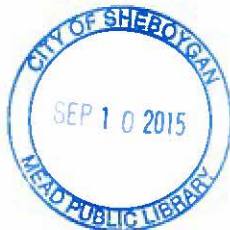
(9801) 0100261849

Receipt for Your Payment to OfficeSupply.com

service@paypal.com

Sent: Friday, September 04, 2015 5:41 PM

To: Eisch, Pete

Sep 4, 2015 15:40:36 PDT
Transaction ID: 1MA09384W62472039

Hello Mead Public Library,

You sent a payment of \$93.50 USD to OfficeSupply.com
(paypal@officesupply.com)

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

MerchantOfficeSupply.com
paypal@officesupply.com
866-302-5397**Instructions to merchant**

You haven't entered any instructions.

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

The seller hasn't provided any shipping details yet.

Description	Unit price	Qty	Amount
Genuine Joe 46oz Liquid Soap Dispenser Item# GJO85133;529359;1 EA;Base;0	\$18.70 USD	5	\$93.50 USD
Subtotal			\$93.50 USD
Total			\$93.50 USD
Payment			\$93.50 USD

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

Invoice ID: 1767990

524135

Issues with this transaction?

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

? Questions? Go to the Help Center at www.paypal.com/help.**Get verified** - Pay from your bank account and you're 100% protected against unauthorized payments sent from your PayPal account. Log in and click the **Get verified** link below your name.Please do not reply to this email. This mailbox is not monitored and you will not receive a response. For assistance, log in to your PayPal account and click **Help** in the top right corner of any PayPal page.

25557100-527110

Kallas, Diane

From: chamber@sheboygan.org
Sent: Friday, September 04, 2015 12:19 PM
To: Kallas, Diane
Subject: Sheboygan County Chamber of Commerce: WORKFORCE DEVELOPMENT EXECUTIVE SUMMIT - SHEBOYGAN COUNTY

Event Registration Submission Confirmation
WORKFORCE DEVELOPMENT EXECUTIVE SUMMIT - SHEBOYGAN COUNTY

Your Event Registration request has been received.

[Add to Calendar](#)

Order Confirmation:

Order Number: e.853.11920.17378

Order Amount: \$50.00

Event Name: WORKFORCE DEVELOPMENT EXECUTIVE SUMMIT - SHEBOYGAN COUNTY

Registrant: Diane Kallas (Mead Public Library)

Payment Type: Credit Card

Purchase Summary			
Fee Name	Description	Quantity	Total Amt
Chamber & SHRM Members	Registrant: [Diane Kallas]	1	25.00
Chamber & SHRM Members	Additional Attendee: [Penny Schwartz]	1	25.00
Total:			50.00 PAID

WORKFORCE DEVELOPMENT EXECUTIVE SUMMIT - SHEBOYGAN COUNTY

2015 Workforce Development Executive Summit

September 22, 2015 / 8:00 a.m. to 12:30 p.m. / Blue Harbor Resort

Facilitator: Kristin Abell of Lakeshore Technical College

Presented by:

The Sheboygan County Chamber of Commerce
with co-hosts Sheboygan Area SHRM and the
Sheboygan County Economic Development Corporation

in collaboration with:

INSPIRE Sheboygan County
 Plymouth School District
 Sheboygan Area School District
 and Lakeshore Technical College

Sheboygan County's Workforce -
The Future is NOW!

9/21/2015

Receipt for Your Payment to Splashtop Inc.

25551150-642200

IT Remote Access

Receipt for Your Payment to Splashtop Inc.

service@paypal.com

Sent: Friday, September 18, 2015 8:21 PM

To: Eisch, Pete



Sep 18, 2015 18:20:29 PDT
Transaction ID: 8G805725LT2024157

Hello Mead Public Library,

You sent a payment of \$16.99 USD to Splashtop Inc.
(splashtopbe.paypal@splashtop.com)



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

Merchant
Splashtop Inc.
splashtopbe.paypal@splashtop.com
408-861-1088

Instructions to merchant
You haven't entered any instructions.

Description	Unit price	Qty	Amount
	\$16.99 USD	1	\$16.99 USD
		Subtotal	\$16.99 USD
		Total	\$16.99 USD
		Payment	\$16.99 USD

Charge will appear on your credit card statement as "PAYPAL *SPLASHTOP*"
Payment sent to splashtopbe.paypal@splashtop.com

Invoice ID: P00326175

Issues with this transaction?

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

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

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

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

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

2555/100 - 521400

Visa
Employment Ad



LinkedIn Corporation
2029 Stierlin Ct, Mountain View, CA
94043 USA

Federal Tax ID: 47-0912023

Billed to:
Garrett Erickson
53081
United States

Date: 9/28/2015
Method: Visa ****4762
Receipt #: 675366323
Invoice #: 3184635393

Item	Description	Rate	Quantity	Price
1	30-day Job Posting IT Support Technician Mead Public Library - Sheboygan, Wisconsin Area Expires October 28, 2015	\$199.00	1	\$199.00
2	Profile Matches For IT Support Technician 24 profile matches + 5 free InMails	-		\$0.00

Subtotal: \$199.00
Sales tax: 0.00% \$0.00
Invoice: \$199.00
Payment: \$199.00
Balance: \$0.00



PURCHASE CONFIRMATION

A confirmation has been sent to your E-Mail address.
 Thank you for your order and trust in **BESTORQ®** Power Transmission Products
Print this Page as your Receipt
 *** NOTICE ***
 If for any reason you (or whoever handles the credit card statement) mistakenly dispute this charge with your credit card company a \$35.00 Processing Fee will be assessed in addition to the original invoice amount.

Order Number: 5S271180703 Order Date: 9/28/2015
 Buyer: GARRETT ERICKSON
 Company: CITY OF SHEBOYGAN
 Bill to address: 828 CENTER AVE. SUITE 205
 Bill to city: SHEBOYGAN
 Bill to state: WI 53081
 Ship to address: 710 N. 8TH ST.
 Ship to city: SHEBOYGAN
 Ship to state: WI 53081
 E-Mail: pete.eisch@meadpl.org
 Shipping Method is Ground
 Day Phone: 9204593400
 Evening Phone:
 Fax:

You have Purchased:				
Qty.	Part Number	WT(#)	\$/Belt	Totals
3	A42or4L440	0.800	\$ 3.2400	\$ 9.72
2	A48or4L500	0.610	\$ 3.6600	\$ 7.32
1	AX62	0.397	\$ 6.9800	\$ 6.98
2	3L340	0.238	\$ 2.4300	\$ 4.86
2	3L370	0.259	\$ 2.6200	\$ 5.24
4	3L180	0.252	\$ 1.4400	\$ 5.76
2	B95or5L980	1.967	\$ 9.2300	\$ 18.46
9	B120	11.178	\$ 11.5400	\$ 103.86
2	B140	2.898	\$ 13.3800	\$ 26.76
3	C132	7.172	\$ 23.5900	\$ 70.77
Weight Total		25.770	Subtotal	\$ 259.73
Shipping & Handling				\$ 17.62
Tax				\$ 0.00
Order Total				\$ 277.35
Return to Homepage				

524110
 VISA CARD

Make it a Meal

2055100-538001-10096

JOANN

fabric and craft stores

4079 HIGHWAY 28

SHEBOYGAN FALLS, WI 53085

920-459-0689

TAX EXEMPT SALE

MCAD PUBLIC LIBRARY,
711 North 8th Street
Sheboygan, WI 53081

(920)459-3400

EMAIL ADDRESS

TAX EXEMPT ID

004000046937604

EXPIRATION DATE

12-30-11

ORIGINATING STORE

2250

DMC PRISM JUMBO CRAFT TH

077540149513

11.99

DMC PRISM JUMBO 6-STRAND

077540127306

11.99

NOTI FLOSS THREAD PACK 1270S -

726465050304

16.99

DMC NEEDLES TAPESTRY SIZ

077540382651

1.49

DMC NEEDLES TAPESTRY SIZ

077540382651

1.49

DMC NEEDLES TAPESTRY SIZ

077540382705

1.49

30% OFF TXN REG ONLY

16152731960332201030

13.81

TOTAL

31.81

VISA

31.81

PURCHASE \$31.81

*****4762 Visa

REF#: 610322 Approved

Tell us about your visit! Get 50% off
Take our survey at www.telljoann.com

GUEST COPY



992280015993167084

TOTAL SAVINGS

13.63

ITEMS 6

09 30-15 04:16:56PM

002280 01 681596

599

Decorate for autumn with our
Floral, foilage & other seasonal items

NOW HIRING Seasonal Team Members
Apply now at Joann.com

2551100-538001

Sept Facebook/Friends
of NFL
Account: 4147602900361
OK via CC



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

Transaction #841140349332903-1559249

Description: Facebook Ads Payment
Account: 4147602900361
Transaction Date: 09/30/2015 5:02am
Total Payment: \$17.00 USD
Method: VISA xxxx xxxx xxxx 4762
Status: Payment Completed

Billing Activity

For advertising services provided from 09/29/2015 to 10/01/2015 11:59am

Ad ID	Ad Name	Details	Amount
6036125225288	Post /meadpl/posts/10153615_74819 to your ad's audience	42 impressions	\$0.24 USD
Total			\$0.24 USD

Billing Activity

For advertising services provided from 09/24/2015 to 09/24/2015 11:59am

Ad ID	Ad Name	Details	Amount
6035953276488	Post /meadpl/posts/10153619_44819 to your ad's audience	77 impressions	\$0.37 USD
6036125225288	Post /meadpl/posts/10153615_74819 to your ad's audience	173 impressions	\$1.08 USD
Total			\$1.45 USD

Billing Activity

For advertising services provided from 09/23/2015 to 10/01/2015 11:59am

Ad ID	Ad Name	Details	Amount
6035953276488	Post /meadpl/posts/10153619_44819 to your ad's audience	257 impressions	\$1.09 USD
6036125225288	Post /meadpl/posts/10153615_74819 to your ad's audience	156 impressions	\$0.97 USD
Total			\$2.06 USD

Billing Activity

For advertising services provided from 09/24/2015 to 09/24/2015 11:59am

Ad ID	Ad Name	Details	Amount
6035953276488	Post /meadpl/posts/10153619_44819 to your ad's audience	245 impressions	\$1.06 USD

DeAmico, Debbie

25551100-521400

From: Erickson, Garrett
Sent: Wednesday, September 30, 2015 1:57 PM
To: DeAmico, Debbie
Subject: FW: LITA Job Site ad

Debbie,

Apparently, this is my "receipt" from ALA. I did go ahead and process the \$60 for advertising the IT position on the credit card.

Garrett

-----Original Message-----

From: Mark Beatty [mailto:mbeatty@ala.org]
Sent: Wednesday, September 30, 2015 1:48 PM
To: Erickson, Garrett
Subject: LITA Job Site ad

Garrett,

We have received your submitted form for a URL link LITA Job Site ad.
Your charge for the URL listing will be \$60.00

You have chosen to pay via credit card. You may reply to me and with the information below via email. Or if you prefer we can exchange the information via a phone call. Just let me know your preference. The credit card information needed is:

Name on Credit Card
Credit Card Type
Credit Card Number
Expiration Date
CVV Number

Your ad will appear on the LITA Job site and our related postings to the LITA Blog, lita-l and later the LITA twitter feed and Facebook page starting Wednesday early afternoon.

I hope everything is going well in Sheboygan.

Best Regards,

Mark

On Sep 28, 2015, at 11:27 AM, Library Information Technology Association (LITA) <webforms@ala.org> wrote:

> Submitted on Monday, September 28, 2015 - 11:27 Submitted by anonymous
> user: [205.213.113.47] Submitted values are:
>

25357100-538001-10096 900201

FW: Your Amazon.com order of American Easel Oak Yazhi... and 43 more items.

Dalhaimer, Kim
Sent: Tuesday, September 08, 2015 12:39 PM
To: Rohde, Kelly
Cc: Gartman, Jeannie

From: auto-confirm@amazon.com [auto-confirm@amazon.com]
Sent: Tuesday, September 08, 2015 12:16 PM
To: Dalhaimer, Kim
Subject: Your Amazon.com order of American Easel Oak Yazhi... and 43 more items.

Total = 448,38
2014 Kohler Foundation Grant
Project ~~XXXXXX~~

Order Confirmation

Hello Kim Dalhaimer,

Thank you for shopping with us. You ordered "American Easel Oak Yazhi..." and 43 other items. We'll send a confirmation when your items ship.

Your purchase has been divided into 3 orders.

Order 1 of 3

Order #104-3411610-5336212



Estimated delivery date:
Wednesday, September 16,
2015 -
Monday, September 21, 2015

Ship to:
Kelly Rohde
Mead Public Library...

Total Before Tax: \$32.58
Estimated Tax: \$0.00
Order Total: \$32.58

Order 2 of 3

Order #104-6148651-9636221

Estimated delivery date:
Tuesday, September 15, 2015 -
Friday, September 18, 2015

Ship to:
Kelly Rohde
Mead Public Library...

Total Before Tax: \$12.22
Estimated Tax: \$0.00

25551100-538001-10096 900201



Dritz 222 5/8-Inch by 20-Yard Stitch Witchery, Regular \$3.99

Quantity: 1 Change Sold by: Amazon.com LLC

Add a gift receipt and see other gift options Tax Exemption Applied. Remove



Sunbeam GCSBBV-395-000 Classic Iron \$14.79

Quantity: 2 Change Sold by: Amazon.com LLC

Add a gift receipt and see other gift options Tax Exemption Applied. Remove



VELCRO Brand - Sticky Back - 15' x 3/4" Tape - Black \$12.45

Quantity: 1 Change Sold by: Amazon.com LLC

Add a gift receipt and see other gift options Tax Exemption Applied. Remove



Self Healing Cutting Mat, Best with Rotary & Exacto Cutter, 24x36, Inches & cm, Odorless (Not From China), Free Extended Warranty Backed By Amazon Guarantee \$67.95

Quantity: 1 Change Sold by: Calibre Art Cutting Mat

Add a gift receipt and see other gift options

Choose a shipping preference:

- Group my items into as few shipments as possible
I want my items faster. Ship items as they become available. (at additional cost)



Place your order

Order Summary

Table with 2 columns: Item description and Price. Includes Items (38), Shipping & handling, Free Shipping, Total before tax, and Estimated tax to be collected.

Order total: \$665.93

Qualifying offers:

- Free Shipping

How are shipping costs calculated?

Handwritten note: 2014 Kohler Foundation Grant Project

Mead Public Library Personnel Cost Metric

Payroll Period Ending September, 2015

Description	Amount		# of Payroll Periods	Per Payroll Period
2015 Budget appropriation for wages (less page wages)	\$ 1,448,532.00	÷	26	\$ 55,712.77
Total Budget appropriation per payroll period	\$ 55,712.77	x	21.3	\$ 1,186,681.98
Budget appropriation per payroll period through payroll #21.3	\$ 1,186,681.98			
Actual payroll expense through payroll #21.3	\$ 1,078,990.48			
Difference in budget to date vs. payroll to date + under budget / (-) over budget	\$ 107,691.50			

Month to Month Comparison

August 2015	\$92,876.69
Sep-15	\$107,691.50

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT - Administrative Services 25551100

October 2015

Account Balances as of:

February 22, 2022

3:42 PM

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		267,394.00	184,431.90	82,962.10	68.97
	SUB TOTAL		267,394.00	184,431.90	82,962.10	68.97
510310	FICA		17,509.00	10,925.14	6,583.86	62.40
510311	MEDICARE		4,095.00	2,554.97	1,540.03	62.39
510320	WI RETIREMENT FUND		19,768.00	12,459.67	7,308.33	63.03
510340	HEALTH INSURANCE	0.00	53,333.00	33,540.32	19,792.68	62.89
510341	RETIREE HEALTH INS		10,673.00	3,619.67	7,053.33	33.91
510350	DENTAL INSURANCE		3,424.00	1,477.60	1,946.40	43.15
510351	UNFUNDED PENSION LIABILITY		29,650.00	22,237.47	7,412.53	75.00
510360	LIFE INSURANCE		1,200.00	456.57	743.43	38.05
510400	WORKERS COMP		132.00	99.00	33.00	75.00
510410	UNEMPLOYMENT		5,000.00	4,126.70	873.30	82.53
	SUB TOTAL	0.00	144,784.00	91,497.11	53,286.89	63.20
	2015 Enc.					
521100	BANKING FEES		1,000.00	1,048.51	-48.51	104.85
521110	FINANCIAL SERVICE FEES	0.00	1,800.00	1,800.00	0.00	100.00
521400	ADVERTISING & MARKETING	3,000.00	10,000.00	2,033.54	4,966.46	50.34
521420	DUPLICATION SERVICES	1,185.64	6,100.00	4,619.41	294.95	95.16
521510	BILLING FEES	0.00	5,200.00	2,432.00	2,768.00	46.77
521800-10094	PROGRAM SERVICES		990.16	646.57	343.59	65.30
521900	CONTRACT SERVICES	0.00	8,650.00	6,931.29	1,718.71	80.13
523110	OFFICE EQUIPMENT MAINT.	0.00	4,900.00	2,395.78	2,504.22	48.89
	SUB TOTAL	4,185.64	38,640.16	21,907.10	12,547.42	67.53
527100	STAFF PARKING - CAR ALLOWANCE		15,000.00	9,952.43	5,047.57	
527110	TRAVEL	0.00	1,800.00	1,330.79	469.21	73.93
	SUB TOTAL	0.00	16,800.00	11,283.22	5,516.78	67.16
530100	OFF SUPPLIES	0.00	8,600.00	6,775.63	1,824.37	78.79
530115	COMPUTER PAPER	0.00	6,650.00		6,650.00	0.00
530130	POSTAGE & DELIVERY	0.00	7,800.00	6,690.26	1,109.74	85.77
530135	SHIPPING	0.00	170.00	491.35	-321.35	289.03
530205	DISPLAYS	0.00	140.00		140.00	0.00
	SUB TOTAL	0.00	23,360.00	13,957.24	9,402.76	59.75
	2015 Enc.					
538001	DONATION PURCHASES	8,138.61	36,000.00	54,159.32	-26,297.93	173.05
538001-10096	DONATION PURCHASES	0.00	14,207.24	11,916.83	2,290.41	83.88
538001-10097	DONATION PURCHASES	410.00	2,500.00	1,110.00	1,390.00	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	8,548.61	52,967.24	67,312.99	-22,894.36	143.22
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	0.00	8,120.11	7,490.11	630.00	92.24
649100-10094	OTHER EQUIPMENT	0.00	12,500.00	4,600.00	7,900.00	36.80
	SUB TOTAL	0.00	25,112.43	14,936.32	10,176.11	
	2015 Enc	12,734.25				
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		12,734.25	577,857.83	405,325.88	159,797.70	72.35

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	587,145.88	155,427.12	79.07
	SUB TOTAL		742,573.00	587,145.88	155,427.12	79.07
510310	FICA	0.00	46,040.00	35,199.58	10,840.42	76.45
510311	MEDICARE		10,767.00	8,232.03	2,534.97	76.46
510320	WI RETIREMENT FUND	0.00	51,980.00	36,702.94	15,277.06	70.61
510340	HEALTH INSURANCE		149,540.00	86,746.45	62,793.55	58.01
510350	DENTAL INSURANCE		12,828.00	6,794.75	6,033.25	52.97
510360	LIFE INSURANCE		1,731.00	919.75	811.25	53.13
510400	WORKERS COMP		350.00	262.53	87.47	75.01
	SUB TOTAL	0.00	273,236.00	174,858.03	98,377.97	64.00
523110	OFFICE EQUIPMENT MAINT.	0.00	4,400.00	0.00	4,400.00	0.00
530135	SHIPPING	0.00	874.00	305.00	569.00	34.90
530205	DISPLAYS	0.00	1,100.00	63.63	1,036.37	5.78
	SUB TOTAL	0.00	6,374.00	368.63	6,005.37	5.78
		2015 Enc.				
538001	ADULT PRINT	47,728.07	273,980.00	161,085.63	65,166.30	58.79
538001-10087	SHEBOYGAN READS	0.00	0.00	0.00	0.00	
538003-10095	YOUNG PEOPLE'S BOOKS	3,662.69	70,750.00	40,602.71	26,484.60	57.39
538004	JUVENILE PRINT	0.00	463.61		463.61	0.00
	SUB TOTAL	51,390.76	345,193.61	201,688.34	92,114.51	58.43
538301	PERD'LS & MICROFILM	0.00	18,100.00	16,812.38	1,287.62	92.89
	SUB TOTAL		18,100.00	16,812.38	1,287.62	92.89
		2015 Enc	51,390.76			
538000	TOTAL MATRL'S ACCTS		363,293.61	218,500.72	93,402.13	60.14
	PUBLIC SERVICE COST CENTER TOTAL	51,390.76	1,385,476.61	980,873.26	353,212.59	74.51

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT - Support Services 25551150

Account Balances as of:

February 22, 2022

ACCT	DESCRIPTION	Y APPROP	APPROX 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		438,565.00	307,412.70	131,152.30	70.10
510130	TEMP SALARIES - REG		159,424.00	111,161.84	48,262.16	69.73
510140	INTERDEPARTMENT LABOR - REG				0.00	
	SUB TOTAL		597,989.00	418,574.54	179,414.46	70.00
510310	FICA	0.00	37,076.00	24,823.70	12,252.30	66.95
510311	MEDICARE		8,671.00	5,806.43	2,864.57	66.96
510320	WI RETIREMENT FUND	0.00	35,138.00	23,793.97	11,344.03	67.72
510340	HEALTH INSURANCE		93,765.00	57,510.01	36,254.99	61.33
510350	DENTAL INSURANCE		5,160.00	4,108.70	1,051.30	79.63
510360	LIFE INSURANCE		2,001.00	883.74	1,117.26	44.16
510400	WORKERS COMP		278.00	208.53	69.47	75.01
	SUB TOTAL	0.00	182,089.00	117,135.08	64,953.92	64.33
	SECURITY SERVICES (FIRE ALARM- SECURITY GUARDS)	1,827.00	16,400.00	8,255.11	6,317.89	50.34
521700	PROGRAM SERVICES		33,000.00	14,861.67	9,182.33	45.04
	SUB TOTAL	10,783.00	49,400.00	23,116.78	15,500.22	46.80
		2015 Enc.				
521900	CONTRACTED SVCS	4,972.00	65,715.00	60,462.90	280.10	92.01
	SUB TOTAL	4,972.00	65,715.00	60,462.90	280.10	92.01
522130	HEAVY EQUIPT MAINT (JOHNSON CT	0.00	6,000.00	2,180.74	3,819.26	36.35
523110	OFFICE EQUIPMENT MAINTENANCE	0.00	3,400.00	687.32	2,712.68	20.22
524110	BUILDING EXTERIOR MAINT	0.00	19,600.00	6,426.33	13,173.67	32.79
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	9,031.12	168.88	98.16
	SUB TOTAL	0.00	40,700.00	18,645.00	22,055.00	45.81
524130	CUSTODIAL SUPPLIES (LIGHT BULBS	0.00	3,100.00	653.99	2,446.01	21.10
524135	JANITORIAL SUPPLIES	0.00	7,100.00	4,003.83	3,096.17	56.39
	SUB TOTAL	0.00	10,200.00	4,657.82	5,542.18	45.66
525100	ELECTRICITY	0.00	94,000.00	71,711.97	22,288.03	76.29
525105	WATER	0.00	1,400.00	788.38	611.62	56.31
525110	SEWER	0.00	1,450.00	777.49	672.51	53.62
525120	TELEPHONE	0.00	9,000.00	3,945.93	5,054.07	43.84
525140	GAS - UTILITY	0.00	26,000.00	13,269.19	12,730.81	51.04
	SUB TOTAL	0.00	131,850.00	90,492.96	41,357.04	68.63
530100	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	
530135	SHIPPING	0.00	1,100.00	319.62	780.38	29.06
530200	PROG SUPP (CAT & CIRC SUPPLIES)	0.00	28,500.00	18,122.58	10,377.42	63.59
530210	OPPERATING SUPPLIES (MENDING)	575.77	1,500.00	880.45	43.78	97.08
	SUB TOTAL	575.77	31,100.00	19,322.65	11,201.58	63.98
530255	TOOLS & SMALL EQUIPMENT	0.00	150.00	98.24	51.76	65.49
	SUB TOTAL	0.00	150.00	98.24	51.76	65.49
530500	FIRE FIGHTING SUPPLIES	0.00	300.00	135.05	164.95	45.02
540200	INSURANCE (FIRE)	0.00	7,500.00	7,231.30	268.70	96.42
	SUB TOTAL	0.00	7,800.00	7,366.35	433.65	94.44
641600	MECHANICAL EQUIPMENT	0.00	73,640.00	73,640.00	0.00	100.00
642200	IT EQUIPMENT	6,748.00	25,700.00	16,712.91	2,239.09	91.29
	SUB TOTAL	6,748.00	99,340.00		2,239.09	
	SUPPORT SERVICES COST CENTER TOTAL	23,078.77	1,216,333.00	850,225.23	343,029.00	71.80
	LIBRARY TOTAL	87,203.78	3,179,667.44	2,236,424.37	856,039.29	70.34

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	12,734.25	577,857.83	405,325.88	159,797.70	72.35
25551110	PUBLIC SERVICES	51,390.76	1,385,476.61	980,873.26	353,212.59	74.51
25551150	SUPPORT SERVICES	23,078.77	1,216,333.00	850,225.23	343,029.00	71.80
	FUND EQUITY INCREASE					
	Total All Cost Centers	87,203.78	3,179,667.44	2,236,424.37	856,039.29	70.34

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	0.00	-4,000.00	0.00
447606	PHOTOCOPIES	9,000.00	10,238.10	1,238.10	113.76
447626	DISCARDED BOOK SALES	900.00	4,207.39	3,307.39	467.49
	LATE BOOK CHARGES	58,000.00	39,723.26	-18,276.74	68.49
447641	LOST BOOKS	5,500.00	2,647.68	-2,852.32	48.14
447699	MISCELLANEOUS	500.00	46.40	-453.60	9.28
449901	VENDING COMMISSIONS	650.00	502.82	-147.18	77.36
461101	INTEREST	0.00	0.00	0.00	
462105	BOOK RENTALS	8,000.00	411.20	-7,588.80	5.14
467101	CONTRIBUTIONS	36,001.00	71,277.48	35,276.48	197.99
469501	CASH OVER/SHORT	0.00	-341.04	-341.04	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	0.00	0.00	
810101	FUND EQUITY	0.00	0.00	0.00	
	Total Revenues	3,065,754.00	3,083,961.34	18,207.34	100.59

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	1,078,990.48	369,541.52	74.49
510130	TEMP SALARIES - REG		159,424.00	111,161.84	48,262.16	69.73
510140	INTERDEPARTMENT LABOR - REG		0.00	0.00	0.00	
510170	SEVERANCE PAY		0.00	0.00	0.00	
510310	FICA		100,625.00	70,948.42	29,676.58	70.51
510311	MEDICARE		23,533.00	16,593.43	6,939.57	70.51
510320	WI RETIREMENT FUND		106,886.00	72,956.58	33,929.42	68.26
510340	HEALTH INSURANCE		296,638.00	177,796.78	118,841.22	59.94
510341	RETIREE HEALTH INS		10,673.00	3,619.67	7,053.33	33.91
510350	DENTAL INSURANCE		21,412.00	12,381.05	9,030.95	57.82
510351	UNFUNDED PENSION LIABILITY		29,650.00	22,237.47	7,412.53	75.00
510360	LIFE INSURANCE		4,932.00	2,260.06	2,671.94	45.82
510400	WORKERS COMP		760.00	570.06	189.94	75.01
510410	UNEMPLOYMENT		5,000.00	4,126.70	873.30	
521100	BANKING FEES		1,000.00	1,048.51	-48.51	104.85
521110	FINANCIAL SERVICES FEES		1,800.00	1,800.00	0.00	100.00
521400	ADVERTISING & MARKETING		10,000.00	2,033.54	7,966.46	20.34
521420	DUPLICATING SERVICES		6,100.00	4,619.41	1,480.59	75.73
521510	BILLING SERVICES		5,200.00	2,432.00	2,768.00	46.77
521700	SECURITY SERVICES		16,400.00	8,255.11	4,882.89	50.34
521800	PROGRAM SERVICES		33,000.00	14,861.67	18,138.33	45.04
521800-10094	PROGRAM SERVICES		990.16	646.57	343.59	65.30
521900	CONTRACT SVCS		74,365.00	67,394.19	6,970.81	90.63
522130	HEAVY EQUIPT MAINT (JOHNSON CNTRLS)		6,000.00	2,180.74	3,819.26	36.35
523110	OFFICE EQUIPMENT MAINTENANCE		12,700.00	3,083.10	9,616.90	24.28
524110	BUILDING EXT MAINT		19,600.00	6,426.33	13,173.67	32.79
524124	HVAC MAINT + BOILER INS		2,500.00	319.49	2,180.51	12.78
524126	ELEVATOR MAINTENANCE		9,200.00	9,031.12	168.88	98.16
524130	CUSTODIAL SUPPLIES (LIGHT BULBS)		3,100.00	653.99	2,446.01	21.10
524135	JANITORIAL SUPPLIES		7,100.00	4,003.83	3,096.17	56.39
525100	ELECTRICITY		94,000.00	71,711.97	22,288.03	76.29
525105	WATER		1,400.00	788.38	611.62	56.31
525110	SEWER		1,450.00	777.49	672.51	53.62
525120	TELEPHONE		9,000.00	3,945.93	5,054.07	43.84
525140	GAS - UTILITY		26,000.00	13,269.19	12,730.81	51.04
527100	STAFF PARKING - CAR ALLOWANCE		15,000.00	9,952.43	5,047.57	66.35
527110	TRAVEL		1,800.00	1,330.79	469.21	73.93
530100	OFFICE SUPPLIES	0.00	8,600.00	6,775.63	1,824.37	78.79
530115	COMPUTER PAPER	0.00	6,650.00		6,650.00	0.00
530130	POSTAGE & DELIVERY		7,800.00	6,690.26	1,109.74	85.77
530135	SHIPPING		2,144.00	1,115.97	1,028.03	52.05
530200	PROG SUPP (CAT & CIRC SUPPLIES)		28,500.00	18,122.58	10,377.42	63.59
530205	DISPLAYS		1,240.00	63.63	1,176.37	5.13
530210	OPPERATING SUPPLIES (MENDING)		1,500.00	880.45	619.55	58.70
530255	TOOLS & SMALL EQUIPMENT		150.00	98.24	51.76	65.49
530500	FIRE FIGHTING SUPPLIES		300.00	135.05	164.95	45.02
538001	ADULT PRINT		273,980.00	161,085.63	65,166.30	58.79
538001	DONATION PURCHASES		36,000.00	54,159.32	-26,297.93	150.44
538003-10095	YOUNG PEOPLE'S BOOKS		70,750.00	40,602.71	26,484.60	57.39
538001-10096	DONATION PURCHASES		14,207.24	11,916.83	2,290.41	83.88
538001-10097	DONATION PURCHASES		2,500.00	1,110.00	1,390.00	44.40
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	16,812.38	1,287.62	92.89
539999	MISC EXP (LATE FEES)		100.00	126.84	-26.84	126.84
540200	INSURANCE (FIRE)		7,500.00	7,231.30	268.70	96.42
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	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	16,712.91	8,987.09	65.03
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	4,600.00	7,900.00	36.80
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	
		87,203.78	3,179,667.44	2,236,424.37	856,039.29	70.34

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	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
 Everhard-Forrer Investment Accounts
 H.C. Denison Company

Funds Transferred as of June 2014 Beginning Balance	Initial Investment \$987,646.26	Balance Transfer from December 30, 2014	March 2015	June 2015	September 2015
Type of Fund	Description of Fund	Dec 31, 2014 Balance	1st Qtr Balance	2 nd Qtr Balance	3 rd Qtr Balance
Mutual Funds	American FDS AMCAP-A (AMCPX)	\$192,144.79	\$196,742.54	\$261,284.49	\$239,287.42
	American FDS BALANCED-A (ABALX)	\$191,370.89	\$192,852.54	\$252,790.48	\$243,818.20
	American Funds Global Balanced-A (GBLAX)	\$181,955.60	\$183,039.27	\$242,574.24	\$230,142.55
	American FDS Short Term Bond-A (ASBAX)	\$184,757.20	\$185,832.77	\$247,769.21	\$247,702.71
Cash Equivalents	500 Bank Insured Deposit	\$246,926.61	\$246,932.70	\$0.20	\$0.20
Total Funds		\$997,155.09	\$1,005,399.82	\$1,004,418.62	\$960,951.08

December 2015	Gains & Losses per Current Quarter
4th Qtr Balance	Unrealized Gain (Loss)
	\$47,142.63
	\$52,447.31
	\$48,186.95
	\$62,945.51
	(\$246,926.41)
\$0.00	(\$36,204.01)

(5) TERMS OF OFFICE, COMPENSATION, OFFICERS, DUTIES.

- (a) Upon the initial establishment of a board under sub. (4) (a) or (b), the members shall be divided as nearly as practicable in 3 equal groups to serve for 2-, 3- and 4-year terms, respectively, following their appointment. Thereafter, terms shall be for 3 years. Vacancies shall be filled for unexpired terms in the same manner as regular appointments are made.
- (b) No compensation shall be paid to the members of a board under sub. (4) (a) or (b) for their services, except as follows:
 - 1. Members may be reimbursed for their actual and necessary expenses incurred in performing their duties if so authorized by the board.
 - 2. Members may receive per diem, mileage and other necessary expenses incurred in performing their duties if so authorized by the board and the county board.
- (c) A majority of the membership of a board under sub. (4) (a) or (b) constitutes a quorum, but any such board may, by resolution, provide that 3 or more members constitute a quorum.
- (d) As soon as practicable after the first appointments, at a date and place fixed by the appointing officer, and annually thereafter within 30 days after the beginning of terms, the members of the board shall organize by the election, from among their number, of a president and such other officers as they deem necessary.
- (e) Section 43.52 (2) applies to consolidated county libraries and county library services.
- (f) A library organized under this section may participate in a public library system subject to s. 43.15.

- (6) GIFTS AND GRANTS.** Any county may receive, by bequest or gift, property for the purpose of establishing a public library for the county and may enter into an agreement to maintain a public library in consideration thereof, and shall be bound to faithfully perform such agreement. In such case the library board appointed under s. 43.57 (4) or, in the absence of a library board, the county board may properly administer the same.

History: 1971 c. 152 s. 25; Stats. 1971 s. 43.57; 1981 c. 282 s. 47; 1985 a. 177 ss. 35 to 41, 51; 1989 a. 286; 1993 a. 241; 1995 a. 354.

43.58 Powers and duties.

- (1) The library board shall have exclusive control of the expenditure of all moneys collected, donated or appropriated for the library fund, and of the purchase of a site and the erection of the library building whenever authorized. The library board also shall have exclusive charge, control and custody of all lands, buildings, money or other property devised, bequeathed, given or granted to, or otherwise acquired or leased by, the municipality for library purposes.
- (2)
 - (a) The library board shall audit and approve all expenditures of the public library and forward the bills or vouchers covering the expenditures, setting forth the name of each claimant or payee, the amount of each expenditure, and the purpose for which it was expended, to the appropriate municipal or county financial officer or, in the case of a school district, the school district clerk. The library board shall include a statement, signed by the library board secretary or other designee of the library board, that the expenditure has been incurred and that the library board has audited and approved the expenditure. The appropriate municipal, county, or school district official shall then pay the bill as others are paid.
 - (b) Notwithstanding par. (a), regular wages or salary or other recurring payments, authorized by the library board and verified by the appropriate library official, may be paid by the appropriate municipal, county, or school district official by the date due or, in the case of salaries, by the regular pay day. The library board shall audit and approve any such payment at its next regular meeting.
- (3) Any person having a claim or demand against the municipality or county growing out of any act or omission of the library board shall file with the library board a written statement thereof. If the claim or demand or any part thereof is disallowed, the claimant may bring an action against the municipality or county.

DeAmico, Debbie

From: Erickson, Garrett
Sent: Tuesday, October 20, 2015 11:50 AM
To: DeAmico, Debbie
Cc: Dirk Zylman
Subject: FW: Library board powers

FYI

From: Adams, Charles
Sent: Tuesday, October 20, 2015 11:49 AM
To: Erickson, Garrett
Cc: Buss, Nancy
Subject: RE: Library board powers

Yes. I would suggest an initial vote from the library board authorizing regular payments of each set of reoccurring bills with as much detail as possible (i.e.: to XYZ Book Vendor in the amount of \$X per month for [description of what is being paid for] for the next year [or whatever the length of the contract happens to be].) And note that each re-occurring payment still must be approved by the library board at the next meeting.

Chuck

From: Erickson, Garrett
Sent: Tuesday, October 20, 2015 11:43 AM
To: Adams, Charles; Buss, Nancy
Subject: RE: Library board powers

Chuck,

In (2)(b), it mentions reoccurring bills can be paid without prior library board approval. We have recently set up some of our main book vendors with reoccurring POs . Would using reoccurring POs with our primary vendors qualify many of our bills to be covered under (2)(b) (and not need prior approval of library board) in your opinion?

Garrett

From: Adams, Charles
Sent: Tuesday, October 20, 2015 11:31 AM
To: Erickson, Garrett; Buss, Nancy
Subject: RE: Library board powers

I agree. The key language is "audited." Without that word, I would argue that any expenditures within the budget are approved. But audited adds another layer.

Nancy, in case your statute cite was cut off, as mine was, the exact statutory cite is sec. 43.58(2)(a)

Thanks.

Chuck Adams

From: Erickson, Garrett
Sent: Tuesday, October 20, 2015 11:26 AM
To: Buss, Nancy; Adams, Charles
Subject: Library board powers

Nancy and Chuck,

Here is the passage from the statute:

43.58 Powers and duties.

- (1) The library board shall have exclusive control of the expenditure of all moneys collected, donated or appropriated for the library fund, and of the purchase of a site and the erection of the library building whenever authorized. The library board also shall have exclusive charge, control and custody of all lands, buildings, money or other property devised, bequeathed, given or granted to, or otherwise acquired or leased by, the municipality for library purposes.
- (2)
 - (a) The library board shall audit and approve all expenditures of the public library and forward the bills or vouchers covering the expenditures, setting forth the name of each claimant or payee, the amount of each expenditure. and the purpose for which it was expended, to the appropriate municipal or county financial officer or, in the case of a school district, the school district clerk. The library board shall include a statement, signed by the library board secretary or other designee of the library board, that the expenditure has been incurred and that the library board has audited and approved the expenditure. The appropriate municipal, county, or school district official shall then pay the bill as others are paid.

After looking at this language, it doesn't look like we can change our policy to mirror the city ordinance. Your thoughts Chuck? I am also checking with Amy Birtell, Eastern Shores Library System Director, who will likely contact DPI for an opinion.

Garrett Erickson
Library Director
Mead Public Library
710 North 8th Street
Sheboygan, WI 53081-4563
(920) 459-3400 ext. 3414
www.meadpl.org