

INFORMATION • INSPIRATION • ENTERTAINMENT

Slinger Community Library

226 Slinger Rd Slinger, WI 53080 • (262) 644-6171 • slingerlibrary.org

Slinger Community Library Board of Trustees
Village Community Room, located at 218 Slinger Rd
Monday, April 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, – March 2024
 - B. Library Program Report: March 2024
 - C. National Library Week April 8th-13th
 - D. Wisconsin Association of Public Libraries Conference-May 1st-3rd Stevens Point, WI
 - E. Community Resource List
- III. **New Business**
 - A. Review and Action
 - i. Minutes of March 11, 2024 meeting
 - ii. March Financial/Vouchers Report
 - iii. June Library Board meeting-date change
- IV. **Announcements**
 - A. Next Meeting Date: Monday, May 13, 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, April 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, April 5, 2024

Re: Agenda for Monday, April 8, 2024

II. DIRECTOR'S REPORT

A. Circulation and Library Use Statistics-March 2024

Monthly statistics 2023 vs 2024

March total circulations, digital (Hoopla & Libby) and physical were 9,166 with physical circulations at 7,275 and digital at 1,891. Physical circulations decreased 5.1% (393 items) from March 2023. Digital circulations increased 23.5% (360 items) from March 2023. Patron count was 2,477 an increase of 2.8% (68 patrons) from March 2023.

B. Library Program Report-March 2024

Please see the attached March program reports.

notes: Eclipse Watch Party Monday April 8th

Taylor Swift Party Saturday, April 20th

C. National Library Week

notes: Monday, April 8th- Saturday, April 13th

a. social media posts everyday sharing ideas on how you can support Slinger Community Library
Tuesday, April 9th is Library Staff Appreciation Day

a. \$10 gift card to Culver's

b. Snacklebox of treats

D. Wisconsin Association of Public Libraries Conference

I will be attending the conference from May 1st through May 3rd. The entire conference is paid for by an LSTA grant from the state.

E. Community Resource List

Please see the attached resource list. This will be at the Circulation Desk for patrons who need a helping hand. If you have resources to add, please let me know.

III. NEW BUSINESS

iii. June Library Board meeting-date change

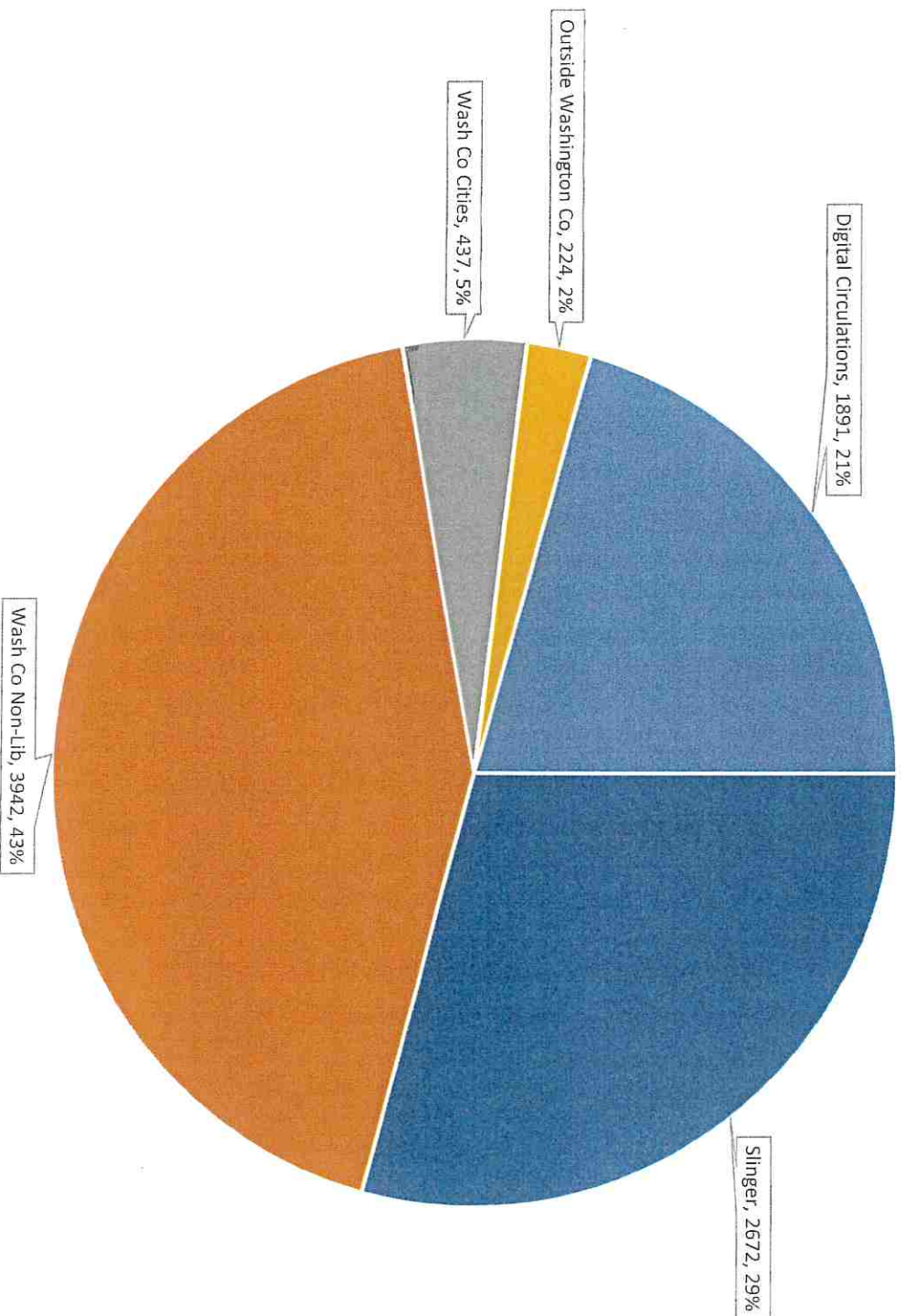
The June Library Board meeting falls on Monday, June 10th which is the day of our Summer Learning Program kick-off. All hands will be needed for that day. I would recommend changing the date to Monday, June 17th.

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.

March Slinger Library Statistics

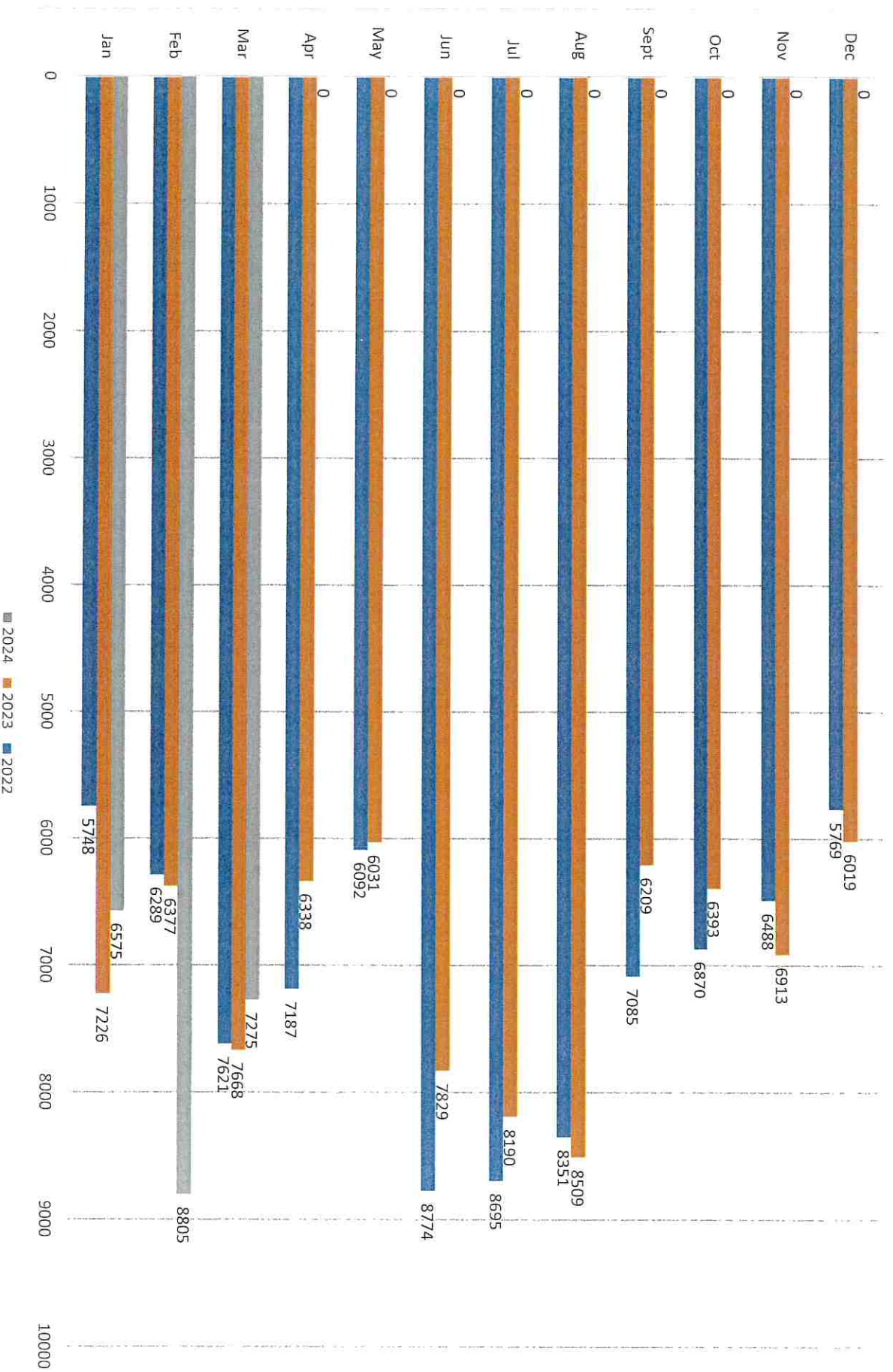
	2022		2023		2024	
Circulation Activity	Month	Yr End	Month	Yr End	Month	YTD
Number of Days Open	27	293	26	295	24	72
Patron Count	2,295	26,121	2,409	28,637	2,477	6,786
New Cards Issued	23	371	33	386	43	87
Physical	Month	Yr End	Month	Yr End	Month	YTD
Items Checked Out	7,621	84,970	7,668	83,715	7,275	22,655
Items Checked In	6,099	72,453	6,616	72,831	6,334	19,710
Holds Placed	1,844	21,046	2,072	21,595	1,653	5,506
Library of Things Check Outs (LOT)	NA	NA	164	1,850	213	509
Digital	Month	Yr End	Month	Yr End	Month	YTD
Libby & Overdrive Checkouts	1,147	13,615	1,364	16,861	1,719	5,036
Hoopla	115	1,587	167	2,271	172	495
Databases	Month	Yr End	Month	Yr End	Month	YTD
AtoZ Databases Logins (canceled for 2024)	125	2,340	97	1,194	NA	NA
Ancestry.com Logins	36	352	29	319	15	58
Universal Classes	2	54	NA	NA	238	2,468
Transparent Lang.(Pronunciator Exp2023)	0	28	NA	NA	2	23
Breakdown of Check Out Numbers	Month	Yr End	Month	Yr End	Month	YTD
Slinger	3,081	34,942	2,920	35,202	2,672	8,966
Wash Co Non Lib	4,013	43,413	4,134	41,980	3,942	11,803
Wash Co Cities	452	4,973	478	4,752	437	1,416
Outside Wash Co	75	1,639	136	1,768	224	470
Total Circulation Digital & Physical	Month	Yr End	Month	Yr End	Month	YTD
	8,883	100,205	9,199	102,667	9,166	28,186
Interlibrary Loan Activity-WISCAT	Month	Yr End	Month	Yr End	Month	YTD
Borrower - Requests from SL Patrons	4	97	23	138	12	45
Lender - Requests from other libraries	3	35	7	40	3	6
Library Programming	Month	Yr End	Month	Yr End	Month	YTD
Adult/Other Programs	10	79	6	97	10	29
Adult Program Attendance	102	710	64	895	114	273
Adult Self Directed Programs	1	2	1	2	0	0
Adult Self Directed Participation	40	159	118	195	0	0
Teen Programs	8	50	5	50	5	9
Teen Program Attendance	63	322	34	313	75	148
Teen Self Directed Programs	1	1	0	0	0	0
Teen Self Directed Attendance	54	54	0	0	0	0
Childrens Programs	13	163	26	209	17	31
Childrens Programs Attendance	279	2,993	301	3,399	399	729
Childrens Self Directed Programs	7	84	16	138	13	26
Childrens Self Directed Attendance	212	1,407	233	2,101	183	1,337
Other Library Services Offered	Month	Yr End	Month	Yr End	Month	YTD
Wifi Logins	321	5,928	597	7,269		0
Internet Logins	69	926	91	1,120	105	307
PAC Logins	1,585	18,497	1,759	17,822	1,406	4,044
Other Library Statistics	Month	Yr End	Month	Yr End	Month	YTD
Community Meetings	2	31	3	110	3	10
Community Meetings Attendance	22	307	24	402	36	126
Facebook Reach	5,205	45,210	2,549	47,891	4,969	9,482
Website Visits	4,500	61,575	6,216	137,961	24,737	39,598
Number of Volunteers	16	28	0	50	3	14
Volunteer Hours	16.00	40.50	0.00	61.00	3.00	14.00
Reference Statistics	Month	Yr End	Month	Yr End	Month	YTD
Reference Questions	66	856	256	2,193	219	626
Computer & Technology Assistance	20	252	54	461	43	132

March 2024 Total Circulations 9,166
Physical 7,275 & Digital 1,891

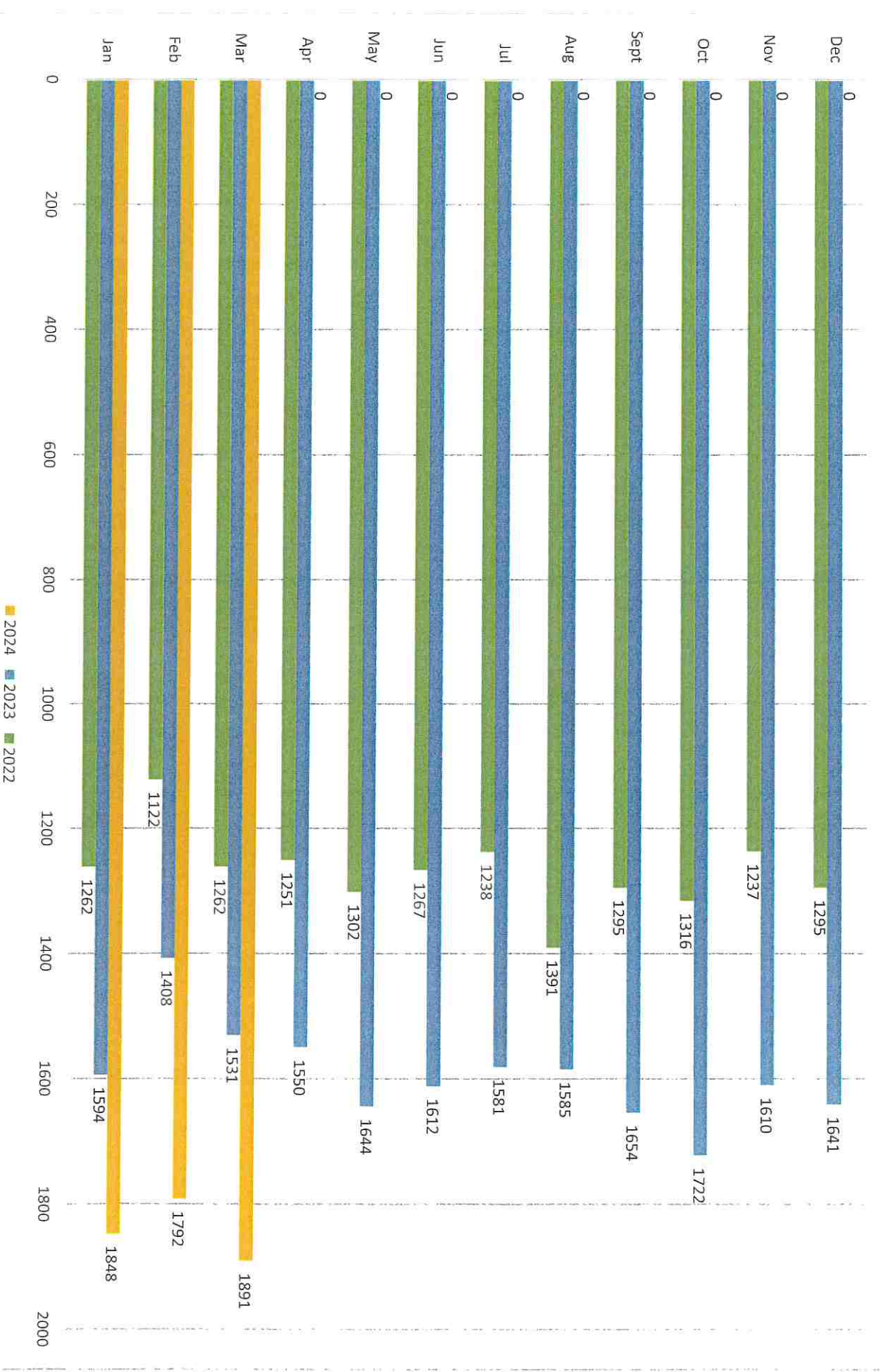


- Slinger
- Wash Co Non-Lib
- Wash Co Cities
- Outside Washington Co
- Digital Circulations

3 Year Physical Circulations



3 Year Digital Circulation Libby & Hoopla



March 2024 Programs

Preschool Story Times (Young Child, 0-5)

Date	Program	Count
3/5/2024	Lil Bookworms Story Time (Eric Carle)	8
3/6/2024	Lil Bookworms Story Time (Eric Carle)	32
3/7/2024	Little Hearts Story Time (forest animals)	14
3/12/2024	Lil Bookworms Story Time (Pete the Cat)	9
3/13/2024	Lil Bookworms Story Time (Pete the Cat)	24
3/15/2024	Little Hearts Story Time (St. Patrick's Day)	12
3/19/2024	Lil Bookworms Story Time (Mo Willems' Pigeon)	10
3/20/2024	Lil Bookworms Story Time (Mo Willems' Pigeon)	18
3/21/2024	Little Hearts Story Time (Spring)	13
3/22/2024	St. Paul Story Time (Pete the Cat)	20
3/26/2024	Lil Bookworms Story Time (Llama Llama)	9
3/27/2024	Lil Bookworms Story Time (Llama Llama)	27
	Total Programs	12
	Total Count	196

Preschool Crafts (Young Child, 0-5)

Date	Program	Count
3/5/2024	Lil Bookworms Craft (fruit hole punch activity)	4
3/6/2024	Lil Bookworms Craft (fruit hole punch activity)	16
3/7/2024	Little Hearts Craft (animal forest scene)	12
3/12/2024	Lil Bookworms Craft (Pete the Cat headband)	4
3/13/2024	Lil Bookworms Craft (Pete the Cat headband)	14
3/15/2024	Little Hearts Craft (shamrock decorating)	10
3/19/2024	Lil Bookworms Craft (pigeon bathtub)	5
3/20/2024	Lil Bookworms Craft (pigeon bathtub)	11
3/21/2024	Little Hearts Craft (bird nests)	11
3/22/2024	St. Paul Craft (Pete the Cat headband)	18
3/26/2024	Lil Bookworms Craft (Llama pajamas)	6
3/27/2024	Lil Bookworms Craft (Llama pajamas)	13
	Total Programs	12
	Total Count	110

Elementary Programs (Child, 6-11)

Date	Program	Count
3/5/2024	Afternoon Adventurers (flapjack feast)	10
3/12/2024	Afternoon Adventurers (matchbox cars)	13
3/19/2024	Afternoon Adventurers (squishmallow party)	13
3/26/2024	Afternoon Adventurers (LEGO build)	13
	Total Programs	4
	Total Count	49

Teen Programs (Young Adult, 12-18)

Date	Program	Count
3/7/2024	Teen Thursdays (mental health art prints)	20
3/14/2024	Teen Thursdays (rainbow s'mores dip)	18
3/21/2024	Teen Thursdays (DIY foot scrub)	18
3/21/2024	TAB Meeting	7
3/28/2024	Teen Thursdays (teen hangout)	12
	Total Programs	5
	Total Count	75

Adult Programs

Date	Program	Count
3/4/2024	Senior Outreach (SV#4 - Lori)	18
3/9/2024	Crafternoon @ the Library (luninary)	22
3/11/2024	Devouring Book Cookbook Club (green/Irish food)	7
3/11/2024	Senior Outreach (SV#1 - Kelly)	13
3/18/2024	Senior Outreach (SV#3 - Abby)	11
3/18/2024	Monday Afternoon Book Club	10
3/19/2024	Pints & Pages Book Club	11
3/19/2024	Epicure Dinner Dash	16
3/22/2024	Morning Movie (The Color Purple)	0
3/25/2024	Senior Outreach (SV#2 - Carrie)	6
	Total Programs	10
	Total Count	114

Passive Programs

Date	Program	Count
3/1-3/28	March Scavenger Hunt	73
	Total Programs	1
	Total Count	73

Volunteers

Date	Program	Count
3/16/2024	Pokemon Party	3
	Total Programs	1
	Total Count	3

Family Programs

Date	Program	Count
3/16/2024	Family Program (Pokemon Party)	150
3/25/2024	Family Program (Hoppin' Good Time)	60
	Total Programs	2
	Total Count	210

Outreach	# of Programs	Attendance	
Ages 0-5	4	59	On-site
Ages 19+	4	48	Off-site
TOTALS	8	107	

Self-Directed	# of Programs	Attendance
Ages 0-5	12	110
Ages 6-11	1	73
TOTALS	13	183

	# of Programs	Attendance
Total In-Person Programs at Library	25	537
Outreach (on-site & off-site)	8	107
Self-Directed	13	183
TOTALS	46	827

March minutes of the Slinger Community Library Board

Monday, March 11, 2024

The meeting of Slinger Community Library Board of Trustees of the Village of Slinger was called to order by Library Board President Marlyss Thiel at 218 Slinger Road, Slinger, WI at 4:31pm on March 11, 2024 in accordance with Notice of Meeting delivered to members on March 8, 2024.

Roll Call and Confirmation of Open Meetings Law:

	<u>Present</u>	<u>Absent</u>
Marlyss Thiel	X	
Donna Moldenhauer (excused)		X
David Waterman	X	
Jane Hignite (excused)		X
Beth Lighthizer (excused)		X
Katherine Tobey	X	
Kent Voll	X	
	<hr/> 4	<hr/> 3

Also present:

Leslie Schultz, Library Director

I. Open for Public Comment: No public comments were shared

II. Director's Report

A. Circulation and Library Use Statistics- February 2024

Monthly statistics 2023 vs 2024

Director Schultz stated total circulations, digital (Hoopla & Libby) and physical were 10,597 with physical circulations at 8,805 and digital at 1,792. Physical circulations increased 38% (2,428 items) from February 2023. Digital circulations increased 27% (384 items) from February 2023. Patron count was 2,204 an increase of 7% (144 patrons) from February 2023.

- a. "Leap into More Check Outs" February Promotion: Director Schultz stated the promotion was a success which resulted in 38% increase in check outs for February.
- b. Library of Things Collection: Director Schultz stated 14 more items were added to LOT with more to come.
- c. Health kits with Aurora Health Care: Director Schultz stated working with a \$1000 grant to create 5 kits focusing on the health needs of the community. Director Schultz hoped to release the kits in May after a "See.Touch.Learn" program.
- d. IEEE STEAM Grant: Director Schultz stated she applied for a \$2000 grant to purchase STEAM kits for all ages.
- e. Website Reminders: Director Schultz gave a tour of the library's website focusing on the "About" page, the "Library of Things" page, and the FOSL page.
- f. Book Bundles & Crafts on the Go kits: Director Schultz stated there are book bundles and Crafts on the Go, for all ages, for check out.

B. Library Program Report- February 2024

Director Schultz shared the 80 children and their caregivers attended the Little Switzerland Storytime. Director Schultz mentioned there will be two family events in March and two family events April.

C. FOSL fundraisers

Director Schultz stated the Friends group will have 3 fundraisers in the future: Pi(e) Day, Aspen Sky Trivia Night, and Gehring's Meat sale. Director Schultz also mentioned a \$1000 donation from Mary Krall and Trustee Voll started the Library Board/FOSL liaison roll.

III. New Business

i. Minutes of February 19, 2024 meeting

Motion by Tobey/Voll to accept minutes as presented. Motion carried.

iv. February Financial/Vouchers Reports

Motion by Tobey/Waterman to accept vouchers. Motion carried.

V. Announcements:

A. Next Meeting Date: Monday, April 8, 2024 at 4:30pm

VI. Adjourn Meeting

Motion by Voll/Waterman to adjourn at 6:06pm. Motion carried.

Respectfully Submitted, Leslie Schultz, Library Director

VOUCHERS March 2024

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

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
3/31/2024	DEMCO	Processing Supplies	\$93.74		\$2,626.02	\$2,650.00
3/31/2024	Amazon	Refund-office supplies		\$22.03	\$2,532.28	
3/31/2024	Amazon	Refund-office supplies	\$22.03		\$2,532.28	
3/31/2024	Walmart	Craft and office supplies	\$13.55		\$2,518.73	
3/31/2024	Walmart	LOT storage	\$15.04		\$2,503.69	
3/31/2024	Dollar General	Batteries	\$11.61		\$2,492.08	
3/31/2024	Amazon	Label maker, power supply, tape	\$54.78		\$2,437.30	8.00%
		TOTAL SPENT	\$232.78			

230-00-55110-310-000 Central Services

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
1/31/2023	Village of Slinger		\$28,632.00		\$28,632.00	\$28,632.00
		TOTAL SPENT	\$28,632.00		\$0.00	100.00%

230-00-55110-320-000 Programs

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
3/31/2024	Piggly Wiggly	TN & YTH Feb Program Supplies	\$53.30		\$5,104.54	\$5,650.00
3/31/2024	Walmart	TN Feb program Supplies	\$28.25		\$5,051.24	
3/31/2024	Kathleen Barbian	Jan-Mar Adult program supplies-Crafternoon @ the Library	\$146.14		\$5,022.99	
3/31/2024	Amazon	Storage bags for Craft on the Go	\$7.54		\$4,876.85	
3/31/2024	Shawna Jesse/Aldi	AD Program Supplies-Dinner Dash	\$46.41		\$4,869.31	
3/31/2024	Caleb Strutz	SLP Family Event June 19th (reimbursement from Westbury Bank)	\$395.00		\$4,822.90	
		TOTAL SPENT	\$676.64			22.00%

230-00-55110-325-000 Marketing

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
3/31/2024	Amazon	Thermometer Goal setting Chart	\$36.99		\$1,650.00	\$1,650.00
		TOTAL SPENT	\$36.99		\$1,613.01	2.20%

230-00-55110-330-000 Training

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
3/31/2024	Coffeeville	Washington Cty Director's meeting	\$16.87		\$3,000.00	\$3,000.00
		TOTAL SPENT	\$16.87		\$2,983.13	0.60%

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

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
3/31/2024	Walmart	Shelf for craft room	\$79.00		\$300.00	\$300.00
3/31/2024	Amazon	Seville shelf with 16 bins	\$229.99		\$221.00	
		TOTAL SPENT	\$308.99		\$-87.99	102.90%

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

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
1/31/2023	Village of Slinger		\$43,048.00		\$43,048.00	\$43,048.00
		TOTAL SPENT	\$43,048.00		\$0.00	100.00%

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

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
					\$14,161.38	\$14,184.00
3/31/2024					\$14,161.38	0.20%
		TOTAL SPENT	\$0.00			

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

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
3/31/2024	Ingram	CH & AD Prints	\$1,087.11		\$29,768.91	\$32,269.00
3/31/2024	Midwest Tape	AD Book on CD	\$52.99		\$28,681.80	
3/31/2024	Amazon/Walmart	DVDs/Video Games	\$363.38		\$28,628.81	
3/31/2024	Harley Davidson Museum	Attraction Passes	\$500.00		\$28,265.43	
3/31/2024	Hoopla	Digital Content	\$354.77		\$27,765.43	
		TOTAL SPENT	\$2,358.25		\$27,410.66	15.10%

230-00-55110-830-000 Technology

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
3/31/2024	Amazon	cables for new computers	\$20.97		\$5,000.00	\$5,000.00
		TOTAL SPENT	\$20.97		\$4,979.03	1.00%

230-00-55110-101-000 Salary/Wages

Date	Description	YTD Actual	Budget	Unexpended	% Used
3/31/2024	FT Wages	\$24,653.59	\$114,166.21		21.6%
3/31/2024	P/T Wages (w/benefits)	\$11,750.66	\$59,555.06		19.7%
3/31/2024	P/T Wages	\$12,446.90	\$57,774.60		21.5%
		\$48,851.15	\$231,495.87		21.1%

Monthly Deposit 2024

Slinger Community Library Total Monthly Deposit *(minus sales Tax)*

January	\$ 617.56	April	\$ -	July	\$ -	Oct	\$ -
February	\$ 382.68	May	\$ -	August	\$ -	Nov	\$ -
March	\$ 323.75	June	\$ -	Sept	\$ -	Dec	\$ -
						Total	\$ 1,323.99

Fines/Fees Monthly Deposit		Services Monthly Deposit		Donations Monthly Deposit			
<i>Late fines (other libraries), lost item fees, missing pieces, replacement costs</i>		<i>Copies - Faxing - Replacement Cards - CC Coffee Snacks</i>			<i>Regular</i>	<i>Building & Offset</i>	<i>Other</i>
January	\$ 45.12	January	\$ 167.38	January	\$ -	\$ 414.00	\$ -
February	\$ 221.74	February	\$ 116.76	February	\$ -	\$ -	\$ 50.41
March	\$ 141.95	March	\$ 181.80	March	\$ -	\$ -	\$ -
April	\$ -	April	\$ -	April	\$ -	\$ -	\$ -
May	\$ -	May	\$ -	May	\$ -	\$ -	\$ -
June	\$ -	June	\$ -	June	\$ -	\$ -	\$ -
July	\$ -	July	\$ -	July	\$ -	\$ -	\$ -
August	\$ -	August	\$ -	August	\$ -	\$ -	\$ -
September	\$ -	September	\$ -	September	\$ -	\$ -	\$ -
October	\$ -	October	\$ -	October	\$ -	\$ -	\$ -
November	\$ -	November	\$ -	November	\$ -	\$ -	\$ -
December	\$ -	December	\$ -	December	\$ -	\$ -	\$ -
Total	\$ 408.81	Total	\$ 465.94	Total	\$ -	\$ 414.00	\$ 50.41

SCL Fine Free 9/1/2023

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: \$27,163.87

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: \$102,004.47

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: \$29,314.31

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

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 at 3.56%
\$100,000 @ Forte Bank at 4.0%
Balance: \$533,538.32

Library Reserve Funds- Certificate H held at Forte Bank
Balance: \$27,163.87

Cash and Investments- Funds made up of our operating costs and unused funds from previous years.
Balance: \$369,223.05

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 4/4/2024 by LAS

[illegible]