



Slinger Community Library Board of Trustees
Village Community Room, located at 218 Slinger Rd
Monday, January 8, 2024 at 4:30pm

Agenda

Roll Call and Confirmation of Open Meetings Law

Marlyss Thiel
David Waterman
Beth Lighthizer

Jane Hignite
Donna Moldenhauer

Kent Voll
Katherine Tobey

- I. **Open for Public Comment** (Information will be received from the public; however, no action will be taken on such issues at this time.)
- II. **Director's Report**
 - A. Circulation and Library Use Statistics, – November, December 2023
 - B. Library Program Report: November, December 2023
 - C. Updates on FOSL book sale, Holiday Wish Tree, New Book Tree
- III. **New Business**
 - A. Review and Action
 - i. 2024 Staff Development Day
 - ii. February Library Board meeting
 - iii. Minutes of November 13, 2023 meeting
 - iv. November and December Financial/Vouchers Report
- IV. **Announcements**
 - A. Next Meeting Date: Monday, February 12, 2023 – 4:30 pm
- V. **Adjourn Meeting**

The Slinger Community Library Board of Trustees is an informed and dedicated group of citizens, who are committed to supporting, developing, and advancing the library for the benefit of all our patrons, staff, and our community.

This agenda was posted at Slinger Village Hall and Slinger Community Library on Friday, January 5, 2024. Notice was posted at Community Park, Slinger Post Office, and Slinger Piggly Wiggly.

Upon reasonable notice, efforts will be made to accommodate person with disabilities requiring special accommodations for attendance at the meeting. For additional information and to request services, contact the Library Director at (262) 644-6171

It is possible that members of and possibly a quorum of members of other governmental bodies of the Village of Slinger may be in attendance at the above-noted meeting to gather information; no action will be taken by any other governmental body except by the governing body noticed above.

Memo

To: Slinger Community Library Board of Trustees

From: Leslie Schultz, Library Director

Date: Friday, January 5, 2024

Re: Agenda for Monday, January 8, 2024

II. DIRECTOR' S REPORT

A. Circulation and Library Use Statistics-November/December 2023

Monthly statistics 2022 vs 2023

November total circulations, digital (Hoopla & Libby) and physical were 8,523 with physical circulations at 6,488 and digital at 1,610. Physical circulations increased 6.5% (425 items) from November 2022. Digital circulations increased 30.2% (373 items) from November 2022. Patron count was 2,227 an increase of 21.6% (395 patrons) from November 2022.

December total circulations, digital (Hoopla & Libby) and physical were 7,660 with physical circulations at 6,019 and digital at 1,641. Physical circulations increased 4.3% (250 items) from December 2022. Digital circulations increased 26.7% (346 items) from December 2023. Patron count was 1,973 an increase of 14.7% (253 patrons) from December 2022.

Yearly statistics 2022 vs 2023

	<u>2022</u>	<u>2023</u>	
Physical Circulation:	84,970	83,715	1.5% decrease (1,245 items)
Digital Circulation:	15,238	19,132	25.6% increase (3,894 items)
Patron Count:	26,121	28,637	9.6% increase (2,516 patron visits)
Total Circulation:	100,208	103,027	2.8% increase (2,819 items)

B. Library Program Report-November/December 2023

Please see attached November and December program reports.

C. Updates on FOSL book sale, Holiday Wish Tree, and New Book Tree

- The FOSL Annual Book Sale ran from November 27th to December 13th. We made \$1000. We will have the next FOSL Book Sale in August 2024.
- The Holiday Wish Tree raised \$414.00 for the future building expansion
- New Book Tree: we will be putting up a paper tree with ornaments containing information on future books being published. We are asking patrons to sponsor one of those titles to add to our youth or Adult collections.

III. NEW BUSINESS

i.2024 Staff Development Day (review & Action)

I recommend closing the library on Monday, November 11th for Staff Development Day.

ii. February Library Board Meeting

The Wisconsin State Library Annual report will open at the beginning of February and is due to DPI on March 1st. Rescheduling the February Library board meeting to Monday, February 19th will allow me more time to complete the Annual Report and prepare the 2023 By the Numbers documents for your approval.

Please contact me with any questions, comments or concerns before the meeting so that I may be prepared to answer them at the library board meeting.

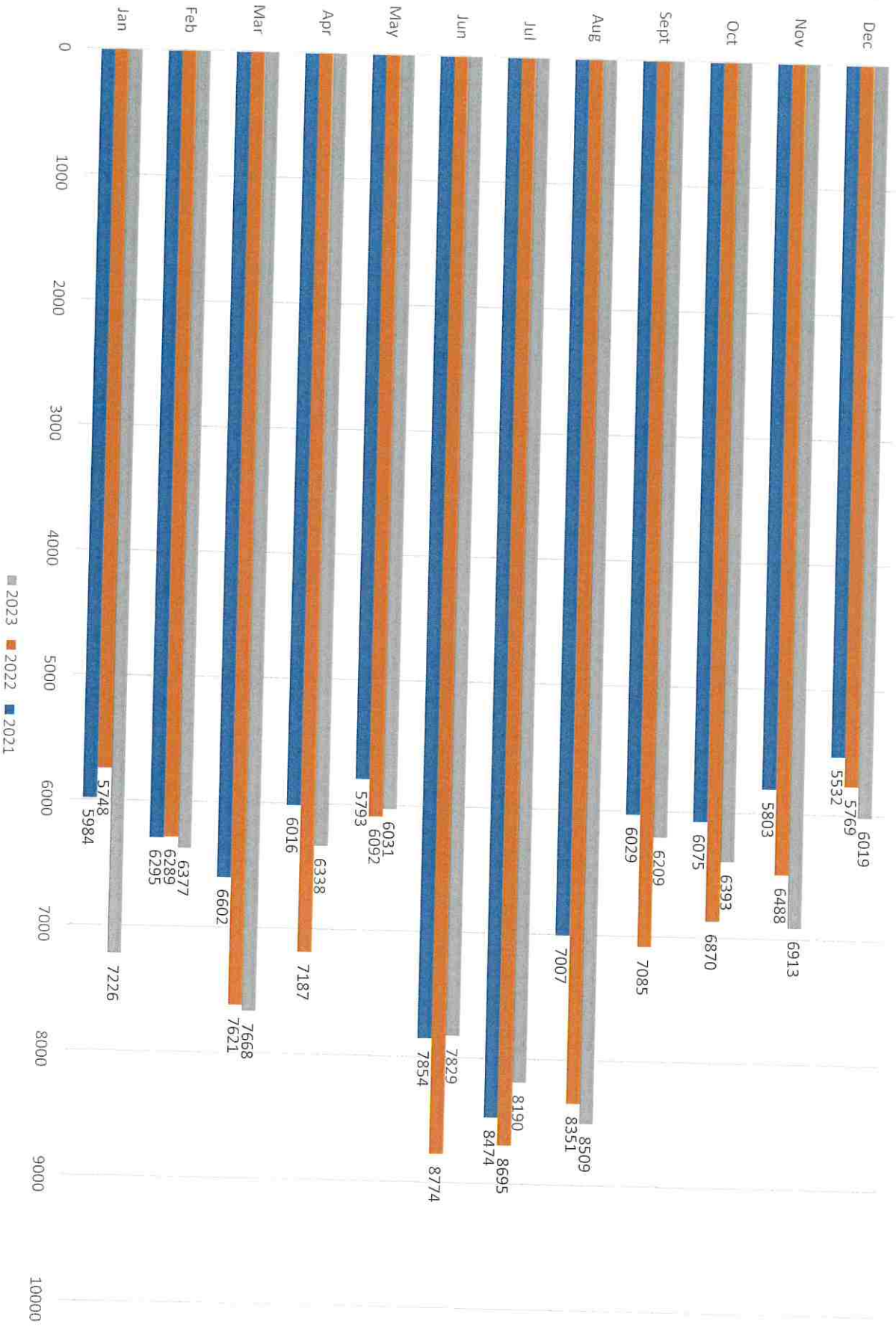
November Slinger Library Statistics

	2021	2022		2023	
Circulation Activity	Yr End	Month	Yr End	Month	YTD
Number of Days Open	295	23	293	23	273
Patron Count	22,700	1,832	26,121	2,227	26,664
New Cards Issued	232	24	371	31	372
Physical	Yr End	Month	Yr End	Month	YTD
Items Checked Out	77,481	6,488	84,970	6,913	77,693
Items Checked In	66,171	5,561	72,453	5,630	67,803
Holdings Placed	21,401	1,805	21,046	1,849	19,983
Library of Things Check Outs (LOT)	NA	NA	NA	128	1,735
Digital	Yr End	Month	Yr End	Month	YTD
Libby & Overdrive Checkouts	14,147	1,101	13,615	1,416	15,396
Hoopla	371	136	1,587	194	2,095
Databases	Yr End	Month	Yr End	Month	YTD
AtoZ Databases Logins	8,061	280	2,340	55	1,155
Ancestry.com Logins	1,056	6	352	30	297
Universal Classes (thru Libby)	17	3	54	NA	NA
Transparent Language	199	0	28	5	NA
Breakdown of Check Out Numbers	Yr End	Month	Yr End	Month	YTD
Slinger	33,248	2,659	34,942	3,271	32,329
Wash Co Non Lib	38,927	3,403	43,413	3,127	39,364
Wash Co Cities	3,996	311	4,973	360	4,351
Outside Wash Co	1,267	115	1,639	155	1,639
Total Circulation Digital & Physical	Yr End	Month	Yr End	Month	YTD
	91,903	7,725	100,205	8,523	95,007
Interlibrary Loan Activity-WISCAT	Yr End	Month	Yr End	Month	YTD
Borrower - Requests from SL Patrons	80	8	97	8	129
Lender - Requests from other libraries	27	1	35	1	37
Library Programming	Yr End	Month	Yr End	Month	YTD
Adult/Other Programs	47	8	79	13	87
Adult Program Attendance	326	77	710	116	803
Adult Self Directed Programs	15	1	2	0	2
Adult Self Directed Participation	306	119	159	0	195
Teen Programs	21	5	50	5	45
Teen Program Attendance	196	29	322	66	278
Teen Self Directed Programs	11	0	1	0	0
Teen Self Directed Attendance	136	0	54	0	0
Childrens Programs	79	22	163	15	193
Childrens Programs Attendance	1,770	275	2,993	315	3,102
Childrens Self Directed Programs	51	14	84	15	124
Childrens Self Directed Attendance	1,777	120	1,407	279	1,853
Other Library Services Offered	Yr End	Month	Yr End	Month	YTD
Wifi Logins	4,827	609	5,928	606	7,269
Internet Logins	662	78	926	87	1,028
PAC Logins	18,522	1,452	18,497	1,329	16,611
Other Library Statistics	Yr End	Month	Yr End	Month	YTD
Community Meetings	14	6	31	5	109
Community Meetings Attendance	133	64	307	30	398
Facebook Reach	25,863	3,294	45,210	3,920	45,370
Website Visits	50,394	4,024	61,575	6,590	113,511
Number of Volunteers	23	1	28	11	50
Volunteer Hours	26.00	5.00	40.50	9.00	61.00
Reference Statistics	Yr End	Month	Yr End	Month	YTD
Reference Questions	1,091	35	856	142	2,005
Computer & Technology Assistance	260	12	252	30	422

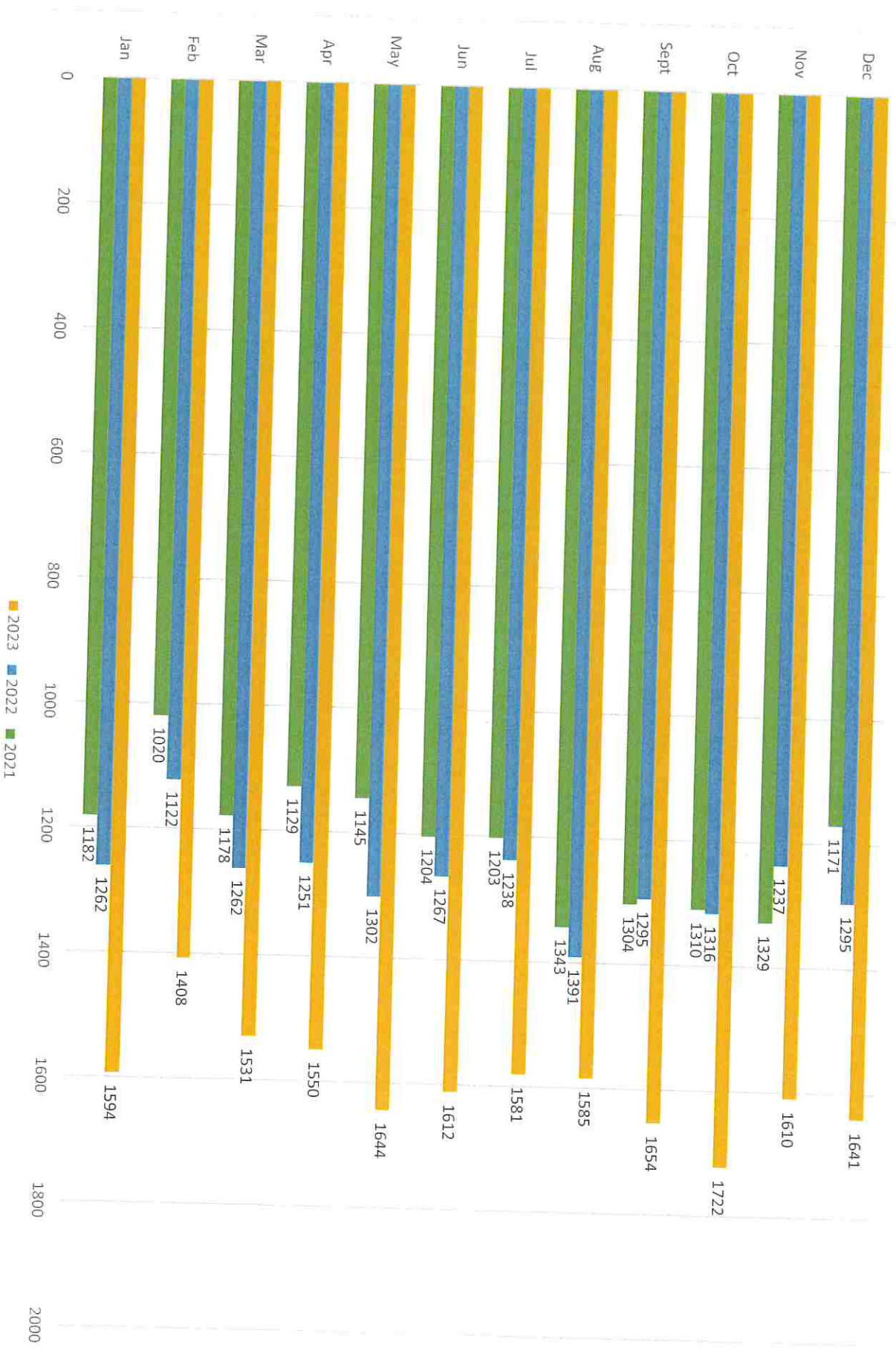
December Slinger Library Statistics

	2021	2022		2023	
Circulation Activity	Yr End	Month	Yr End	Month	YTD
Number of Days Open	295	22	293	22	295
Patron Count	22,700	1,720	26,121	1,973	28,637
New Cards Issued	232	21	371	14	386
Physical	Yr End	Month	Yr End	Month	YTD
Items Checked Out	77,481	5,769	84,970	6,022	83,715
Items Checked In	66,171	4,529	72,453	5,028	72,831
Holds Placed	21,401	1,425	21,046	1,612	21,595
Library of Things Check Outs (LOT)	NA	NA	NA	115	1,850
Digital	Yr End	Month	Yr End	Month	YTD
Libby & Overdrive Checkouts	14,147	1,100	13,615	1,465	16,861
Hoopla	371	159	1,587	176	2,271
Databases	Yr End	Month	Yr End	Month	YTD
AtoZ Databases Logins	8,061	256	2,340	39	1,194
Ancestry.com Logins	1,056	5	352	22	319
Universal Classes (thru Libby)	17	2	54	139	NA
Transparent Language	199	0	28	12	NA
Breakdown of Check Out Numbers	Yr End	Month	Yr End	Month	YTD
Slinger	33,248	2,241	34,942	2,873	35,202
Wash Co Non Lib	38,927	3,155	43,413	2,616	41,980
Wash Co Cities	3,996	277	4,973	401	4,752
Outside Wash Co	1,267	96	1,639	129	1,768
Total Circulation Digital & Physical	Yr End	Month	Yr End	Month	YTD
	91,903	7,064	100,205	7,660	102,667
Interlibrary Loan Activity-WISCAT	Yr End	Month	Yr End	Month	YTD
Borrower - Requests from SL Patrons	80	4	97	9	138
Lender - Requests from other libraries	27	4	35	3	40
Library Programming	Yr End	Month	Yr End	Month	YTD
Adult/Other Programs	Yr End	Month	Yr End	Month	YTD
Adult Program Attendance	47	6	79	10	97
Adult Self Directed Programs	326	51	710	92	895
Adult Self Directed Participation	15	0	2	0	2
Adult Self Directed Participation	306	0	159	0	195
Teen Programs	Yr End	Month	Yr End	Month	YTD
Teen Program Attendance	21	5	50	5	50
Teen Self Directed Programs	196	15	322	35	313
Teen Self Directed Programs	11	0	1	0	0
Teen Self Directed Attendance	136	0	54	0	0
Childrens Programs	Yr End	Month	Yr End	Month	YTD
Childrens Programs Attendance	79	22	163	16	209
Childrens Programs Attendance	1,770	227	2,993	297	3,399
Childrens Self Directed Programs	51	13	84	14	138
Childrens Self Directed Attendance	1,777	96	1,407	248	2,101
Other Library Services Offered	Yr End	Month	Yr End	Month	YTD
Wifi Logins	4,827	414	5,928	0	7,269
Internet Logins	662	71	926	92	1,120
PAC Logins	18,522	1,294	18,497	1,211	17,822
Other Library Statistics	Yr End	Month	Yr End	Month	YTD
Community Meetings	14	4	31	1	110
Community Meetings Attendance	133	60	307	4	402
Facebook Reach	25,863	3,122	45,210	2,521	47,891
Website Visits	50,394	4,328	61,575	24,450	137,961
Number of Volunteers	23	0	28	0	50
Volunteer Hours	26.00	0.00	40.50	0.00	61.00
Reference Statistics	Yr End	Month	Yr End	Month	YTD
Reference Questions	1,091	46	856	188	2,193
Computer & Technology Assistance	260	6	252	39	461

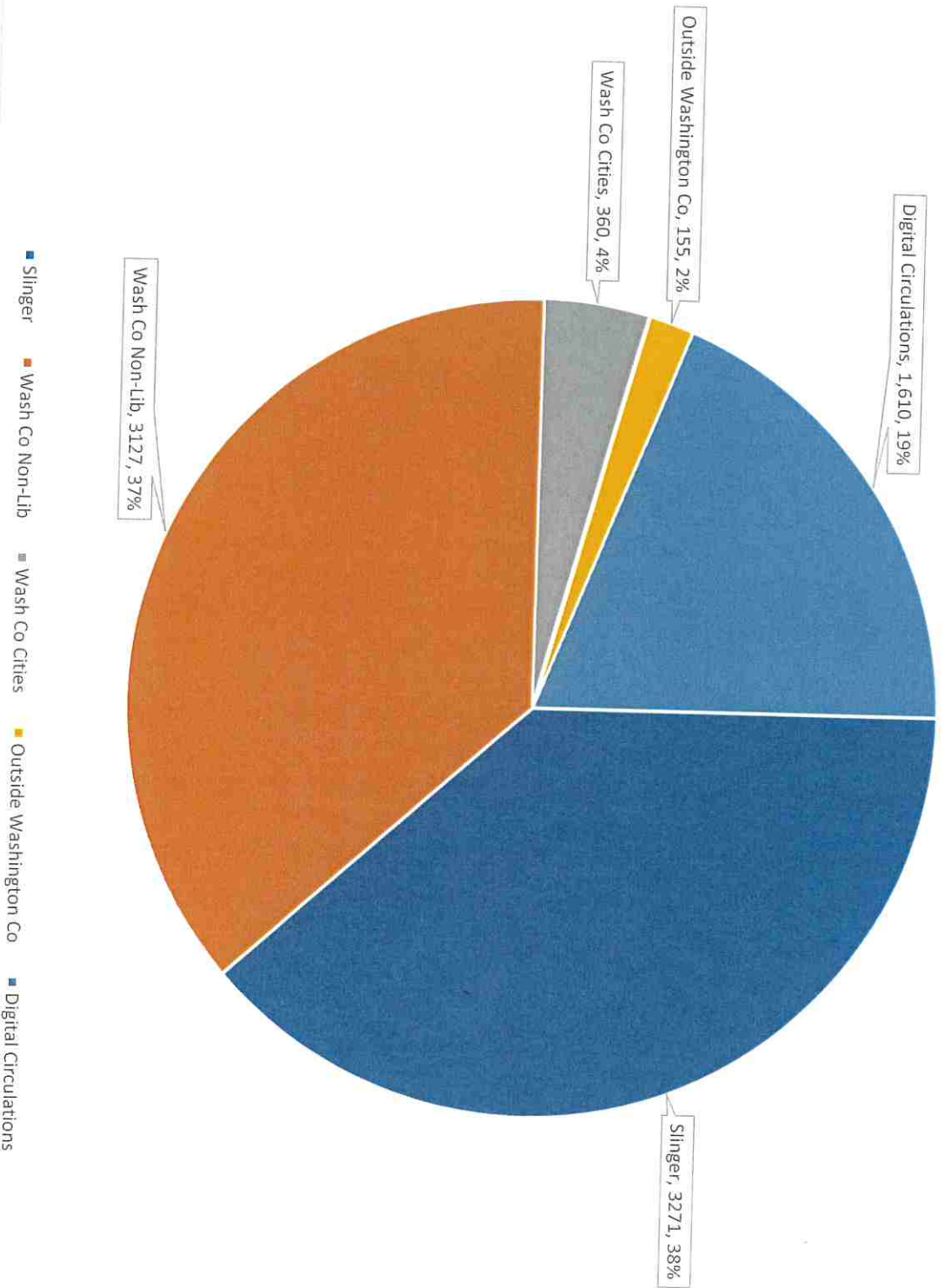
3 year Bar Graph of Physical Circulations



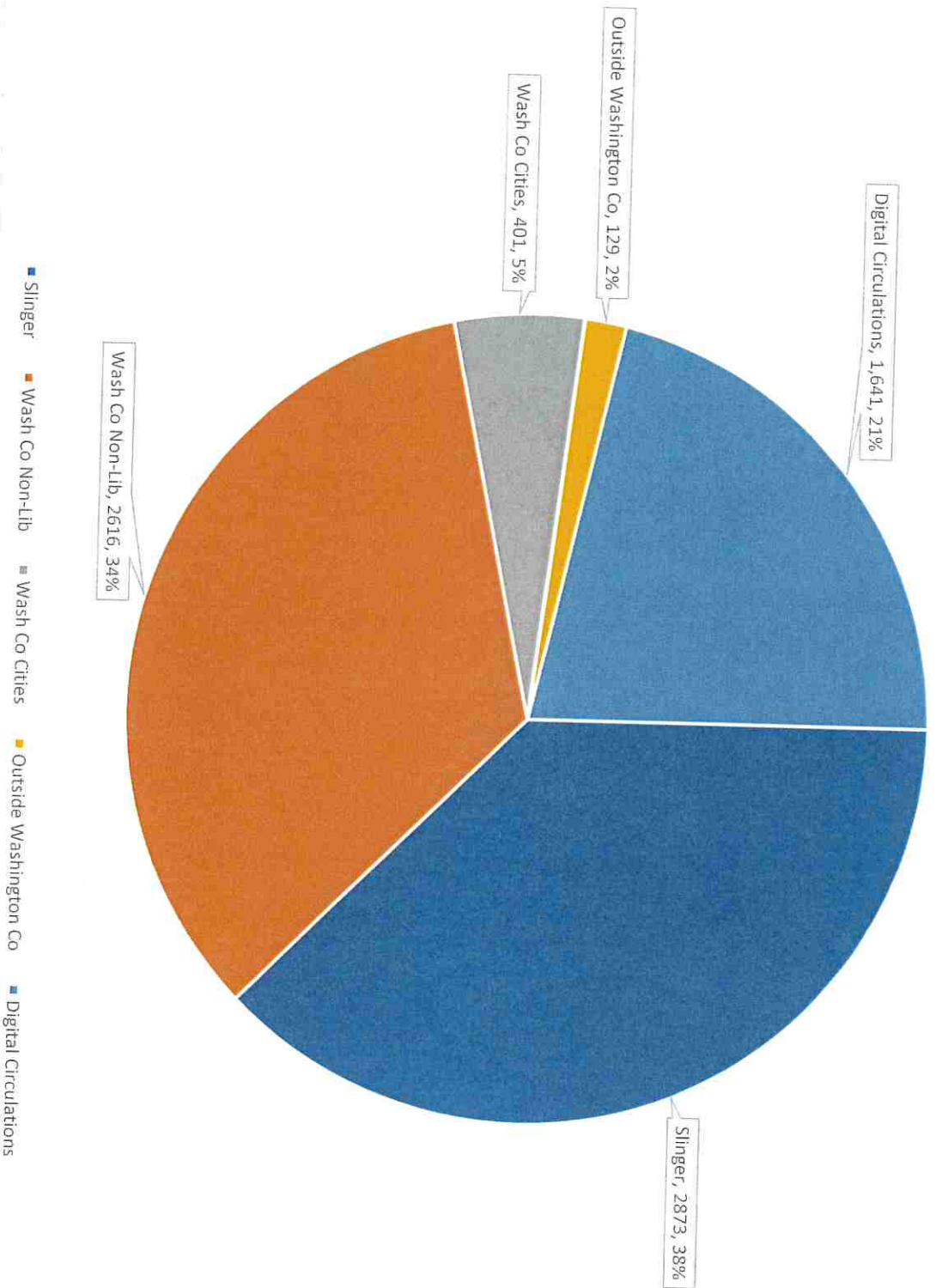
3 Yr Digital Circulation Libby & Hoopla



November 2023 Total Circulation
Physical 6,913 & Digital 1,610



December 2023 Total Circulations 7,660
Physical 6,019 and Digital 1,641



Preschool Story Times

November Library Programs

Date	Program	Count
11/1/23	Lil Bookworms (yummy treats)	19
11/2/23	Little Hearts (pumpkins)	9
11/7/23	Lil Bookworms (families)	20
11/8/23	Lil Bookworms (families)	13
11/9/23	Little Hearts (forest animals)	10
11/14/23	Lil Bookworms (friends)	12
11/15/23	Lil Bookworms (friends)	28
11/16/23	Little Hearts (harvest)	11
11/17/23	St. Paul (families)	22
11/21/23	Lil Bookworms (neighbors)	19
11/22/23	Lil Bookworms (neighbors)	18
11/28/23	Lil Bookworms (cold weather)	9
11/29/23	Lil Bookworms (cold weather)	20
11/30/23	Little Hearts (apples)	11
	Total Programs	14
	Total Count	221

Preschool Crafts

Date	Program	Count
11/1/23	Lil Bookworms (acorn cookies)	10
11/2/23	Little Hearts (paper plate pumpkin)	7
11/7/23	Lil Bookworms (popsicle stick families)	8
11/8/23	Lil Bookworms (popsicle stick families)	7
11/9/23	Little Hearts (matching game)	8
11/14/23	Lil Bookworms (friendship bracelets)	7
11/15/23	Lil Bookworms (friendship bracelets)	10
11/16/23	Little Hearts (LEGO stamped corn)	9
11/17/23	St. Paul (popsicle stick families)	20
11/21/23	Lil Bookworms (paper neighborhood)	8
11/22/23	Lil Bookworms (paper neighborhood)	10
11/28/23	Lil Bookworms (cotton ball hats)	5
11/29/23	Lil Bookworms (cotton ball hats)	12
11/30/23	Little Hearts (toilet paper roll tree)	9
	Total Programs	14
	Total Count	130

Elementary Programs

Date	Program	Count
11/7/23	Afternoon Adventurers (bedazzled gourds)	11
11/14/23	Afternoon Adventurers (painted thankfulness rocks)	14
11/21/23	Afternoon Adventurers (turkey treats)	9
11/28/23	Afternoon Adventurers (fab lab)	10
	Total Programs	4
	Total Count	44

Teen Programs

Date	Program	Count
11/2/23	Teen Thursdays (mermaid sensory bottles)	14
11/9/23	Teen Thursdays (fondue treats)	22
11/16/23	Teen Thursdays (snark attack)	17
11/16/23	November TAB meeting	3
11/30/23	Teen Thursdays (hangout)	10
	Total Programs	5
	Total Count	66

Adult Programs

Date	Program	Count
11/1/23	Be the Best Version of You! – Christa Thorin	cancelled
11/3/23	Coffee & Healthy Chat – Diabetes/Nutrition	3
11/6/23	Morning Movie – Devotion	1
11/6/23	Senior Outreach – SV#4 – Kori	13
11/11/23	Crafternoon @ the Library – Snowman/grinch	22
11/13/23	Senior Outreach – SV#1 – Kelly	8
11/13/23	Devouring Book Cookbook Club – crockpot/soups	9
11/15/23	Medicare Informational Meeting	0
11/17/23	Red Cross Blood Drive	20
11/20/23	Monday Afternoon Book Club	7
11/20/23	Senior Outreach – SV#3 – Abby	12
11/21/23	Pints & Pages Book Club	12
11/27/23	Senior Outreach - SV#2 – Carrie	9
	Total Programs	13
	Total Count	116

Family Programs/Other

Date	Program	Count
11/18/23	Elephant & Piggie Party	94
	Total Programs	1
	Total Count	94

Passive Programs

Date	Program	Count
11/1-11/30	November Scavenger Hunt	27
11/11-11/18	November Incentive Week	136
	Total Programs	2
	Total Count	162

Volunteers

Date	Program	Count
11/18/23	Elephant & Piggie Party (TAB members)	5/1hr
11/20-11/22	Book Sale set-up	6/8hrs

Grand Totals

Total Programs (not including passive programs)	52
Total Program Attendance (not including passive programs)	676
Total Program Attendance	838
Total Passive Programs	2
Total Program Count	54

Preschool Story Times

December
Library
Programs

Date	Program	Count
12/5/2023	Lil Bookworms (Hanukkah & Kwanzaa)	8
12/6/2023	Lil Bookworms (Hanukkah & Kwanzaa)	17
12/7/2023	Little Hearts (Christmas Trees)	13
12/8/2023	St. Paul (cold weather)	22
12/12/2023	Lil Bookworms (reindeer)	9
12/13/2023	Lil Bookworms (reindeer)	13
12/14/2023	Little Hearts (Christmas movies)	12
12/19/2023	Lil Bookworms (Christmas)	16
12/20/2023	Lil Bookworms (Christmas)	13
12/21/2023	Little Hearts (Christmas)	11
12/27/2023	Lil Bookworms (New Year's Eve)	21
12/28/2023	Little Hearts (New Year's Eve)	11
	Total Programs	12
	Total Count	166

Preschool Crafts: Self-Directed

Date	Program	Count
12/5/2023	Lil Bookworms (candy dreidels)	3
12/6/2023	Lil Bookworms (candy dreidels)	9
12/7/2023	Little Hearts (jeweled Christmas trees)	11
12/8/2023	St. Paul (cotton ball hat)	20
12/12/2023	Lil Bookworms (reindeer food)	4
12/13/2023	Lil Bookworms (reindeer food)	5
12/14/2023	Little Hearts (crazy Christmas glasses)	10
12/19/2023	Lil Bookworms (ugly sweater craft)	6
12/20/2023	Lil Bookworms (ugly sweater craft)	6
12/21/2023	Lil Bookworms (ugly sweater craft)	9
12/27/2023	Lil Bookworms (countdown ball)	10
12/28/2023	Little Hearts (countdown ball)	9
	Total Programs	12
	Total Count	102

Elementary Programs

Date	Program	Count
12/5/2023	Afternoon Adventurers (Christmas Tree Ornament)	9
12/12/2023	Afternoon Adventurers (Oreo pops)	11
12/19/2023	Afternoon Adventurers (reindeer candy pots)	8
	Total Programs	3
	Total Count	28

Teen Programs

Date	Program	Count
12/7/2023	Teen Thursdays (DIY Snow Globe)	8
12/14/2023	Teen Thursdays (Oreo roulette)	15
12/21/2023	Teen Thursdays (snark attack)	4
12/21/2023	December TAB Meeting	0
12/28/2023	Teen Thursdays (teen hangout)	8
	Total Programs	5
	Total Count	35

Adult Programs

Date	Program	Count
12/4/2023	Senior Outreach – SV#4 – Lori	18
12/4/2023	Coffee & Healthy Chat – Holiday Stress	3
12/9/2023	Craftermorning @ the Library – Holiday Wall Hanging	18
12/11/2023	Devouring Book Cookbook Club – Cookie Exchange	9
12/11/2023	Senior Outreach – SV#1 – Kelly	8
12/15/2023	Morning Movie – Oppenheimer	2
12/18/2023	Monday Afternoon Book Club	7
12/18/2023	Senior Outreach – SV#3 – Abby	13
12/19/2023	Pints & Pages Book Club	14
12/25/2023	Senior Outreach – SV#2 – Carrie	0 (library closed)
	Total Programs	10
	Total Count	92

Family Programs/Other

Date	Program	Count
12/16/2023	Merry & Bright Morning	103
	Total Programs	1
	Total Count	103

Passive Programs: Self-Directed

Date	Program	Count
12/1-12/30	December Scavenger Hunt	34
12/9-12/16	December Incentive Week	112
	Total Programs	2
	Total Count	356

Grand Totals

	Count
Total Programs (not including self-directed programs)	31
Total Program Attendance (not including self-directed programs)	424
Total Self-Directed Programs	14
Total Self-Directed Attendance	248
Total Programs/Attendance (including self-directed programs)	45/672

November minutes of the Slinger Community Library Board
Monday, November 13, 2023

The meeting of Slinger Community Library Board of Trustees of the Village of Slinger was called to order by Library Board Vice President Donna Moldenhauer at 218 Slinger Road, Slinger, WI at 4:30pm on November 13, 2023 in accordance with Notice of Meeting delivered to members on November 10, 2023.

Roll Call and Confirmation of Open Meetings Law:

	<u>Present</u>	<u>Absent</u>
Marlyss Thiel		X
Donna Moldenhauer	X	
David Waterman		X
Jane Hignite	X	
Beth Lighthizer	X	
Katherine Tobey	X	
Kent Voll	X	
	<hr/>	<hr/>
	5	2

Also present:

Leslie Schultz, Library Director

Margaret Wilber, Village Administrator

Beth Yeko, Friends of the Library Treasurer

Kate Markert, Friends of the Library Co-President

I. Open for Public Comment

Friends of Slinger Library (FOSL) Treasurer Beth Y., and Co-President Kate M. introduced themselves shared a bit about the new board members, the future of the FOSL, and the success of the 2023 silent auction.

II. Director's Report

A. Circulation and Library Use Statistics-October 2023

Director Schultz stated October total circulations, digital (Hoopla & Libby) and physical were 8,115 with physical circulations at 6,393 and digital at 1,722. Physical circulations decreased 6.9% (477 items) from October 2022. Digital circulations increased 30.9% (406 items) from October 2022. Patron count was 2,209 an increase of 21.6% (392 patrons) from October 2022.

B. Library Program Report-October 2023

Director Schultz shared the October program report.

C. Friends of Slinger Library up

Director Schultz shared about the new The FOSL board members and the success of the 2023 silent auction that raised \$5,351.

III. New Business

i. 2024 Budget

Director Schultz stated the last budget reflected \$2,000 in the unrealized gain on investment budget line. It should have been \$0.00 and that adjustment led the transfer from reserves to increase by \$2,000. Director Schultz shared three different budgets for the director's salary.

Motion by Lighthizer/Hignite to approve the director to receive a 10% raise for the 2024 budget. Motion carried.

ii. December Library Board meeting (discussion and action)

The Library Board approved to not have a Library Board meeting December.

Motion by Hignite/ Lighthizer/ to approve not having a Library Board meeting December. Motion carried.

iii. Minutes of October 9, 2023 meeting

Motion by Voll/ Lighthizer to accept minutes with corrections. Motion carried.

iv. October Financial/Vouchers Reports

Motion by Lighthizer/Voll to accept vouchers as presented. Motion carried.

V. Announcements:

A. Next Meeting Date: Monday, January 8, 2023 at 4:30pm

VI. Adjourn Meeting

Motion by Lighthizer/Hignite to adjourn at 5:11pm. Motion carried.

Respectfully Submitted, Leslie Schultz, Library Director

VOUCHERS NOVEMBER 2023

230-00-55110-300-000 Processing Materials Supplies & Expense

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
11/13/2023	Amazon	LOT Pass holders			\$300.19	\$2,000.00
11/13/2023	Amazon	name plates for Library Bd meetings	\$8.99		\$291.20	
11/13/2023	Amazon	LOT Ice Cream Maker bag	\$18.99		\$272.21	
11/13/2023	DEMCO	Book processing supplies	\$35.99		\$236.22	
			\$123.64		\$112.58	94.40%
			\$187.61			

230-00-55110-310-000 Central Services

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
10/31/2023	Village of Slinger				\$27,799.00	
		TOTAL SPENT	\$27,799.00		\$0.00	100%

230-00-55110-320-000 Programs

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
11/13/2023	Amazon	holiday Photo Booth supplies			\$960.96	\$4,650.00
11/13/2023	Amazon	Teen Program supplies	\$49.97		\$910.99	
11/13/2023	Oriental Trading Company	1000/500 books program incentive supplies	\$16.99		\$894.00	
11/13/2023	Oriental Trading Company	holiday Photo Booth supplies	\$142.72		\$751.28	
11/13/2023	The Book Bundler	1000/500 books program incentive supplies	\$9.99		\$741.29	
11/13/2023	Amazon	Prime Membership	\$104.94		\$636.35	
11/13/2023	Amazon	Program Supplies	\$139.00		\$497.35	
11/13/2023	Amazon	Program Supplies	\$8.29		\$489.06	
11/13/2023	Dollar Tree	Adult Program Supplies	\$58.00		\$431.06	
11/13/2023	Domino's	Family Program supplies/food	\$32.95		\$398.11	
11/13/2023	Piggly Wiggly	Adult program supplies-paper products	\$96.93		\$301.18	
11/13/2023	Polanco's	Library Card Sign-Upm Month Incentive	\$27.00		\$274.18	
11/13/2023	Sippie Hippie	Library Card Sign-Upm Month Incentive	\$25.00		\$249.18	
11/13/2023	SVDP	Library Card Sign-Upm Month Incentive	\$25.00		\$224.18	
11/13/2023	Walmart	AD program supplies	\$25.00		\$199.18	
11/13/2023	Walmart	AD program supplies	\$11.94		\$187.24	
11/13/2023	Kathleen Barbian	Adult Program supplies	\$26.85		\$160.39	
11/13/2023	Monarch Library System	Swank Movie License 10/023-9/30/2024	\$100.65		\$59.74	
11/13/2023	Monarch Library System	Library Card Sign-Upm Month stickers	\$292.00		-\$232.26	
			\$43.50		(\$275.76)	105.90%
		TOTAL SPENT	\$1,236.72			

230-00-55110-325-000 Marketing

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
11/30/2023					\$871.97	\$2,000.00
		TOTAL SPENT	\$0.00		\$871.97	56.40%

230-00-55110-330-000 Training

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
11/13/2023	Festival Foods	Staff Development Day food			(\$875.54)	\$2,000.00
11/13/2023	MJS Market & Catering	Staff Development Day food	\$23.97		(\$899.51)	
		TOTAL SPENT	\$113.94		(\$1,013.45)	150.60%
			\$137.91			

November
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VOUCHERS NOVEMBER 2023

230-00-55110-350-000 Repair and Maintenance

Date	Description	Invoice #	Debit	Balance	% of Budget
11/30/2023				\$872.58	\$1,000.00
TOTAL SPENT			\$22.46	\$872.58	12.70%

230-00-55110-530-000 Central Site Services-Building

Date	Description	Invoice #	Debit	Balance	% of Budget
11/30/2023	Village of Slinger		\$41,793.00	\$41,793.00	
TOTAL SPENT			\$41,793.00	\$0.00	100%

230-00-55110-726-000 Contracted Services Payments

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
11/30/2023					(\$626.47)	\$12,280.67
TOTAL SPENT			\$0.00		(\$626.47)	105%

230-00-55110-800-000 - Library Capital Outlay/Collections

Date	Description	Invoice #	Debit	Balance	% of Budget
11/30/2023	Ingram	CH & AD Print		\$3,543.49	\$27,269.00
11/30/2023	Midwest Tape	Books on CD	\$1,736.52	\$1,806.97	
11/30/2023	Hoopla		\$39.99	\$1,766.98	
11/30/2023	Amazon	DVDs & Music	\$466.32	\$1,300.66	
TOTAL SPENT			\$294.61	\$1,006.05	96.30%
			\$ 2,537.44		

230-00-55110-830-000 Technology

Date	Description	Invoice #	Debit	Balance	% of Budget
11/30/2023				\$3,961.92	\$4,465.00
TOTAL SPENT			\$0.00	\$3,961.92	11.30%

230-00-55110-101-000 Salary/Wages 1/1/2023-11/30/2023

Date	Description	YTD Actual	Budget	% of Budget
11/30/2023	Library Department Head Salary	\$58,363.46	\$65,561.60	89.0%
11/30/2023	P/T Wages (w/benefits)	\$74,360.54	\$89,132.16	83.4%
11/30/2023	P/T Wages	\$47,858.55	\$56,674.80	84.4%
		\$180,582.55	\$ 211,368.56	85.4%

November
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Monthly Deposit 2023

Slinger Community Library Total Monthly Deposit

January	\$ 1,379.00	April	\$ 435.78	July	\$ 605.99	Oct	\$ 223.27
February	\$ 1,127.76	May	\$ 503.91	August	\$ 725.15	Nov	\$ 297.35
March	\$ 792.18	June	\$ 417.69	Sept	\$ 228.23	Dec	\$ 330.56
						Total	\$ 7,066.87

Fines/Fees Monthly Deposit		Services Monthly Deposit		Donations Monthly Deposit		
<i>Late fines , lost item fees, missing pieces, replacement costs</i>		<i>Copies - Faxing - Replacement Cards - CC Coffee Snacks</i>		<i>Regular Building & Offset</i>		
*January	\$ 703.00	January	\$ 139.00	January	\$ -	\$ 537.00
*February	\$ 300.79	February	\$ 144.60	February	\$ -	\$ 682.37
*March	\$ 596.58	March	\$ 195.60	March	\$ -	\$ -
*April	\$ 306.58	April	\$ 129.20	April	\$ -	\$ -
*May	\$ 300.41	May	\$ 203.50	May	\$ -	\$ -
*June	\$ 319.81	June	\$ 97.88	June	\$ -	\$ -
*July	\$ 428.55	July	\$ 177.44	July	\$ -	\$ -
*August	\$ 555.77	August	\$ 145.58	August	\$ -	\$ 23.80
September	\$ 86.53	September	\$ 141.70	September	\$ -	\$ -
October	\$ 93.54	October	\$ 129.73	October	\$ -	\$ -
November	\$ 150.35	November	\$ 147.00	November	\$ -	\$ -
December	\$ 318.31	December	\$ 12.25	December	\$ -	\$ -
Total	\$ 4,160.22	Total	\$ 1,663.48	Total	\$ -	\$ 1,243.17

* denotes SCL Fines assessed

SCL Fine Free 9/1/2023

November
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VOUCHERS DECEMBER 2023

230-00-55110-300-000 Processing Materials Supplies & Expense

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
	DEMCO	Book Barcodes (3000)			\$112.58	\$2,000.00
	Amazon	ILL processing supplies	\$ 160.39		-\$47.81	
	Amazon	dry erase board supplies	\$ 7.45		-\$55.26	
	Amazon	bookends	\$ 23.08		-\$78.34	
	Amazon	bookends	\$ 25.99		-\$104.33	
			\$ 25.99		(\$130.32)	106.50%
			\$242.90			

230-00-55110-310-000 Central Services

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
	Village of Slinger				\$27,799.00	
			\$27,799.00			
		TOTAL SPENT	\$27,799.00		\$0.00	100%

230-00-55110-320-000 Programs

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
	Fleet Farm	Ch and AD Program supplies			(\$275.76)	\$4,650.00
	Hobby Lobby	AD Program supplies	\$37.91		-\$313.67	
	St Vinnie's	AD Program supplies	\$20.00		-\$333.67	
	Amazon	AD Program supplies	\$20.00		-\$353.67	
	Amazon	Teen Program supplies	\$20.00		-\$373.67	
	Amazon	Teen Program supplies	\$17.49		-\$391.16	
	Amazon	Family Program supplies	\$15.00		-\$406.16	
	Mariano's	Teen Program supplies	\$15.15		-\$421.31	
	Oriental Trading Company	Family Photo Booth	\$54.99		-\$476.30	
	Pick n Save	Teen Program supplies				
	Piggly Wiggly	Teen Program supplies		\$ 13.70	-\$462.60	
	The Book Bundler	1000/500 books program incentive supplies	\$96.93		-\$559.53	
	USPS	Postage to return books		\$104.94	-\$454.59	
	Walmart	Teen Program supplies	\$14.42		-\$469.01	
			\$33.95		(\$502.96)	
		TOTAL SPENT	\$345.84			115.80%

230-00-55110-325-000 Marketing

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
					\$871.97	\$2,000.00
		TOTAL SPENT	\$0.00		\$871.97	56.40%

230-00-55110-330-000 Training

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
	County Inn & Suites	WLA Conference -LS			(\$1,013.45)	\$2,000.00
	IHOP	WLA Conference meal	\$102.97		(\$1,116.42)	
	Maurices	Staff 5 yr apprication gifts	\$25.49		(\$1,141.91)	
	Germantown Community Library	WLA invoice	\$50.00		(\$1,191.91)	
			\$415.00		(\$1,606.91)	180.30%
		TOTAL SPENT	\$517.97			

December
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VOUCHERS DECEMBER 2023

230-00-55110-350-000 Repair and Maintenance

Date	Description	Invoice #	Debit	Balance	% of Budget
	School Outfitters	Teen book display	\$ 760.94	\$872.58	\$1,000.00
		TOTAL SPENT	\$760.94	\$111.64	88.80%

230-00-55110-530-000 Central Site Services-Building

Date	Description	Invoice #	Debit	Balance	% of Budget
	Village of Slinger		\$41,793.00	\$41,793.00	
		TOTAL SPENT	\$41,793.00	\$0.00	100%

230-00-55110-726-000 Contracted Services Payments

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
12/14/2023	Department of Administration	TEACH data lines	\$600.00		(\$626.47)	\$12,280.67
		TOTAL SPENT	\$600.00		(\$1,226.47)	110%

230-00-55110-800-000 - Library Capital Outlay/Collections

Date	Description	Invoice #	Debit	Balance	% of Budget
	Ingram	CH & AD Print		\$1,006.05	\$27,269.00
	Moon Lite Books	Projector & Reel	\$122.69	\$883.36	
	Hoopla		\$25.15	\$858.21	
	Amazon	DVDs, Music, Video games	\$442.28	\$415.93	
		TOTAL SPENT	\$155.06	\$260.87	99.30%
			\$ 745.18		

230-00-55110-830-000 Technology

Date	Description	Invoice #	Debit	Balance	% of Budget
				\$3,961.92	\$4,465.00
		TOTAL SPENT	\$0.00	\$3,961.92	11.30%

230-00-55110-101-000 Salary/Wages 1/1/2023-11/30/2023

Date	Description	YTD Actual	Budget	% of Budget
	Library Department Head Salary			
	P/T Wages (w/benefits)	\$63,406.66	\$65,561.60	96.7%
	P/T Wages	\$80,706.36	\$89,132.16	90.5%
		\$51,917.21	\$56,674.80	91.6%
		\$196,030.23	\$ 211,368.56	92.7%

December
2/6

Monthly Deposit 2023

Slinger Community Library Total Monthly Deposit

January	\$ 1,379.00	April	\$ 435.78	July	\$ 605.99	Oct	\$ 223.27	
February	\$ 1,127.76	May	\$ 503.91	August	\$ 725.15	Nov	\$ 297.35	
March	\$ 792.18	June	\$ 417.69	Sept	\$ 228.23	Dec	\$ 701.25	
							Total	\$ 7,437.56

Fines/Fees Monthly Deposit		Services Monthly Deposit		Donations Monthly Deposit		
<i>Late fines, lost item fees, missing pieces, replacement costs</i>		<i>Copies - Faxing - Replacement Cards - CC Coffee Snacks</i>		<i>Regular</i>		<i>Building & Offset</i>
*January	\$ 703.00	January	\$ 139.00	January	\$ -	\$ 537.00
*February	\$ 300.79	February	\$ 144.60	February	\$ -	\$ 682.37
*March	\$ 596.58	March	\$ 195.60	March	\$ -	\$ -
*April	\$ 306.58	April	\$ 129.20	April	\$ -	\$ -
*May	\$ 300.41	May	\$ 203.50	May	\$ -	\$ -
*June	\$ 319.81	June	\$ 97.88	June	\$ -	\$ -
*July	\$ 428.55	July	\$ 177.44	July	\$ -	\$ -
*August	\$ 555.77	August	\$ 145.58	August	\$ -	\$ 23.80
September	\$ 86.53	September	\$ 141.70	September	\$ -	\$ -
October	\$ 93.54	October	\$ 129.73	October	\$ -	\$ -
November	\$ 150.35	November	\$ 147.00	November	\$ -	\$ -
December	\$ 434.17	December	\$ 82.65	December	\$ -	\$ 184.43
Total	\$ 4,276.08	Total	\$ 1,733.88	Total	\$ -	\$ 1,427.60

* denotes SCL Fines assessed

SCL Fine Free 9/1/2023

December

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Slinger Community Library CDs

Certificate B - held at Associated Bank in Slinger - Acct #290811****

18-month CD renewed on 9/18/2019

Balance as of 3/18/21: \$14,375.22

Interest Rate: .26%

Maturity Date: March 18, 2021

Account CLOSED on 3/18/21

Certificate C - held at Forte Bank - Acct#2155****

12-month CD renewed on 4/14/2021

Balance as of 4/14/2022: \$11,867.26

Interest Rate: .20%

Maturity Date: April 14, 2023

Account CLOSED on 11/30/22

Certificate E - held at Forte Bank -

12-month CD opened on 4/14/2021

Balance as of 4/14/2022: \$14,403.99

Interest Rate: .20%

Maturity Date: April 14, 2023

Account CLOSED on 11/30/22

Certificate H - held at Forte Bank

15-month CD renewed on 9/5/2023

Balance as of 11/30/2022: \$26,862.49

Interest Rate: 4.50%

Maturity Date: December 5, 2024

Total: \$26,862.49

Certificate J - held at Forte Bank

21-month CD opened on 11/30/2022

Balance as of 11/30/2022: \$100,000

Interest Rate: 4.00%

Maturity Date: August 31, 2024

Total: \$100,000.00

Certificate M - held at Forte Bank

21-month CD opened on 3/20/2023

Balance as of 3/20/2023: \$29,000

Interest Rate: 4.30%

Maturity Date: December 20, 2024

Total: \$29,000.00

Certificate N - held at Forte Bank

15-month CD opened on 7/14/2023

Balance as of 7/14/2023: \$25,000

Interest Rate: 4.50%

Maturity Date: October 14, 2024

Total: \$25,000.00

updated 9/12/2023

December
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2023 Library Accounts

Building & Offset Reserves -(Money Market Acct @ Associated Bank)

Capital Offset Funds received from Washington County. Require a 50/50 match and intended for capital expenditures.

\$261,259.67 @ Associated Bank/ \$100,000 @ Forte Bank

Balance: \$500,356.43

Library Reserve Funds- Certificate H held at Forte Bank

Balance: \$26,862.49

Cash and Investments- Funds made up of our operating costs and unused funds from previous years.

Balance: \$177,919.65

7/11/22 Library Board approved the transfer of \$150,000 from the Cash and Investment acct to Building & Offset acct.

11/14/22 Library Board approved the transfer of \$100,000 of Building and Offset funds to be put in a CD at Forte Bank for 21 months @ 4%.

Updated 9/13/2023 by LAS

December
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2023

Washington County Income 230-00-43721-000-000

Budgeted: \$162,137.02

Date	Description	Check #	Amount \$
1/23/2023	Fond du Lac Cty Circ Reimbursement	406701	\$39.01
2/13/2023	Washington Cty TEACH Line reimbursement	535616	\$600.00
2/27/2023	2023 Circulation Payment #1	535864	\$72,303.34
2/15/2023	Dodge Cty Circ Reimbursement	1672689	\$641.00
4/7/2023	JAN/FEB Hoopla payment	536576	\$709.11
4/12/2023	MAR Hoopla payment	536855	\$384.57
5/22/2023	2023 Automation	537313	\$5,040.34
5/22/2023	APR Hoopla payment	537313	\$432.11
6/30/2023	MAY Hoopla payment	538042	\$505.33
7/31/2023	JUNE Hoopla Payment	538560	\$530.73
8/24/2023	JULY Hoopla Payment	539044	\$523.14
9/27/2023	2023 Circulation Payment #2	539563	\$72,303.34
10/23/2023	AUG Hoopla Payment	540099	\$437.88
10/23/2023	SEP Hoopla Payment	540099	\$408.41
11/22/2023	OCT Hoopla payment	540491	\$464.31
	TOTAL		\$155,322.62

December
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