



Slinger Community Library Board of Trustees
Village Community Room, located at 218 Slinger Rd
Monday, May 13, 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, – April 2024
 - B. Library Program Report: April 2024
 - C. Friends of Slinger Library Update
 - D. 2024 Summer Learning Program
 - E. Library Grants update
- III. **New Business**
 - A. Review and Action
 - i. Minutes of April 8, 2024 meeting
 - ii. April Financial/Vouchers Report
 - iii. August Library Board meeting-date change
- IV. **Announcements**
 - A. Next Meeting Date: Monday, June 17, 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, May 10, 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, May 13, 2024

Re: Agenda for Monday, 10, 2024

II. DIRECTOR' S REPORT

A. Circulation and Library Use Statistics-April 2024

Monthly statistics 2023 vs 2024

April total circulations, digital (Hoopla & Libby) and physical were 8,783 with physical circulations at 6,925 and digital at 1,858. Physical circulations increased 9.2% (587 items) from April 2023. Digital circulations increased 19.8% (308 items) from April 2023. Patron count was 2,698 an increase of 29% (609 patrons) from April 2023.

B. Library Program Report-April 2024

Please see the attached April program reports. Youth Services Librarian will speak on her May visits to the schools.

C. Friends of Slinger Library update

- a. Aspen Sky Trivia Night raised \$340, Pie Day raised \$1,032.89
- b. FOSL received 3 donations: \$1000 from Mary Krall, \$500 from a Charities Aid Foundation, & \$1,200 from anonymous donor
- c. Gehrings Meat sale started April 22nd and ends May 28th.
- d. 23 members
- e. Placing a recycling bin at Community Park for aluminum can collection
- f. Trustee Kent can report on other business
- g. Future Fundraisers: Book Sale in August, Silent Auction in October, Election Bake Sale in November

D. 2024 Summer Learning Program

Dates: June 10th-July 27th

Theme: Adventures begin at your Library

Youth Services Librarian will speak on the youth programs for SLP and her outreach to the daycares and surrounding communities during the Summer

E. Library Grant Updates

- a. IEEE Grant: \$2000 for STEAM Kits- Youth Services Library will speak on this grant
- b. Aurora Health Care Grant: \$1000 to purchase items for 4 health Kits: Heart Health, AED/CPR, Diabetes, Staying Healthy
- c. Slinger Kiwanis Club Sponsorship: The Slinger Kiwanis Club has donated \$275 to purchase items for the Mental Health Kit
- d. WiLS Ideas to Action Grant: Currently applying to create a partnership with The Volunteer Center of Washington County and their Kindness Projects
- e. WI Flexible Facilities Program Grant: Library Expansion project, maximum award amount is \$4,250,000. Deadline to apply is July 11th 2pm and monies awarded October 1, 2024

III. NEW BUSINESS

iii. August Library Board meeting-date change

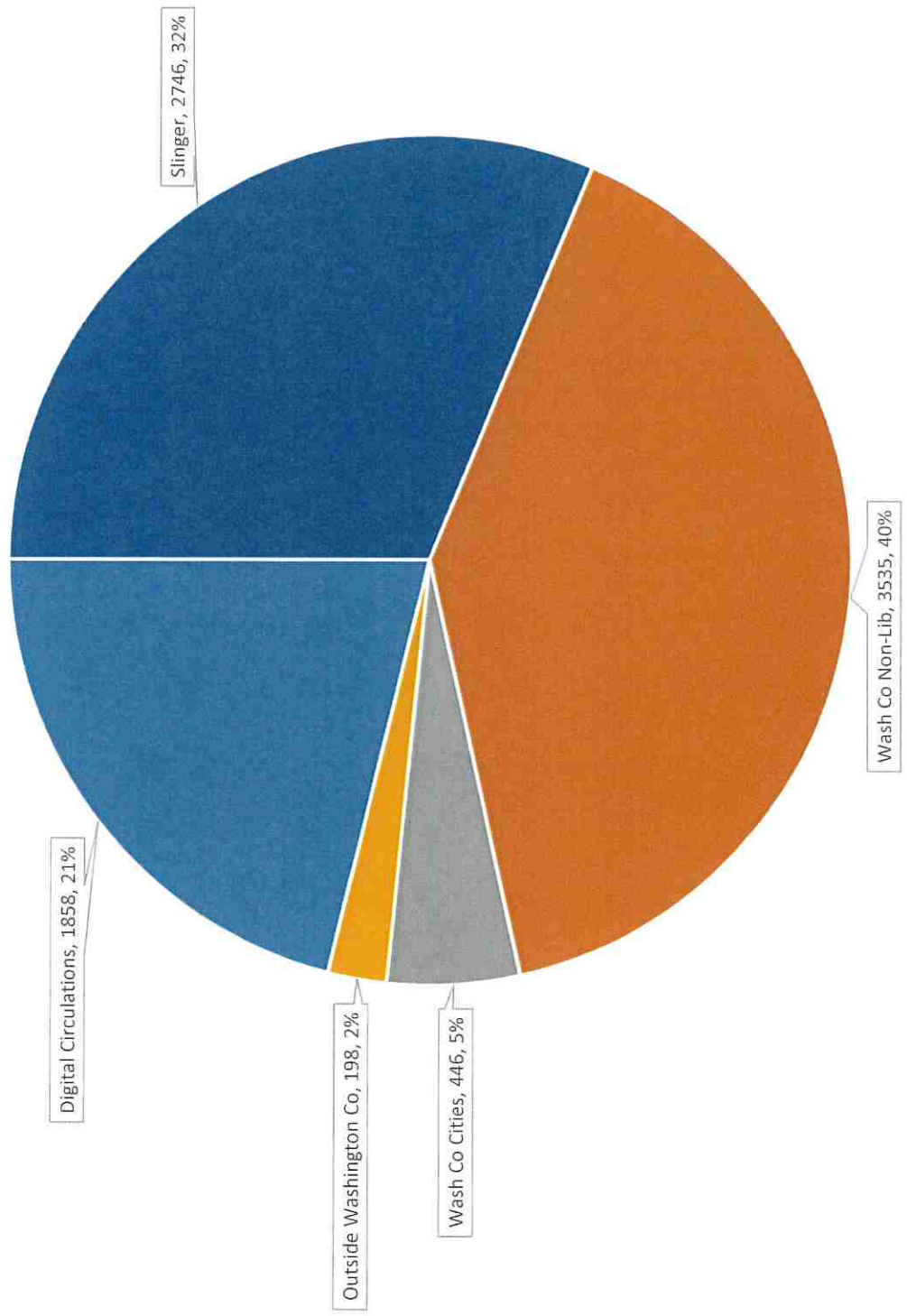
The August Library Board meeting falls on Monday, August 12th which is the day before elections. Village staff have requested we please hold our meeting in another location because they would like to set up that evening for elections. Unfortunately, the Library Gather Room will be used to set up for the Book Sale. I would recommend changing the date to Monday, August 19.

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.

April Slinger Library Statistics

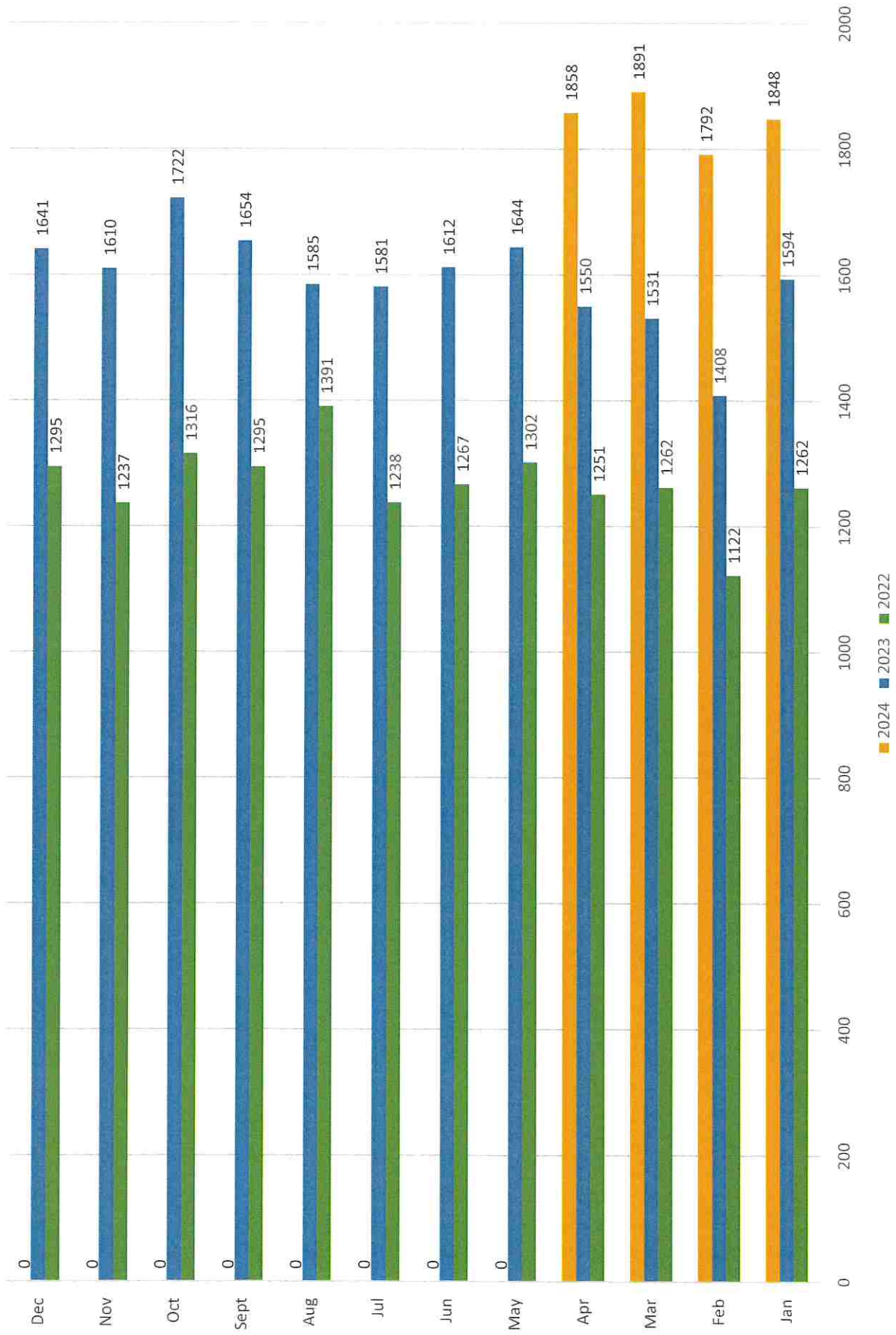
	2022		2023		2024	
Circulation Activity	Month	Yr End	Month	Yr End	Month	YTD
Number of Days Open	24	293	23	295	26	98
Patron Count	2,004	26,121	2,089	28,637	2,698	9,484
New Cards Issued	45	371	19	386	38	125
Physical	Month	Yr End	Month	Yr End	Month	YTD
Items Checked Out	7,187	84,970	6,338	83,715	6,925	29,580
Items Checked In	6,234	72,453	5,913	72,831	6,905	26,615
Holds Placed	1,888	21,046	1,709	21,595	1,876	7,382
Library of Things Check Outs (LOT)	NA	NA	107	1,850	195	704
Digital	Month	Yr End	Month	Yr End	Month	YTD
Libby & Overdrive Checkouts	1,117	13,615	1,365	16,861	1,696	6,732
Hoopla	134	1,587	185	2,271	162	657
Databases	Month	Yr End	Month	Yr End	Month	YTD
AtoZ Databases Logins (canceled for 2024)	116	2,340	98	1,194	NA	NA
Ancestry.com Logins	30	352	23	319	10	68
Universal Classes	4	54	NA	NA	446	2,914
Transparent Lang.(Pronunciator Exp2023)	0	28	NA	NA	0	23
Breakdown of Check Out Numbers	Month	Yr End	Month	Yr End	Month	YTD
Slinger	3,000	34,942	2,449	35,202	2,746	11,712
Wash Co Non Lib	3,565	43,413	3,506	41,980	3,535	15,338
Wash Co Cities	525	4,973	268	4,752	446	1,862
Outside Wash Co	97	1,639	115	1,768	198	668
Total Circulation Digital & Physical	Month	Yr End	Month	Yr End	Month	YTD
	8,438	100,205	7,888	102,667	8,783	36,969
Interlibrary Loan Activity-WISCAT	Month	Yr End	Month	Yr End	Month	YTD
Borrower - Requests from SL Patrons	8	97	19	138	12	57
Lender - Requests from other libraries	5	35	4	40	2	8
Library Programming	Month	Yr End	Month	Yr End	Month	YTD
Adult/Other Programs	8	79	5	97	10	39
Adult Program Attendance	41	710	48	895	97	370
Adult Self Directed Programs	0	2	1	2	1	1
Adult Self Directed Participation	0	159	77	195	57	57
Teen Programs	6	50	5	50	6	15
Teen Program Attendance	60	322	71	313	331	479
Teen Self Directed Programs	0	1	0	0		0
Teen Self Directed Attendance	0	54	0	0		0
Childrens Programs	12	163	24	209	22	53
Childrens Programs Attendance	169	2,993	266	3,399	307	1,036
Childrens Self Directed Programs	4	84	15	138	15	41
Childrens Self Directed Attendance	110	1,407	184	2,101	194	1,531
Other Library Services Offered	Month	Yr End	Month	Yr End	Month	YTD
Wifi Logins	441	5,928	587	7,269	728	728
Internet Logins	69	926	90	1,120	107	414
PAC Logins	1,416	18,497	1,541	17,822	1,462	5,506
Other Library Statistics	Month	Yr End	Month	Yr End	Month	YTD
Community Meetings	2	31	5	110	4	14
Community Meetings Attendance	11	307	50	402	60	186
Facebook Reach	2,155	45,210	2,700	47,891	4,754	14,236
Website Visits	4,311	61,575	20,683	137,961	14,168	53,766
Number of Volunteers	0	28	0	50	1	15
Volunteer Hours	0.00	40.50	0.00	61.00	1.00	15.00
Reference Statistics	Month	Yr End	Month	Yr End	Month	YTD
Reference Questions	50	856	236	2,193	300	926
Computer & Technology Assistance	14	252	56	461	34	166

April 2024 Total Circulation 8,783
Physical 6,925 & Digital 1,858

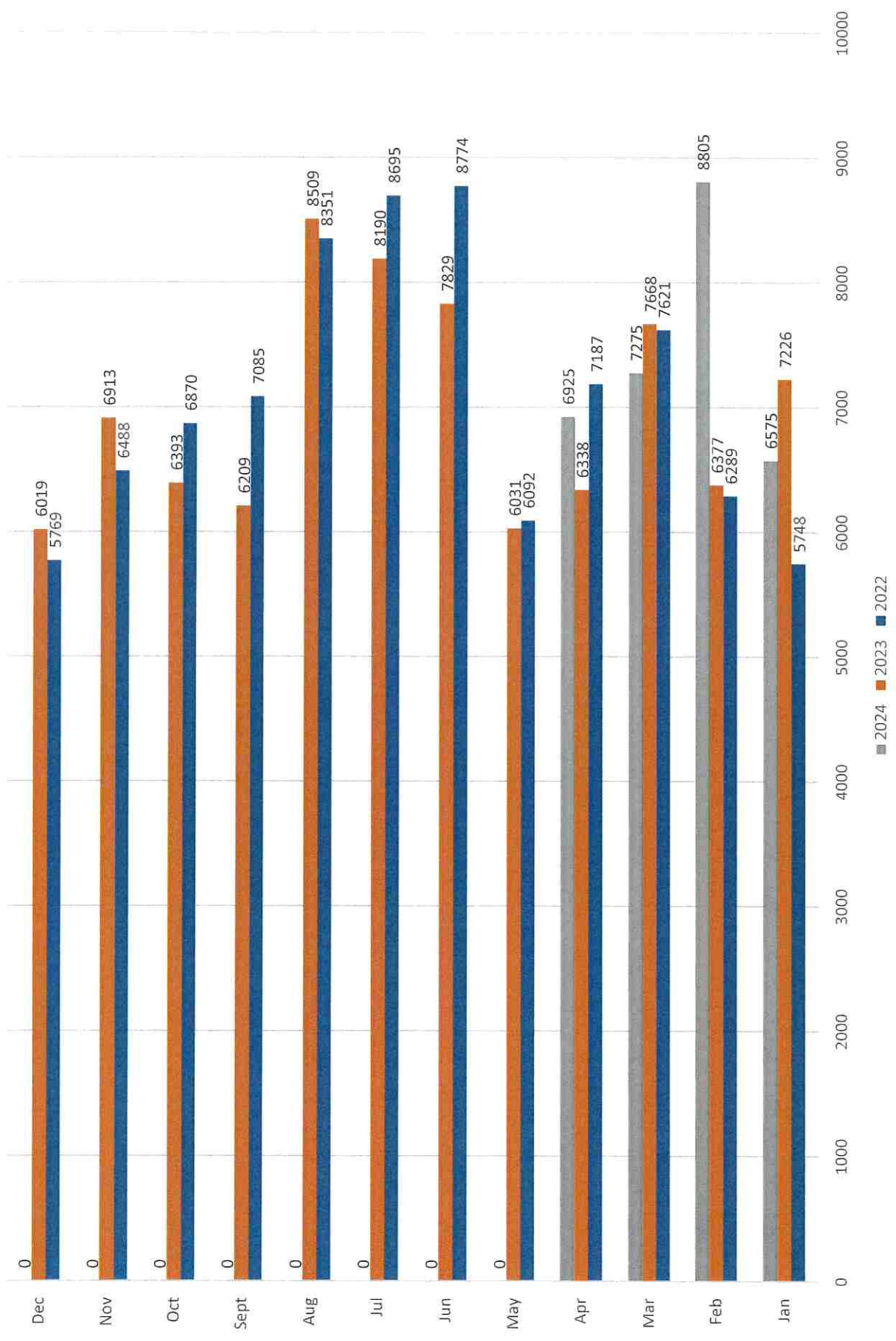


- Slinger
- Wash Co Non-Lib
- Wash Co Cities
- Outside Washington Co
- Digital Circulations

3 Year Digital Circulation Libby & Hoopla



3 Year Physical Circulations



APRIL 2024 Programs

Programs at the Library

	# of Programs	Attendance
ages 0-5	9	127
ages 6-11	5	46
ages 12-18	5	81
19+	6	57
general	2	151
TOTALS	27	462

Volunteers at the Library

# of volunteers	1
# of volunteer hours	1

Outreach

	# of Programs	Attendance	on/off site
ages 0-5	5	73	
ages 6-11	3	61	on site
ages 12-18	1	250	off site
19+	4	40	off site
general			
TOTALS	13	424	

Self-Directed

	# of Programs	Attendance
ages 0-5	14	127
ages 6-11	1	67
ages 12-18		
19+		
general	1	57
TOTALS	16	251

TOTALS	56	1137
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April minutes of the Slinger Community Library Board
Monday, April 8, 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 4:30pm on April 8, 2024 in accordance with Notice of Meeting delivered to members on April 4, 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	X	
Beth Lighthizer	X	
Katherine Tobey	X	
Kent Voll	X	
	<hr/> 6	<hr/> 1

Also present:

Leslie Schultz, Library Director

Margaret Wilber, Village Administrator

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

II. Director's Report

A. Circulation and Library Use Statistics- March 2024

Monthly statistics 2023 vs 2024

Director Schultz stated 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

Director Schultz shared the March Programs report and let the Library Board know of two future programs in April: Eclipse Watch Party on Monday April 8th and the Taylor Swift Party on Saturday, April 20th.

C. National Library Week

Director Schultz stated National Library Week will be celebrated Sunday, April 7th-Saturday, April 13th with Library Staff Appreciation Day on Tuesday, April 9th. Director Schultz stated staff will receive a \$10 gift card to Culver's from Library funds from an anonymous donor and a snackle box filled with goodies from Library Director.

D. Wisconsin Association of Public Libraries Conference

Director Schultz stated she will be attended the WAPL Conference May 1st -May 3rd paid for by an LSTA grant.

E. Community Resources List

Director Schultz shared a community resource list and asked for additions.

III. New Business

i. Minutes of March 11, 2024 meeting

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

ii. March Financial/Vouchers Reports

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

iii. June Library Board Meeting-date change

Motion by Lighthizer/Hignite to approve changing the Library Board meeting in June to June 17th.
Motion carried.

V. Announcements:

A. Next Meeting Date: Monday, May 13, 2024 at 4:30pm

VI. Adjourn Meeting

Motion by Voll/Waterman to adjourn at 4:50pm. Motion carried.

Respectfully Submitted, Leslie Schultz, Library Director

VOUCHERS April 2024

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

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
4/30/2024	Amazon	Case for Hot Spot	\$15.99		\$2,437.30	\$2,650.00
4/30/2024	Walmart	Office Supplies-calendars	\$12.66		\$2,424.64	
4/30/2024	Walmart	office supplies	\$24.28		\$2,399.36	
4/30/2024	Amazon	office supplies-book bundles	\$22.97		\$2,376.39	
4/30/2024	Amazon	LOT storage-3 slow cooker	\$16.99		\$2,359.40	
4/30/2024	Amazon	office supplies-book bundles	\$15.99		\$2,343.41	
4/30/2024	Amazon	office supplies-LOT display wall	\$12.99		\$2,330.42	
4/30/2024	Amazon	Roku storage cases	\$59.21		\$2,271.21	
4/30/2024	Amazon	LOT labels and tags	\$30.39		\$2,240.82	16.10%
		TOTAL SPENT	\$211.47			

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
4/30/2024	The Crafty Mom w/ 6 kids	AD APR Program Supplies	\$206.76		\$4,427.90	\$5,650.00
4/30/2024	Amazon	YTH Program Supplies-PBS Grant	\$28.20		\$4,399.70	
4/30/2024	Amazon	YTH Program Supplies-PBS Grant	\$36.88		\$4,362.82	
4/30/2024	ALDI	YTH Program Supplies-Hoppin' Good Time	\$11.99		\$4,350.83	
4/30/2024	Fleet Farm	AD Program Supplies-April	\$15.70		\$4,335.13	
4/30/2024	Dollar Tree	YTH Program Supplies-Soalr Eclipse Watch Party	\$11.25		\$4,323.88	
4/30/2024	Piggly Wiggly	AD Program Supplies-February Promotion	\$25.00		\$4,298.88	
4/30/2024	Amazon	AD Program-February promotion-cancelled this order	\$50.00		\$4,248.88	
4/30/2024	Festival Foods	AD Program-February promotion-cancelled this order		\$50.00	\$4,298.88	
4/30/2024	Walmart	YTH Program Supplies-March	\$16.94		\$4,281.94	
4/30/2024	Amazon	Program supplies-craft on the go kits	\$28.67		\$4,253.27	
4/30/2024	Amazon	Program supplies-craft on the go kits	\$14.06		\$4,239.21	28.70%
		TOTAL SPENT	\$445.45			

230-00-55110-325-000 Marketing

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
					\$ 1,613.00	\$1,650.00
		TOTAL SPENT	\$0.00		\$ 1,613.00	2.20%

230-00-55110-330-000 Training

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
					\$ 2,993.13	\$3,000.00
4/30/2024	Wisconsin Library Association	Wisconsin Association of Public Libraries Conference-Steven's Point (reimbursed through LSTA Grant)	\$465.00		\$ 2,528.13	
4/30/2024	Holiday Inn Steven's Point	Wisconsin Association of Public Libraries Conference lodging-Steven's Point (reimbursed through LSTA Grant)	\$239.32		\$ 2,288.81	
4/30/2024	Wisconsin Library Association	HC -WLA Renewal	\$84.00		\$ 2,204.81	
4/30/2024	Perc Place	Directors Council Lunch	\$25.54		\$ 2,179.27	
4/30/2024	Leslie Schultz	WAPLConference Mileage (reimbursed through LSTA Grant)	\$159.46		\$ 2,019.81	33.10%
		TOTAL SPENT	\$973.32			

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

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
					-\$8.99	\$300.00
		TOTAL SPENT	\$ -			102.90%

VOUCHERS April 2024

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
		TOTAL SPENT	\$0.00		\$14,161.38	0.20%

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

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
					\$27,410.66	\$32,269.00
4/30/2024	Ingram	CH & AD Prints	\$1,078.00		\$26,332.66	
4/30/2024	Midwest Tape	AD Book on CD	\$92.97		\$26,239.69	
4/30/2024	Amazon/Walmart	DVDs/Video Games	\$90.41		\$26,149.28	
4/30/2024	MOWA/Schlitz Audobon Nature	Attraction Passes	\$190.00		\$25,959.28	
4/30/2024	Hoopla	Digital Content	\$321.81		\$25,637.47	
4/30/2024	LOT collection additions		\$492.43		\$25,145.04	22.10%
		TOTAL SPENT	\$2,265.62			

230-00-55110-830-000 Technology

Date	Description	Invoice #	Debit	Credit	Balance	% used of Budget
					\$4,979.03	\$5,000.00
4/30/2024	Amazon	cables for new computers/monitors	\$ 30.61		\$4,948.42	1.10%
		TOTAL SPENT	\$30.61			

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

Date	Description	YTD Actual	Budget	Unexpended	% Used
3/31/2024	F/T Wages	\$37,827.19	\$114,166.21		33.1%
3/31/2024	P/T Wages (w/benefits)	\$17,850.56	\$59,555.06		30.0%
3/31/2024	P/T Wages	\$18,765.01	\$57,774.60		32.5%
		\$74,442.76	\$ 231,495.87		32.1%

Monthly Deposit 2024

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

January	\$ 617.56	April	\$ 814.45	July	\$ -	Oct	\$ -	
February	\$ 382.68	May	\$ 57.54	August	\$ -	Nov	\$ -	
March	\$ 323.75	June	\$ -	Sept	\$ -	Dec	\$ -	
							Total	\$ 2,195.98

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	\$ 128.95	April	\$ 151.87	April	\$ 533.63	\$ -	\$ -
May	\$ 23.94	May	\$ 33.60	May	\$ -	\$ -	\$ -
June	\$ -	June	\$ -	June	\$ -	\$ -	\$ -
July	\$ -	July	\$ -	July	\$ -	\$ -	\$ -
August	\$ -	August	\$ -	August	\$ -	\$ -	\$ -
September	\$ -	September	\$ -	September	\$ -	\$ -	\$ -
October	\$ -	October	\$ -	October	\$ -	\$ -	\$ -
November	\$ -	November	\$ -	November	\$ -	\$ -	\$ -
December	\$ -	December	\$ -	December	\$ -	\$ -	\$ -
Total	\$ 561.70	Total	\$ 651.41	Total	\$ 533.63	\$ 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

