



Slinger Community Library Board of Trustees  
Village Community Room, located at 218 Slinger Rd  
Monday, March 10, 2025 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. **Old Business**
  - A. Capital Campaign Update and possible action thereon – Ken Reiser
  - B. Library Director Search Update – President Thiel
  
- III. **New Business**
  - A. Review and Action
    - i. Minutes of February 10, 2025 meeting
    - ii. February Financial/Vouchers Report
  
- IV. **Director's Report**
  - A. Circulation and Library Use Statistics, – February 2025
  - B. Library Program Report: February 2025
  - C. LifeVac Equipment (donation)
  - D. Library Collection Reorganization
  - E. Health/Wellness Kits
  
- V. **Closed Session**

Go into closed session pursuant to authorization conferred by Wis. Stat. sec. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Staff compensation review, Personnel job title & personnel matter)



**VI. Return to Open Session and take action on items from closed session**

**VII. Announcements**

Next Meeting Date: Monday, April 14, 2025 – 4:30 pm

**VIII. 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, March 7, 2025. 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: Lindy Fiste, Interim Library Director

Date: Friday, March 7, 2025

Re: Agenda for Monday, March 10, 2025

**II. Old Business**

- A. Ken Reiser will give an update on the Capital Campaign project.
- B. Marlyss Thiel will update on the Library Director search.

**III. New Business**

- A. Review and Action – the usual monthly items here

**IV. Director's Report**

**A. Circulation and Library Use Statistics- February 2025**

Monthly statistics 2024 vs 2025

February total circulations, digital (Hoopla & Libby) and physical were 8,330 with physical circulations at 6,362 and digital at 1,970. Physical circulations decreased\* 2,443 items from February 2024. Digital circulations increased 178 items from February 2024. Patron count was 2,481 an increase of 277 patrons from February 2024.

*\*February 2024 a month long check out incentive was held*

**\*\*Please note that on the February Slinger Library Statistics – I have separated out the Library Programming Statistics. Adults and Family/All ages programs were listed together. I'd like to show them more clearly exactly how many adult programs & how many family programs separately SCL has. The data from 2023 & 2024 results are "na" because of the change in how I am preparing the statistics.**

**B. Library Program Report- February 2025 – See Natalie's program report**

The rest of the director's report will be to update you on some of the newest things at SCL.

**V. Closed Session** – The board will go into closed session.

**Please let me know if there is anything else you need or questions you may have before our Library board meeting. Thank you!**

February Minutes of the Slinger Community Library Board  
Monday, February 10, 2025

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 4:31 pm on February 10, 2025 in accordance with Notice of Meeting delivered to members on February 7, 2025.

**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-excused
Beth Lighthizer	X	
Katherine Tobey	X	
Kent Voll		X-excused
	<hr/> 5	<hr/> 2

Also present:

Margaret Wilber, Village Administrator; Ken Reiser, Capital Campaign Chairman, Lindy Fiste Circulation Librarian/Interim Director

**I. Open for Public Comment:** Nothing was shared during public comment.

**II. Old Business**

A. Capital Campaign Update – Ken Reiser

Ken presented an update on the Capital Campaign project. While some aspects of this project are on hold waiting for concept drawings, there is still a lot of excitement and forward motion with the specific focus groups. A Slinger Community Foundation 501c3 has been applied for. This is an important step before fundraising efforts begin. All monies will be funneled and accounted for through the Slinger Community Foundation.

B. Library Director Search Update – President Thiel

President Thiel informed the Board that three new applications were received. The hiring committee will be meeting this week to discuss the second round of interviews from the first group of candidates.

**III. New Business**

**A. Review and Action**

i. Minutes of January 13, 2025 meeting

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

ii. January 2025 Financial/Vouchers Report

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



iii. 2024 Annual Report

Motion by Waterman/Lighthizer to approve 2024 annual report as presented. Motion carried.

iv. Addition of Beanstack Webservice & Mobile App

Discussion was had by Trustees and Interim Director Fiste.

Motion by Moldenhauer/Tobey to approve the purchase of Beanstack 2 year subscription. Motion carried.

**IV. Director's Report**

A. Circulation and Library Use Statistics – January 2025

\*Monthly statistics 2024 vs 2025\*

January total circulations, digital (Hoopla & Libby) and physical were 9,792 with physical circulations at 7,583 and digital at 2,209. Physical circulations increased 1,008 items from January 2024. Digital circulations increased 361 items from January 2024. Patron count was 2,667 an increase of 562 patrons from January 2024.

B. Library Program Report – January 2025

Interim Director Fiste shared the January programming report.

C. Clarification on Circulation Clerk Hours –

Interim Director Fiste thanked trustees for increasing clerk hours from 15 hours to 18 hours per week for one employee and stated that it would be a permanent increase.

**V. Announcements:**

A. Next Meeting Date: Monday, March 10, 2025 at 4:30pm.

**VI. Adjourn Meeting**

Motion by Lighthizer/Moldenhauer to adjourn meeting at 5:21pm. Motion carried.

Respectfully Submitted,  
Lindy Fiste, Circulation Librarian/Interim Director

# Board Report - YTD Expense Summary For:

**Feb-25**

Budget Category	Full Budget Code	Debit Amount	Credit Amount	Remaining Budget	% of Budget Used	Annual Budget
Library Supplies & Exp	230-55110-300-000	\$387.28		\$2,262.72	14.6%	\$2,650.00
Library Central Services	230-55110-310-000	\$7,609.27		\$22,825.73	25.0%	\$30,435.00
Library Programs	230-55110-320-000	\$423.11		\$5,226.89	7.5%	\$5,650.00
Library Marketing	230-55110-325-000			\$1,650.00	0.0%	\$1,650.00
Library Training	230-55110-330-000			\$3,000.00	0.0%	\$3,000.00
Library Repair & Maint	230-55110-350-000			\$300.00	0.0%	\$300.00
Library Central SVC-BLDG	230-55110-530-000	\$11,923.48		\$35,772.52	25.0%	\$47,696.00
Contracted Service Payments	230-55110-726-000			\$15,654.00	0.0%	\$15,654.00
Library Capital Outlay/Books	230-55110-800-000	\$2,791.88		\$34,487.29	7.5%	\$37,279.17
Library Technology	230-55110-830-000			\$3,000.00	0.0%	\$3,000.00
<b>Grand Total</b>		<b>\$23,135.02</b>		<b>\$124,179.15</b>	<b>15.7%</b>	<b>\$147,314.17</b>

# Board Report - Monthly Expense Detail For:

**Feb-25**

Budget Category	Full Budget Code	Vendor	Item Description	Debit Amount	Credit Amount
Library Supplies & Exp	230-55110-300-000	Amazon	Office Supplies	\$22.99	\$80.33
			Processing Supplies		\$93.88
			Supplies		\$79.99
		Demco	LifeVac for Office	\$110.09	
			Processing Supplies		\$387.28
<b>Library Supplies &amp; Exp Total</b>				<b>\$7,609.27</b>	
Library Central Services	230-55110-310-000	Village of Slinger	Administrative Services	\$7,609.27	
<b>Library Central Services Total</b>				<b>\$7,609.27</b>	
Library Programs	230-55110-320-000	Amazon	AD Programs	\$34.52	\$73.37
			program supplies		\$83.10
		Michaels	CH Programs	\$83.10	\$43.89
		Dollar Tree	AD Programs	\$43.89	
		Craft Receipts	AD Programs	\$183.23	
		Piggly Wiggly	program supplies	\$5.00	
<b>Library Programs Total</b>				<b>\$423.11</b>	
Library Central SVC-BLDG	230-55110-530-000	Village of Slinger	Rent	\$11,923.48	
<b>Library Central SVC-BLDG Total</b>				<b>\$11,923.48</b>	
Library Capital Outlay/Books	230-55110-800-000	Ingram	collections	\$1,092.68	\$491.76
		Amazon	health kit items	\$491.76	\$44.90
			DVDs/BluRays		\$312.53
			LOT Collections		

Budget Category	Full Budget Code	Vendor	Item Description	Debit Amount	Credit Amount
Library Capital Outlay/Books	230-55110-800-000	Amazon	Video Games Collections	\$214.22	
			Library of Things Collection	\$59.99	
		Hulu	Streaming Subscription	\$17.92	
		Netflix	Streaming Subscription	\$7.37	
		CrunchyRoll	Streaming Subscription	\$12.63	
		Maris	Wisconsin Books	\$200.43	
		Hoopla	Digital Services	\$267.45	
		Slinger High	2025 yearbook	\$70.00	
Library Capital Outlay/Books Total				\$2,791.88	
Grand Total				\$23,135.02	



## Monthly Deposit 2025

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

January	\$ 419.90	April	\$ -	July	\$ -	Oct	\$ -	
February	\$ 522.82	May	\$ -	August	\$ -	Nov	\$ -	
March	\$ -	June	\$ -	Sept	\$ -	Dec	\$ -	
							<b>Total</b>	<b>\$ 942.72</b>

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 - Coffee Snacks</i>			<i>Regular</i>	<i>Building &amp; Offset</i>	<i>Other</i>
January	\$ 263.57	January	\$ 164.54	January	\$ -	\$ -	\$ -
February	\$ 212.23	February	\$ 219.52	February	\$ 100.00	\$ -	\$ -
March	\$ -	March	\$ -	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	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 475.80</b>	<b>Total</b>	<b>\$ 384.06</b>	<b>Total</b>	<b>\$ 100.00</b>	<b>\$ -</b>	<b>\$ -</b>

SCL Fine Free 9/1/2023



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

Date	Description	YTD Actual	2025 Budget	% Used
2/28/2025	F/T Wages	\$ 8,588.64	\$ 116,321.00	7.4
2/28/2025	P/T Wages (w/benefits)	\$ 10,653.66	\$ 61,341.00	17.4
2/28/2025	P/T Wages	\$ 15,155.18	\$ 59,050.00	25.7
<b>Total</b>		<b>\$ 34,397.48</b>	<b>\$ 236,712.00</b>	<b>14.5</b>

## 2025 Library Accounts

### Building & Offset Reserves -

(Money Market acct)@ Forte Bank  
Capital offset funds received from Washington County require a 50/50 match & intended for capital expenditures.

**Balance: \$ 552,999.56**

### Library Reserve Funds - Certificate H at Forte Bank

**Balance: \$ 28,095.29**

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

**Balance: \$ 206,047.74**

Updated: 3/5/2025 LF

## SCL CD's

### **Certificate H** - at Forte Bank

15-month CD renewed on 12/5/2024  
Balance as of 12/5/2024: \$28,410.50  
Interest Rate: 4.00%  
Maturity Date: March 11, 2026  
**Balance: \$ 28,410.50**

### **Certificate J** - at Forte Bank

15-month CD opened on 8/30/2024  
Balance as of 8/30/2024: \$107,228.09  
Interest Rate: 4.5%  
Maturity Date: November 30, 2025  
**Balance: \$ 107,228.09**

### **Certificate M** - at Forte Bank

21-month CD opened on 12/20/2024  
Balance as of 12/20/2024: \$31,262.10  
Interest Rate: 3.75%  
Maturity Date: 9/20/2026  
**Balance: \$ 31,262.10**

### **Certificate N** - at Forte Bank

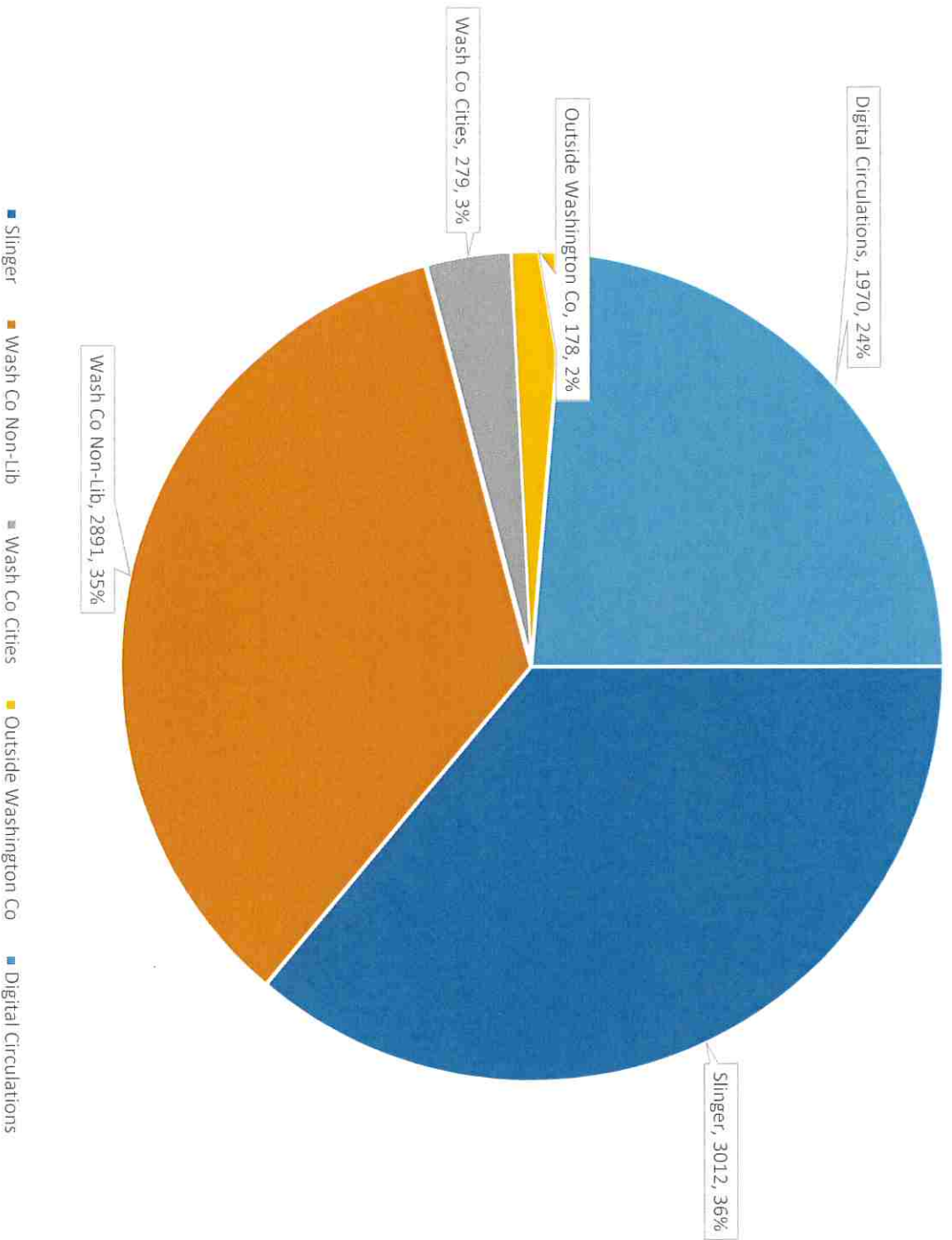
7-month CD opened on 10/14/2024  
Balance as of 10/14/2024: \$26,443.90  
Interest Rate: 5.00%  
Maturity Date: May 14, 2025  
**Balance: \$ 26,443.90**

## February Slinger Library Statistics

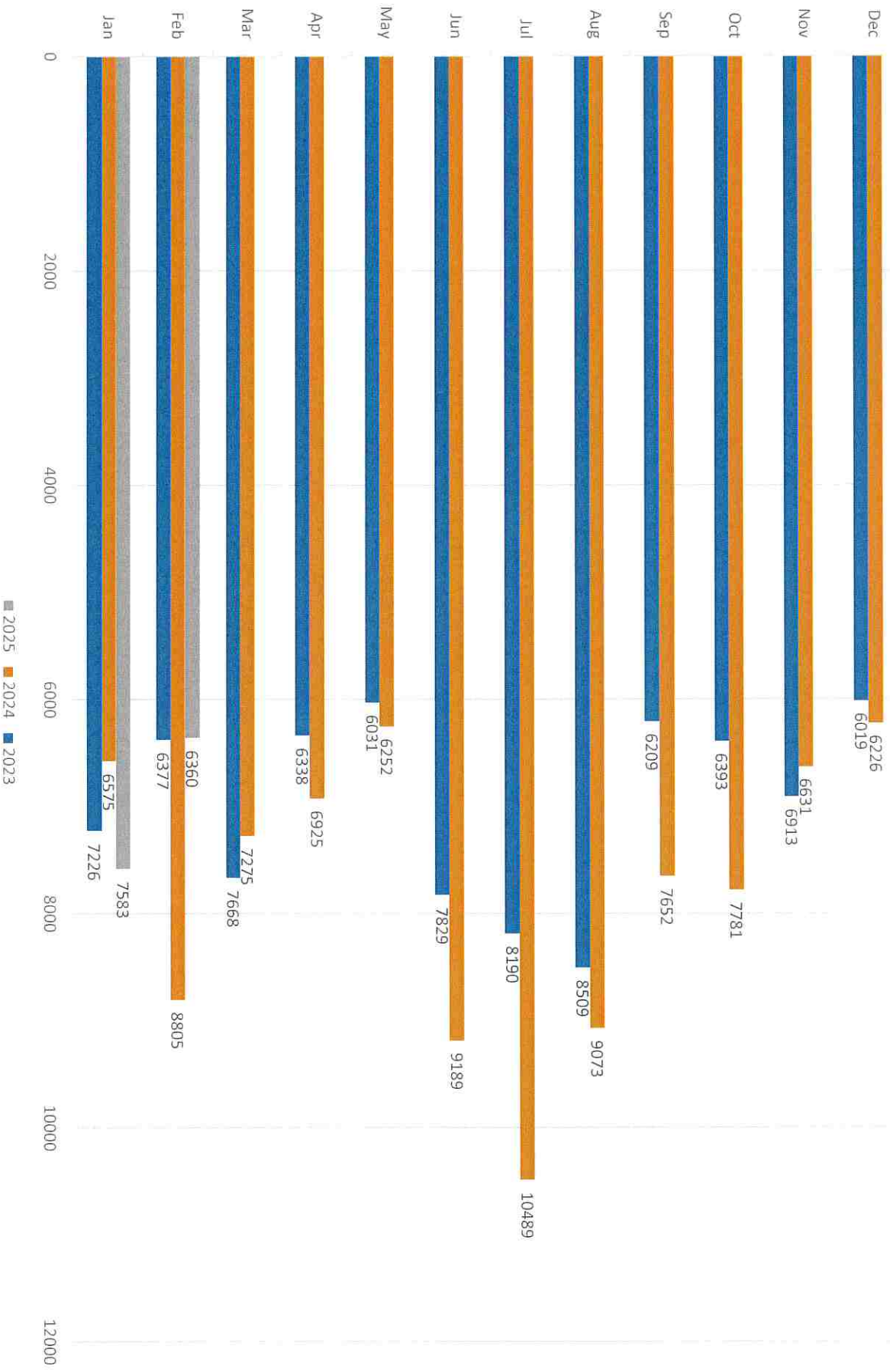
	2023		2024		2025	
	Month	Yr End	Month	Yr End	Month	YTD
<b>Circulation Activity</b>						
Number of Days Open	24	295	25	297	24	50
Patron Count	2,060	28,637	2,204	33,720	2,481	5,148
New Cards Issued	24	386	29	533	36	69
<b>Physical</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>YTD</b>
Items Checked Out	6,377	83,715	8,805	92,873	6,362	13,954
Items Checked In	5,727	72,831	7,339	85,411	6,110	12,844
Holds Placed	1,799	21,595	1,827	23,057	1,802	3,924
Library of Things Check Outs (LOT)	74	1,850	194	2,781	175	372
<b>Digital</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>YTD</b>
Libby & Overdrive Checkouts	1,227	16,861	1,642	20,047	1800	3,838
Hoopla	181	2,271	150	2,055	170	341
<b>Databases</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>YTD</b>
Ancestry.com Logins	34	319	18	94	0	-
Universal Classes	NA	NA	327	4,136	14	99
Transparent Lang.(Pronunciator Exp2023)	NA	NA	3	262	35	48
<b>Breakdown of Check Out Numbers</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>YTD</b>
Slinger	2,747	35,202	3,659	40,270	3012	6,675
Wash Co Non Lib	3,164	41,980	4,452	44,639	2891	6,295
Wash Co Cities	287	4,752	544	5,830	279	624
Outside Wash Co	179	1,768	150	2,134	178	349
<b>Total Circulation Digital &amp; Physical</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>YTD</b>
	7,785	102,667	10,597	114,975	8330	18,122
<b>Interlibrary Loan Activity-WISCAT</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>YTD</b>
Borrower - Requests from SL Patrons	11	138	14	163	15	43
Lender - Requests from other libraries	3	40	1	35	1	10
<b>Library Programming</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>YTD</b>
<b>Adults</b>	5	97	9	118	8	16
Adult Program Attendance	50	895	91	1,163	69	138
Adult Self Directed Programs	0	2	0	4	0	-
Adult Self Directed Participation	0	195	0	57	0	-
<b>Family/All Age Programs</b>	na	na	na	na	4	4
Family/All Age Attendance	na	na	na	na	130	130
All Age Self Directed Programs	na	na	na	na	4	4
All Age Self Directed Participation	na	na	na	na	128	128
<b>Teen Programs</b>	5	50	2	46	6	11
Teen Program Attendance	6	313	39	717	51	91
Teen Self Directed Programs	0	0	0	0	na	-
Teen Self Directed Attendance	0	0	0	0	na	-
<b>Childrens Programs</b>	21	209	7	205	9	20
Childrens Programs Attendance	232	3,399	178	3,356	196	381
Childrens Self Directed Programs	13	138	6	121	1	2
Childrens Self Directed Attendance	205	2,101	115	3,319	115	222
<b>Other Library Services Offered</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>YTD</b>
Wifi Logins	469	7,269	619	6,247		528
Internet Logins	88	1,120	97	1,307	114	213
PAC Logins	1,488	17,822	1,312	15,840	984	2,191
<b>Other Library Statistics</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>YTD</b>
Community Meetings	4	110	5	42	4	6
Community Meetings Attendance	76	402	67	492	49	59
Facebook Reach	2,190	47,891	2,491	57,928	1693	3,077
Website Visits	4,760	137,961	8,415	175,922	7287	30,969
Number of Volunteers	0	50	10	45	0	-
Volunteer Hours	0.00	61.00	10.00	61.00	0	-
<b>Reference Statistics</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>Yr End</b>	<b>Month</b>	<b>YTD</b>
Reference Questions	167	2,193	215	2,830	248	469
Computer & Technology Assistance	47	461	54	464	58	98



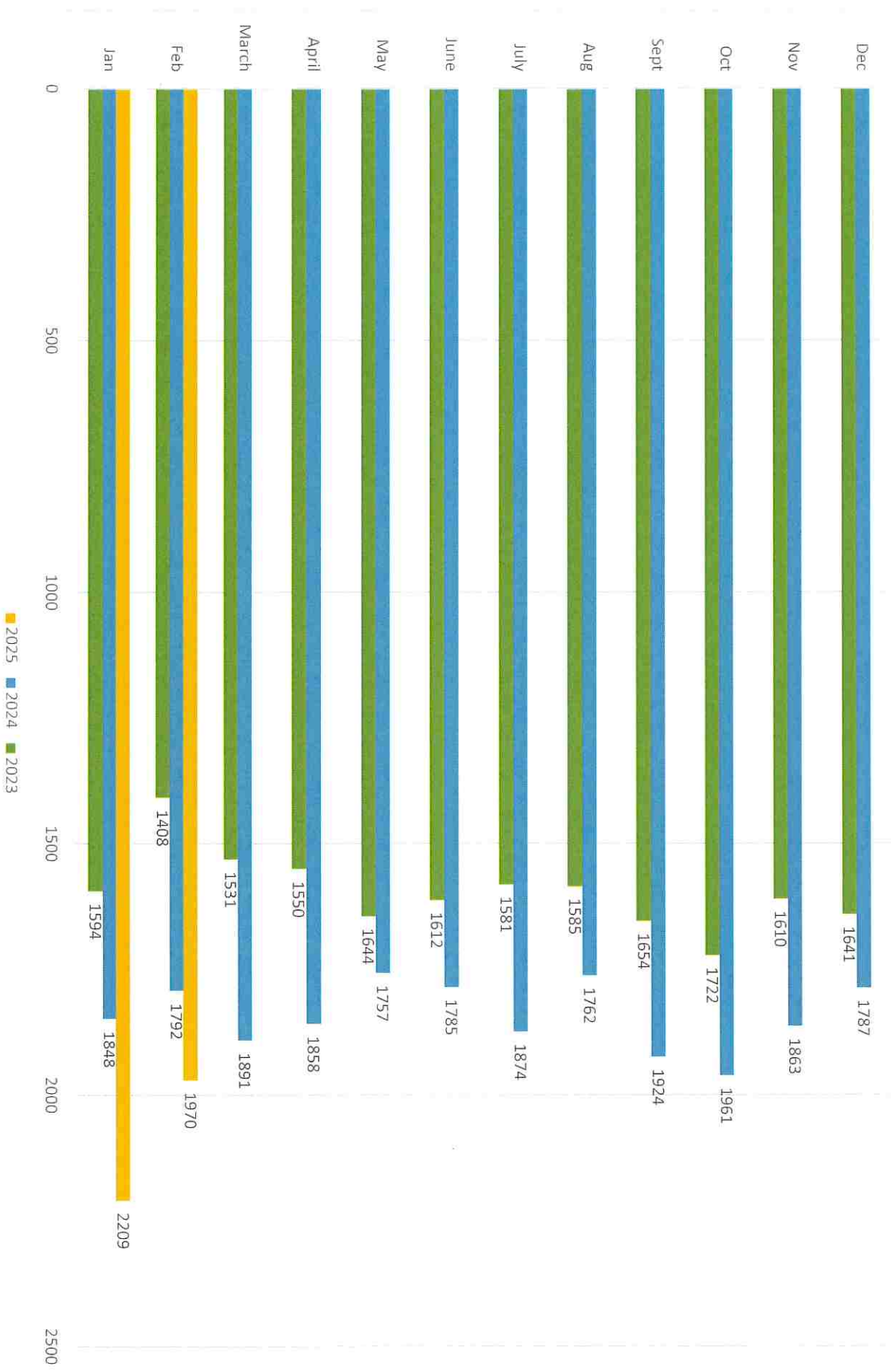
# February 2025 Total Circulation Physical 6,360 & Digital 1,970 = 8,330



### 3 year Physical Circulation



### 3 year Digital Circulation





## Programs Report compiled by Youth Services Librarian Natalie Maksimuk

### February 2025

<b>Adult Programs</b>	8	<b>All-Age/Family Programs</b>	4
Adult Program Attendance	69	All-Age Program Attendance	130
Adult Self-Directed Programs	n/a	All-Age Self-Directed Programs	4
Adult Self-Directed Participation	n/a	All-Age Self-Directed Participation	128
<b>Children's Programs</b>	9	<b>Teen Programs</b>	6
Children's Program Attendance	196	Teen Program Attendance	51
Children's Self-Directed Programs	1	Teen Self-Directed Programs	n/a
Children's Self-Directed Participation	115	Teen Self-Directed Participation	n/a

### February Program Highlights

We had some great turnout for family programs last month. Slinger schools were off for a long weekend, so I hosted Bingo and a showing of the movie Wicked. Lindy had to bring me extra chairs from the VCR because we had 77 patrons show up for Bingo! All ages, from young families to adults who brought their senior parents, came to play and the group just wanted to keep going.

Crystal and I took Lil' Bookworms on the road for a story time at Little Switz. One of the owners read a story, they showed the families the tiny skis and snowboards even 2-3year olds can start learning on and provided cookies and juice. It was not as overwhelming of a turnout as last year, but at about 40 attendees it was still a good crowd and it's great to continue partnering with local community businesses.

A group of high school architecture students stopped by to talk to me about library expansion goals and their class is working on a project to design what they view would be a good use of space in a future library build. They are using the current library and Village Hall/PD dimensions to determine space and will share a virtual walk-through with me when they've completed their project.

### **Coming in March**

Our March Saturday family program will be centered around different building challenges. I will set up different stations that families can work on together or individually to build with Legos, different STEM challenges and more.

Slinger Schools have Spring Break the last week of March, so we have a special program lineup instead of our usual weekly programs. We will have an afternoon of Pokémon card trading and Lego building, a Tuesday morning story time, and two showings of Moana2 – one on Wednesday afternoon and one on Friday morning.