



Slinger Community Library Board of Trustees
Village Community Room, located at 218 Slinger Rd
Monday, July 14, 2025 at 4:30pm

Agenda

I. Roll Call and Confirmation of Open Meetings Law

Marlyss Thiel	Jane Hignite	Kent Voll	Beth Lighthizer
David Waterman	Donna Moldenhauer	Katherine Tobey	

II. Open for Public Comment (Information will be received from the public; however, no action will be taken on such issues at this time.)

III. Approval of Previous Minutes – June 9, 2025 meeting

IV. Approval of Financial/Vouchers Reports – June 2025

V. Director's Report

- a. Circulation and Library Use Statistics
- b. Library Program Report
- c. Special Projects Reports
 - i. AWE Computers
 - ii. Building Project Update
 - iii. SCL Strategic Planning and possible action thereon

VI. Old/Unfinished Business and Action Theron

- a. None

VII. New Business and Action Theron

- a. Naming Rights Policy
- b. Gift/Donation Policy

VIII. Announcements

- a. Next Meeting Date: Monday, August 11, 2025 – 4:30 pm

IX. 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, July 11, 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: Nicole Mszal Library Director & Lindy Fiste Assistant Library Director

Date: Friday, July 11, 2025

Re: Agenda for Monday, July 14, 2025

II. Public Comment

- Ken Reiser – Building Campaign Committee Chair: Update on the building campaign.

V. Director's Report

a. Circulation and Library Use Statistics- June 2025

Monthly statistics 2024 vs 2025

June total circulations, digital (Hoopla & Libby) and physical were 10,935 with physical circulations at 8,767 and digital at 2,174. Physical circulations decreased by 422 items from June 2024. Digital circulations increased 389 items from June 2024. Patron count was 3,953 a decrease of 54 patrons from June 2024.

b. See supporting documents for June 2025 Programming from Natalie

c. Special Project Reports

- i. AWE Computers – Special promotion, have added 2 more stations to the library.
- ii. Building project update – Brandt printing for promotional materials. Naming rights (see new business) need approval.
- iii. SCL Strategic Planning – WiLS cost attachment. Previous hands-on strategic planning with WiLS estimated cost from March 2024 was over 10k. Hands-off coaching with survey support is less than half the cost. I've recently completed a strategic plan for 2024 at my previous library, therefore I would not need coaching to complete (can visit the Hustisford Library website to see the full plan online). A strategic plan would be a great asset for grant funding, particularly for the building campaign project.

VI. Old/Unfinished Business

None

VII. New Business

a. Naming Rights Policy – See attached Documentation. Should update this so it does not have specific language that is limiting. If updates are passed, we can then approve the naming rights for the current building campaign.

b. Gift/Donation Policy – See attached Documentation. An older policy that deals more with smaller donations, particularly materials donations.

June Minutes of the Slinger Community Library Board
Monday, June 9, 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 4:30 pm on June 9, 2025 in accordance with Notice of Meeting delivered to members on June 6, 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 to leave 5:15	
Beth Lighthizer	X	
Katherine Tobey	X	
Kent Voll	X	
	<hr/>	
	7	

Also present:

Margaret Wilber, Village Administrator; Ken Reiser, Capital Campaign Chairman, Nicole Mszal Library Director, Lindy Fiste Assistant Director/Circulation Librarian, Scott Stortz Village President

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

II. Old (Unfinished) Business

A. Building design concept review –

Ken Reiser gave an overview of the history and progress of the capital building campaign, noting that it was shaped by community surveys and public interest. He introduced the idea of incorporating a Slinger Business Center into the library expansion, which has grown into the broader concept of the *Slinger Community Campus*— the Slinger Library, Slinger Center, and the Village Administration offices.

Library Director Mszal presented the floor plans and general building layout for the new library. Renderings and a video fly-through of the design were shown. Board members discussed the concept following the presentation.

B. Update on building campaign and possible action thereon – Ken Reiser provided a summary of the overall project and asked the Slinger Community Library Board to recommend the proposed design, budget, and pledge package to the Village Board for approval.

Motion by Voll/Lighthizer – To recommend to the Village Board the proposed library design and a project budget not to exceed \$7,300,000, along with a five-year pledge package and a one-year timeline to complete the fundraising campaign. **Motion carried.**

Motion by Voll/Moldenhauer – To pledge \$500,000 from the Library Reserve Fund to the non-profit

Slinger Community Foundation in support of the Slinger Community Library expansion project. **Motion carried.**

III. Director's Report

A. Circulation and Library Use Statistics – May 2025 – discussion was had about Ancestry usage.

B. Library Program Report – May 2025 Director Mszal shared in addition to the youth programming she is already making plans for Adult Fall programs.

C. Circulation Clerk Job Description and possible action thereon –

Motion by Tobey/Moldenhauer to approve the Circulation Clerk Job Description updates as presented. **Motion Carried.**

IV. New Business

A. Review and Action

i. Minutes of May 12, 2025 meeting

Motion by Waterman/Lighthizer to accept the minutes as presented. **Motion carried.**

ii. May 2025 Financial/Vouchers Report

Discussion was led by Director Mszal regarding the updating of library budget records on the library side. The library is only changing the dating of when items will be reported.

Motion by Moldenhauer/Voll to accept vouchers as presented. **Motion carried.**

iii. Staff Development Day

The planned Staff Development Day of October 13, 2025 has a library conflict. It is requested to move Staff Development Day to September 15, 2025.

Motion by Tobey/Lighthizer to approve the closure of the library Monday September 15, 2025 for staff development day and to be open on Monday October 13, 2025.

Motion carried.

iv. Director Mszal Vacation benefit and possible action thereon to be discussed in Closed Session.

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. (employee benefits)

Motion by Voll/Waterman to go into closed session at 5:30 pm and include Margaret Wilber, Nicole Mszal and Lindy Fiste. A roll call was taken. Yea's Thiel, Voll, Moldenhauer, Lighthizer, Waterman, Tobey. Nay's: None. **Motion carried.**

VI. Return to Open Session and Take Action if Necessary

Motion by Voll/Waterman to return to open session at 5:45 pm. A roll call was taken. Yea's Thiel, Voll, Moldenhauer, Lighthizer, Waterman, Tobey. Nay's: None. **Motion carried.**

Motion by Lighthizer/Moldenhauer for Director Mszal to be given credit for 5 years of service for the Village of Slinger vacation schedule; 15 days per year. **Motion carried.**

VII. Announcements:

A. Next Meeting Date: Monday, July 14, 2025 at 4:30pm

VIII. Adjourn Meeting

Motion by Moldenhauer/Tobey to adjourn meeting at 5:54 pm. **Motion carried.**

Respectfully Submitted,
Lindy Fiste, Assistant Director/Circulation Librarian

Monthly Deposit 2025							
Slinger Community Library Total Monthly Deposit (<i>minus sales Tax</i>)							
January	\$ 419.90	April	\$ 903.90	July	\$ 62.90	Oct	\$ -
February	\$ 522.82	May	\$ 338.33	August	\$ -	Nov	\$ -
March	\$ 315.57	June	\$ 475.96	Sept	\$ -	Dec	\$ -
						Total	\$ 3,039.38

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 & Offset</i>	<i>Other</i>
January	\$ 263.57	January	\$ 164.54	January	\$ -	\$ -	\$ -
February	\$ 212.23	February	\$ 219.52	February	\$ 100.00	\$ -	\$ -
March	\$ 139.83	March	\$ 175.74	March	\$ -	\$ -	\$ -
April	\$ 111.32	April	\$ 307.38	April	\$ 485.20	\$ -	\$ -
May	\$ 119.79	May	\$ 218.54	May	\$ -	\$ -	\$ -
June	\$ 141.44	June	\$ 334.52	June	\$ -	\$ -	\$ -
July	\$ 32.50	July	\$ 30.40	July	\$ -	\$ -	\$ -
August	\$ -	August	\$ -	August	\$ -	\$ -	\$ -
September	\$ -	September	\$ -	September	\$ -	\$ -	\$ -
October	\$ -	October	\$ -	October	\$ -	\$ -	\$ -
November	\$ -	November	\$ -	November	\$ -	\$ -	\$ -
December	\$ -	December	\$ -	December	\$ -	\$ -	\$ -
Total	\$ 1,020.68	Total	\$ 1,450.64	Total	\$ 585.20	\$ -	\$ -

SCL Fine Free 9/1/2023

Board Report - YTD Expense Summary For:

Jun-25

Budget Category	Full Budget Code	Debit Amount	Credit Amount	Remaining Budget	% of Budget Used	Annual Budget
Library Supplies & Exp	230-55110-300-000	\$1,528.64		\$1,121.36	57.7%	\$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	\$1,957.48		\$3,692.52	34.6%	\$5,650.00
Library Marketing	230-55110-325-000	\$105.73		\$1,544.27	6.4%	\$1,650.00
Library Training	230-55110-330-000	\$239.17		\$2,760.83	8.0%	\$3,000.00
Library Repair & Maint	230-55110-350-000	\$63.27		\$236.73	21.1%	\$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	\$15.60		\$15,638.40	0.1%	\$15,654.00
Library Technology	230-55110-830-000	\$7,211.52	\$28.79	-\$4,182.73	239.4%	\$3,000.00
Books & AV	230-55110-800-000	\$14,867.48	\$23.06	\$22,434.75	39.8%	\$37,279.17
Capital Outlay	230-55110-810-000	\$5,087.00		-\$5,087.00		\$0.00
Grand Total		\$50,608.64	\$51.85	\$96,757.38	34.3%	\$147,314.17

Board Report - Monthly Expense Detail For:

Jun-25

Budget Category	Full Budget Code	Vendor	Item Description	Debit Amount	Credit Amount
Library Programs	230-55110-320-000	Amazon	program supplies	\$189.48	
			summer learning incentives	\$144.52	
			summer learning incentives/supply	\$67.96	
			programming supplies	\$26.46	
		Piggly Wiggly	program supplies	\$36.83	
		Mendards	program supplies	\$48.10	
		City Tins	summer learning incentives	\$35.41	
		Kettle Morain State	programming incentive	\$28.00	
		Color Pop Facepain	Summer Reading Program	\$300.00	
Library Programs Total				\$876.76	
Library Marketing	230-55110-325-000	VistaPrint	general supplies	\$105.73	
Library Marketing Total				\$105.73	
Library Training	230-55110-330-000	Amazon	general supplies	\$5.99	
		WLA	Membership Renewal - WLA	\$150.00	
Library Training Total				\$155.99	
Library Technology	230-55110-830-000	Amazon	tech equipment	\$44.98	
		AWE Learning	AWE Children's Computers	\$6,566.00	
		Hexonet	IT services	\$13.08	
Library Technology Total				\$6,624.06	
Books & AV	230-55110-800-000	Ingram	Adult fiction/non-fiction	\$488.36	
			YA/CH fiction/non-fiction	\$591.32	
			LP	\$18.87	

Budget Category	Full Budget Code	Vendor	Item Description	Debit Amount	Credit Amount
Books & AV	230-55110-800-000	Ingram	Adult fic/non-fic	\$633.86	
			LP fic/non-fic	\$160.44	
		Amazon	Dvds	\$65.44	
			TV, Adult & Children	\$71.74	
			STEAM supplies	\$44.99	
		Hulu	Roku	\$17.92	
		Netflix	streaming services Roku	\$8.43	
		Hoopla	Digital Services	\$357.15	
		MKE Domes	Attraction Pass	\$500.00	
		Ancestry	Ancestry 1-year renewal	\$475.38	
		Milwaukee Art Mus	Attraction Pass	\$600.00	
		Warner Media	streaming services Roku	\$105.49	
Books & AV Total				\$4,139.39	
Capital Outlay	230-55110-810-000	Sweeny Group	Contracted Services	\$5,087.00	
Capital Outlay Total				\$5,087.00	
Grand Total				\$16,988.93	

230-00-55110-101-000 Salary/Wages - June 2025				
& 102, 104, 130, 132, 133				
Date	Description	YTD Actual	2025 Budget	% Used
6/30/2025	F/T Wages	\$ 30,539.46	\$ 116,321.00	26.25%
6/30/2025	P/T Wages (w/benefits)	\$ 25,091.76	\$ 61,341.00	40.91%
6/30/2025	P/T Wages	\$ 39,596.49	\$ 59,050.00	67.06%
6/30/2025	Library S/ Security Tax	\$ 7,820.17	\$ 18,041.00	43.35%
6/30/2025	Library Retirement	\$ 2,458.95	\$ 12,286.00	20.01%
6/30/2025	Library Benefits	\$ 1,068.48	\$ 53,514.00	2.00%
Total		\$ 106,575.31	\$ 320,553.00	33.25%

VILLAGE OF SLINGER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

LIBRARY

		PYTD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	% OF BUD
	<u>TAXES</u>					
230-41110-000-000	REAL & PERSONAL PROPERTY	200,000.00	207,000.00	207,000.00	.00	100.0
	TOTAL TAXES	200,000.00	207,000.00	207,000.00	.00	100.0
	<u>INTERGOVERNMENTAL</u>					
230-43721-000-000	COUNTY LIBRARY PAYMENTS	85,060.45	95,254.61	189,309.00	94,054.39	50.3
230-43723-000-000	COUNTY CAP. OFFSET COST	.00	.00	6,235.00	6,235.00	.0
230-43725-000-000	NON RESIDENT REIMBURSEME	930.21	972.36	1,038.00	65.64	93.7
230-43726-000-000	CONTRACTED SERVICE PAYME	600.00	.00	6,958.00	6,958.00	.0
	TOTAL INTERGOVERNMENTAL	86,590.66	96,226.97	203,540.00	107,313.03	47.3
	<u>FINES, FORFEITS & PENALTIES</u>					
230-45120-000-000	FINES & AWARDS	1,764.53	2,353.98	2,000.00	(353.98)	117.7
	TOTAL FINES, FORFEITS & PEN	1,764.53	2,353.98	2,000.00	(353.98)	117.7
	<u>MISC REVENUES</u>					
230-48120-000-000	LIBRARY INTEREST INCOME	3,562.79	2,036.63	4,000.00	1,963.37	50.9
230-48121-000-000	SPECIAL FUND INTEREST	12,720.67	4,269.46	20,000.00	15,730.54	21.4
230-48130-000-000	UNREALIZED GAIN ON INVEST	300.86	.00	.00	.00	.0
230-48500-000-000	DONATIONS	2,406.07	895.20	.00	(895.20)	.0
	TOTAL MISC REVENUES	18,990.39	7,201.29	24,000.00	16,798.71	30.0
	<u>SOURCE 49</u>					
230-49230-000-000	TRANSFER FROM RESERVES	.00	.00	32,552.00	32,552.00	.0
	TOTAL SOURCE 49	.00	.00	32,552.00	32,552.00	.0
	TOTAL FUND REVENUE	307,345.58	312,782.24	469,092.00	156,309.76	66.7

VILLAGE OF SLINGER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2025

LIBRARY

		PYTD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	% OF BUD
230-55110-101-000	LIBRARY F/T WAGES	52,870.41	30,539.46	116,321.00	85,781.54	26.3
230-55110-102-000	LIBRARY P/T WAGES (W/BEN)	23,256.62	25,091.76	61,341.00	36,249.24	40.9
230-55110-104-000	LIBRARY PART TME WAGES	25,417.53	39,596.49	59,050.00	19,453.51	67.1
230-55110-130-000	LIBRARY S/ SECURITY TAX	8,550.27	7,820.17	18,041.00	10,220.83	43.4
230-55110-132-000	LIBRARY RETIREMENT	5,137.46	2,458.95	12,286.00	9,827.05	20.0
230-55110-133-000	LIBRARY BENEFITS	17,681.25	1,068.48	53,514.00	52,445.52	2.0
230-55110-300-000	LIBRARY SUPPLIES & EXP	1,064.00	1,618.77	2,650.00	1,031.23	61.1
230-55110-310-000	LIBRARY CENTRAL SERVICES	13,962.00	15,218.54	30,435.00	15,216.46	50.0
230-55110-320-000	LIBRARY PROGRAMS	2,054.29	2,411.78	5,650.00	3,238.22	42.7
230-55110-325-000	LIBRARY MARKETING	216.86	976.61	1,650.00	673.39	59.2
230-55110-330-000	LIBRARY TRAINING	1,167.11	501.15	3,000.00	2,498.85	16.7
230-55110-350-000	LIBRARY REPAIR & MAINT	308.99	63.27	300.00	236.73	21.1
230-55110-530-000	LIBRARY CENTRAL SVC- BLDG	21,878.00	23,846.96	47,696.00	23,849.04	50.0
230-55110-726-000	CONTRACTED SERVICE PAYME	12,608.19	615.60	15,654.00	15,038.40	3.9
230-55110-800-000	BOOKS & AV	12,857.43	22,101.23	32,269.00	10,167.77	68.5
230-55110-810-000	CAPITAL OUTLAY	.00	43,357.49	.00	(43,357.49)	.0
230-55110-830-000	LIBRARY TECHNOLOGY	546.67	7,320.93	3,000.00	(4,320.93)	244.0
230-55110-840-000	COUNTY CAPITAL OFFSET TRA	.00	.00	6,235.00	6,235.00	.0
	TOTAL DEPARTMENT 110	199,577.08	224,607.64	469,092.00	244,484.36	47.9
	TOTAL FUND EXPENDITURES	199,577.08	224,607.64	469,092.00	244,484.36	47.9
	NET REVENUE OVER EXPENDI	107,768.50	88,174.60	.00	(88,174.60)	.0

Period 06/25 (06/30/2025)

Jul 10, 2025 9:50AM

Report Criteria:

Actual amounts

All accounts

Account.Account number = "23011100000000","23011100000125","230111100000000","23011110000101","230111110000000"

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
230-11100-000-000 CASH AND INVESTMENTS					
		05/31/2025 (05/25) Balance	.00 *	.00 *	199,138.18
CA-CR	16	CR Fund Allocation - Created: 06/06/25 4:04 PM	123.87		
CA-CDA	3	CDA Fund Allocation - Created: 06/11/25 8:44 AM		12,635.53-	
CA-CDA	17	CDA Fund Allocation - Created: 06/18/25 1:22 PM		308.61-	
CA-CR	32	CR Fund Allocation - Created: 06/13/25 4:27 PM	96.28		
CA-CR	57	CR Fund Allocation - Created: 06/20/25 4:14 PM	135.42		
CA-CR	81	CR Fund Allocation - Created: 06/27/25 4:27 PM	120.39		
CA-CRJ	23	CRJE2 Fund Allocation - Created: 07/08/25 3:13 P	746.59		
CA-CRJ	32	CRJE Fund Allocation - Created: 07/10/25 9:09 A	17.45		
CA-JE	5	JE Fund Allocation - Created: 06/17/25 8:54 AM		4,053.40-	
CA-PB	3	PB Fund Allocation - Created: 06/04/25 3:02 PM		1,439.72-	
CA-PB	12	PB Fund Allocation - Created: 06/18/25 2:49 PM		1,508.53-	
CA-PC	3	PC Fund Allocation - Created: 06/04/25 3:02 PM		9,037.51-	
CA-PC	12	PC Fund Allocation - Created: 06/18/25 2:48 PM		9,802.02-	
		06/30/2025 (06/25) Period Totals and Balance	1,240.00 *	38,785.32- *	161,592.86
230-11100-000-125 BUILDING & OFFSET RESERVES					
		05/31/2025 (05/25) Balance	.00 *	.00 *	555,249.36
		06/30/2025 (06/25) Period Totals and Balance	.00 *	.00 *	555,249.36
230-11110-000-000 LIBRARY GENERAL BUILDING FUND					
		05/31/2025 (05/25) Balance	.00 *	.00 *	.00
		06/30/2025 (06/25) Period Totals and Balance	.00 *	.00 *	.00
230-11110-000-101 LIBRARY RESERVE FUND					
		05/31/2025 (05/25) Balance	.00 *	.00 *	28,095.29
JE	3	Library reserve fund interest earned	903.55		
		06/30/2025 (06/25) Period Totals and Balance	903.55 *	.00 *	28,998.84
230-11111-000-000 COUNTY OFFSET RESERVES					
		05/31/2025 (05/25) Balance	.00 *	.00 *	.00
		06/30/2025 (06/25) Period Totals and Balance	.00 *	.00 *	.00
Number of transactions: 14 Number of accounts: 5			Debit	Credit	Proof
Grand Totals:			2,143.55	38,785.32-	36,641.77-

2025 Library Accounts - APRIL 2025

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: \$ 555,249.36

Library Reserve Funds - Certificate H at Forte Bank

Balance: \$ 28,998.84

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

Balance: \$ 161,592.86

Updated: 7/10/2025 NLM

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

Num: 155109

Acct Num: 66565

Certificate N - at Forte Bank

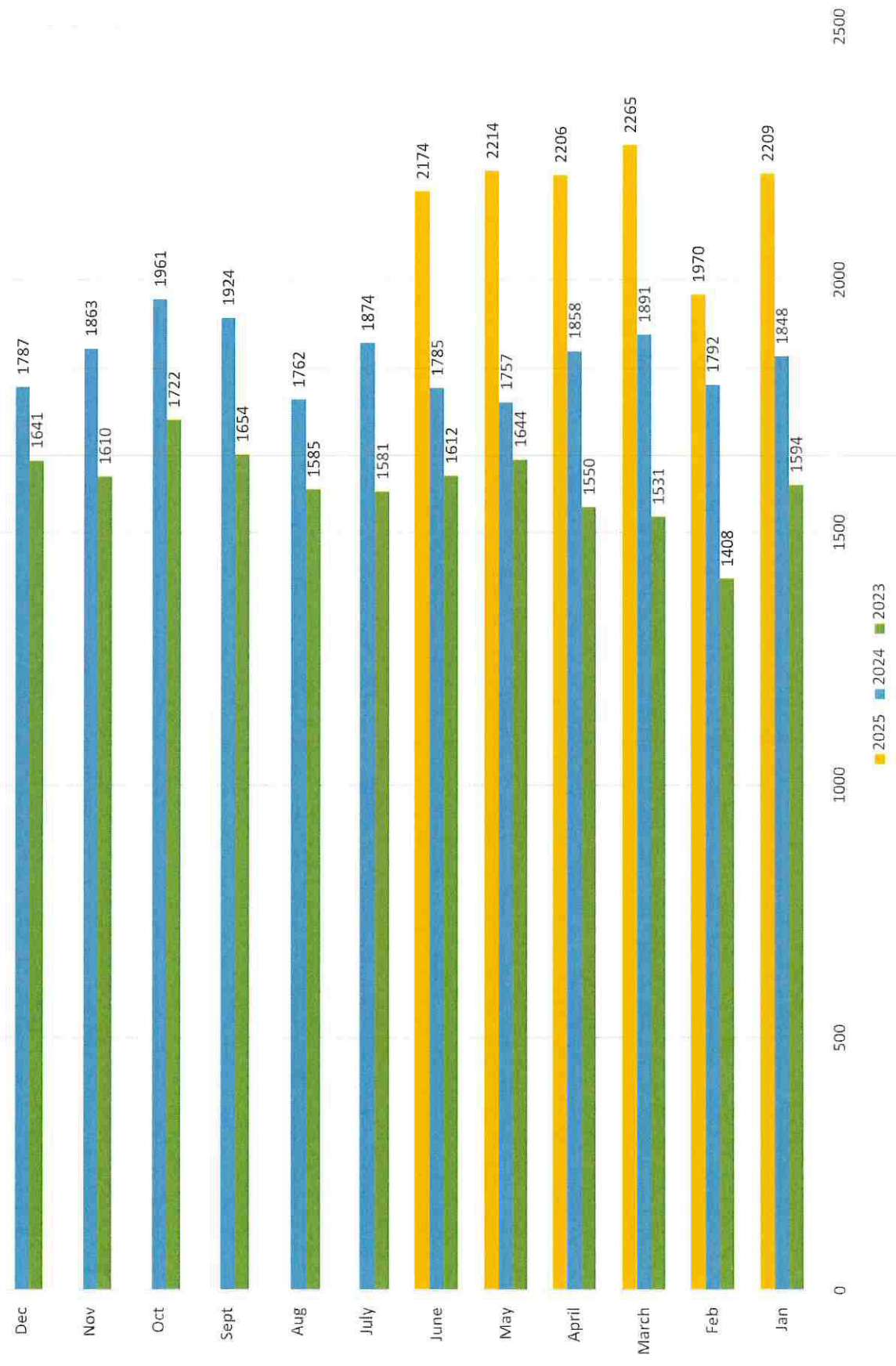
15 month CD renewed 5/14/2025
Balance as of 5/14/2025: \$27,218.70
Interest Rate: 3.75%
Maturity Date: August 14, 2026
Balance: \$ 27,218.70

June Slinger Library Statistics

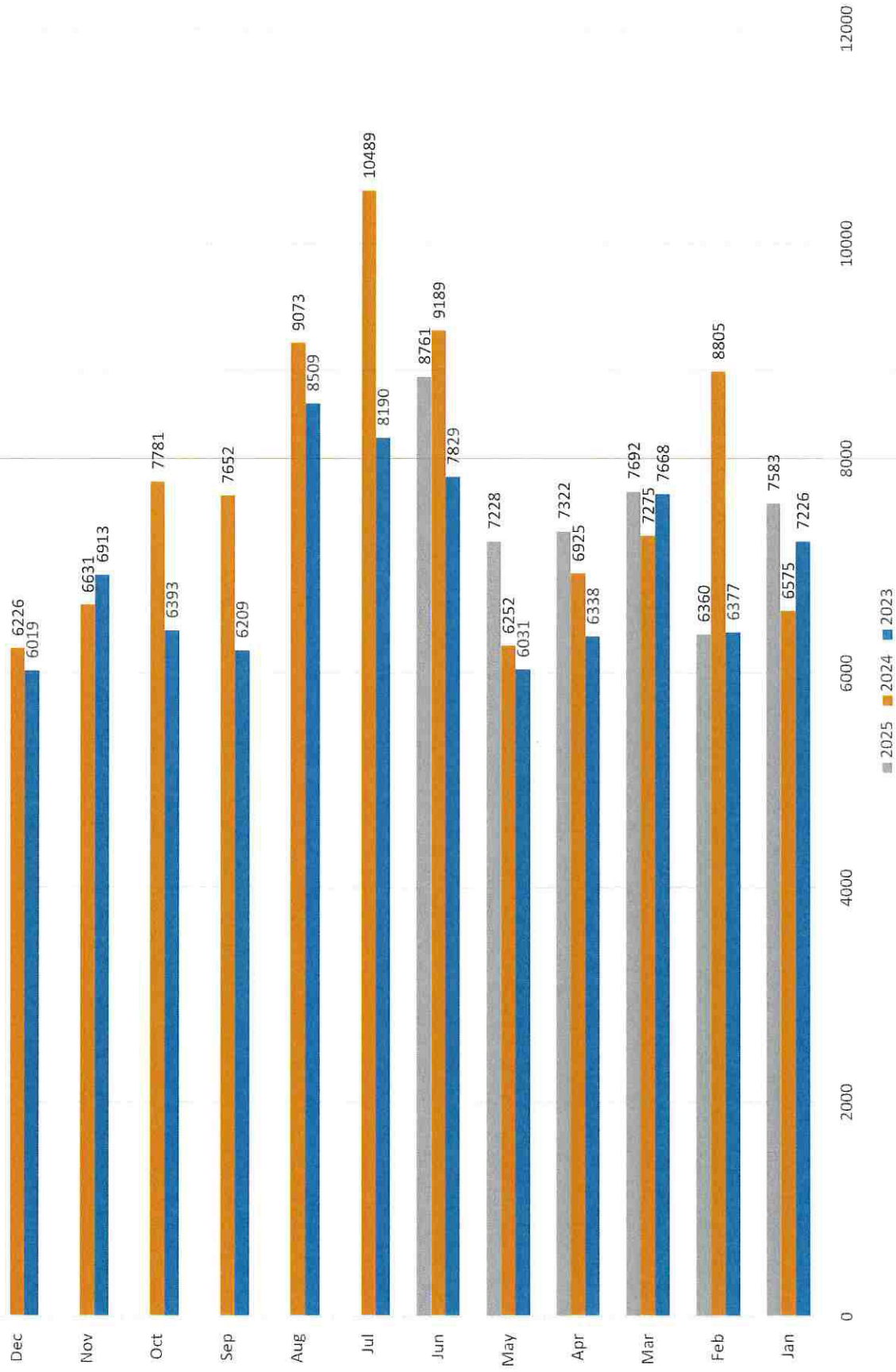
	2023		2024		2025	
Circulation Activity	Month	Yr End	Month	Yr End	Month	YTD
Number of Days Open	26	295	25	297	25	150
Patron Count	3,196	28,637	4,007	33,720	3,953	17,076
New Cards Issued	66	386	47	533	37	193
Physical	Month	Yr End	Month	Yr End	Month	YTD
Items Checked Out	7,829	83,715	9,189	92,873	8,767	44,963
Items Checked In	6,010	72,831	7,137	85,411	7,629	41,240
Holds Placed	1,904	21,595	2,228	23,057	2,108	12,421
Library of Things Check Outs (LOT)	266	1,850	344	2,781	349	1,412
Digital	Month	Yr End	Month	Yr End	Month	YTD
Libby & Overdrive Checkouts	1,393	16,861	1,591	20,047	2,020	12,176
Hoopla	219	2,271	194	2,055	154	1,062
Databases	Month	Yr End	Month	Yr End	Month	YTD
Ancestry.com Logins	7	319	6	94	-	-
Universal Classes	NA	NA	143	4,136	187	348
Transparent Lang.(Pronunciator Exp2023)	NA	NA	0	262	5	68
Breakdown of Check Out Numbers	Month	Yr End	Month	Yr End	Month	YTD
Slinger	3,185	35,202	4,102	40,270	3,642	20,083
Wash Co Non Lib	4,166	41,980	4,326	44,639	4,261	20,886
Wash Co Cities	341	4,752	552	5,830	722	3,058
Outside Wash Co	137	1,768	209	2,134	136	919
Total Circulation Digital & Physical	Month	Yr End	Month	Yr End	Month	YTD
	9,441	102,667	10,974	114,975	10,935	57,984
Interlibrary Loan Activity-WISCAT	Month	Yr End	Month	Yr End	Month	YTD
Borrower - Requests from SL Patrons	5	138	11	163	25	142
Lender - Requests from other libraries	4	40	2	35	1	19
Library Programming	Month	Yr End	Month	Yr End	Month	YTD
Adults	11	97	11	118	4	44
Adult Program Attendance	130	895	91	1,163	32	427
Adult Self Directed Programs	0	2	0	4	1	5
Adult Self Directed Participation	0	195	0	57	4	73
Family/All Age Programs	na	na	na	na	5	16
Family/All Age Attendance	na	na	na	na	631	942
All Age Self Directed Programs	na	na	na	na	3	15
All Age Self Directed Participation	na	na	na	na	175	780
Teen Programs	3	50	3	46	2	25
Teen Program Attendance	8	313	33	717	34	273
Teen Self Directed Programs	0	0	0	0	-	1
Teen Self Directed Attendance	0	0	0	0	-	3
Childrens Programs	16	209	17	205	7	53
Childrens Programs Attendance	676	3,399	467	3,356	257	1,312
Childrens Self Directed Programs	11	138	11	121	1	8
Childrens Self Directed Attendance	220	2,101	580	3,319	288	919
Other Library Services Offered	Month	Yr End	Month	Yr End	Month	YTD
Wifi Logins	1,018	7,269	712	6,247	560	3,449
Internet Logins	95	1,120	113	1,307	124	711

PAC Logins	1,568	17,822	1,568	15,840	1,052	6,569
Other Library Statistics	Month	Yr End	Month	Yr End	Month	YTD
Community Meetings	3	110	4	42	2	16
Community Meetings Attendance	7	402	64	492	10	144
Facebook Reach	22,152	47,891	4,267	57,928	5,214	16,385
Website Visits	7,863	137,961	11,905	175,922	11,830	71,229
Number of Volunteers	5	50	5	45	-	1
Volunteer Hours	14.00	61.00	11.00	61.00	-	1
Reference Statistics	Month	Yr End	Month	Yr End	Month	YTD
Reference Questions	212	2,193	296	2,830	201	1,560
Computer & Technology Assistance	44	461	38	464	56	310

3 year Digital Circulation



3 year Physical Circulation



Programs Report compiled by Youth Services Librarian Natalie Maksimuk
June 2025

Adult Programs	4	All-Age/Family Programs	5
Adult Program Attendance	32	All-Age Program Attendance	631
Adult Self-Directed Programs	1	All-Age Self-Directed Programs	3
Adult Self-Directed Participation	4	All-Age Self-Directed Participation	175

Children's Programs	7	Teen Programs	2
Children's Program Attendance	257	Teen Program Attendance	34
Children's Self-Directed Programs	1	Teen Self-Directed Programs	n/a
Children's Self-Directed Participation	288	Teen Self-Directed Participation	n/a

June Program Highlights

We kicked off the 2025 Summer Learning Program with more than 400 patrons walking through the library doors, and 230 participants registering for Summer Learning on the first day. Some popular programs this month included Ms. Kim's Amazing Animals with 210 in attendance, Bingo with 95 participating, and my regular weekly children's programs Lil' Bookworms Story Time averaging 50, Afternoon Adventurers averaging 20, and Teen Thursdays averaging 15 per week. All programming so far has been very well received! All in all, we had 954 patrons participating in library programs during the month of June, compared to 591 patrons recorded last June. As of Thursday, July 3rd, our library community has logged nearly 100,000 minutes of reading for our summer challenge.

We jumped right into using Beanstack for tracking this summer's challenges, and although it has had its learning curves for staff and patrons, it is so much easier for tracking data, and we have been getting mostly positive feedback from patrons. Families signing up their children for the ongoing programs of 500 Books Before Middle School and 1,000 Books Before Kindergarten that are looking forward to logging books online instead of tracking them by writing out each book on a spreadsheet. According to the Beanstack reports tool, we have had 128 patrons join these two challenges since re-launching in May. I am looking forward to using Beanstack for reading challenges throughout the year!

Coming in July

We have an Ice Age Trail presentation and Decluttering: Kitchen Reset as adult programs. In addition to our regular weekly programs, extra story times will take place at the humane society, splash pad, Breuer and Community Parks. There is a camping-themed story time and stuffed animal sleepover planned for Saturday, July 19th. I've also planned make & take art projects for all ages twice this month where families can stop in at their leisure during specified hours to make a craft to take home. One was today, making garden decorations and keychains! The second will be on Saturday, July 26th to paint garden stones to look like owls or ladybugs.

Strategic Planning Coaching Service



WiLS' strategic planning coaching services is a budget-friendly strategic planning process that may be an ideal fit for a library who has time and capacity but would like support and direction during the process.

What is strategic planning coaching?

Strategic planning coaching is a WiLS supported strategic planning process in which the library carries out the bulk of the work - including writing your own plan - with training support and guidance from WiLS along the way. WiLS kicks off the process with a library check-in. We then use that information to provide resources, guides, and training materials tailored to your library's time, capacity, and timeline. In addition, you will get three one-on-one coaching sessions at key points in the process to ask questions and get support from WiLS' seasoned strategic planning consultants.

Who is strategic planning coaching designed for?

WiLS has offered two strategic planning pathways for partners - [fully customized strategic planning processes](#) and the [Small Library Strategic Planning Cohort](#). Strategic planning coaching is designed primarily for libraries who:

- May not have the time, need, or budget for a fully custom strategic planning process,
- Are serving a community that is too large to qualify for the Small Library Strategic Planning Cohort (or can't make the cohort's timeline work for their library), and
- Have the time and capacity to carry out their own strategic planning data gathering and plan writing.

Strategic planning coaching is ideal for a library team that feels confident they can carry out a strategic planning process themselves, but would like support in getting started on how to design a process that matches library capacity and timeline. With coaching, WiLS provides the process and resources for carrying out each phase of the strategic planning

journey while serving as a thought partner and someone to come to with questions and for support and inspiration. We also provide a timeline and check-in points during the process for accountability during each phase. **It is important to note that coaching, like the Small Library Strategic Planning Cohort, does not involve WiLS writing your library's strategic plan.** The only strategic planning service that includes a plan written by WiLS is our custom strategic planning services.

What is the process like for strategic planning coaching?

Coaching is designed to be done over a six-month period (with some flexibility of up to 3 months). Once you begin a strategic planning coaching process, all WiLS-related services, including coaching sessions, must be completed within 9 months. WiLS provides a monthly flow for reaching a completed plan within six months:

Phase	Activities
Pre-Launch	<p>The library meets with WiLS to gather background information needed to develop an MOU, strategic planning process, and suggested timeline in partnership with the library. The library also decides if they would like WiLS to perform a community survey (more information on the survey is available below in the cost section).</p> <p>WiLS will draft a MOU for the library. Once the MOU is signed, the process begins.</p>
Month I - Data Plan	<p>The Library Director reviews recorded data training videos, documentation, and templates to prepare for discussion at the data planning coaching session. At the data planning session, the director will, with WiLS' guidance, begin work on their data plan.</p> <p>WiLS will provide the library with Google Drive space to collect documentation as the process develops. The library will determine what data collection they will complete, as well establish key deadlines for data collection activities.</p>
Month II - III - Data and Information Gathering	<p>The library performs data collection activities. WiLS performs any contracted activities (i.e. community survey). WiLS will send 1-2 email check-ins to ensure the process successfully moves forward, but largely, data collection will be the responsibility of the library.</p>

Month IV - Theming	WiLS will provide training and a theming worksheet for the library to use in order to draft their strategic plan framework. At the theming coaching session, the library will share emerging themes and receive support and instruction from WiLS on goals and objectives. In this session, WiLS will provide information, including sample plans, to help the library prepare for writing the full strategic plan.
Month V - Writing	The library will create their strategic plan, meeting with WiLS for one round of edits and suggestions. The library should provide WiLS with a draft about a week prior to the writing coaching session.
Month VI - Assessment	WiLS will provide the library with a link to an activation and assessment training video and a templated workbook to help the library determine and track assessment measures.

How much does strategic planning coaching cost?

The cost for coaching is \$3,500. This includes:

- A pre-launch/kick-off meeting to set the table for your library's experience
- Curated resources including training videos, handouts, and templates to support each phase of the process
- Three one-hour coaching sessions for support with data gathering, theming, and writing
- A monthly email check-in from WiLS for questions and updates
- One round of edits on your library's drafted plan
- Resources on how to activate and assess your plan into the future

WiLS also offers an add-on option of a community survey for an additional \$1,500.

The community survey is designed in partnership with WiLS and is designed to be disseminated electronically (with the option for the library to also offer a print version) and is hosted and analyzed by WiLS before being shared back to the library during the data gathering phase as a branded slidedeck.

Coaching services are billed at the start of the project in full.

Slinger Community Library

Naming Rights Policy (Draft)

I. The Policy

The Slinger Library Board seeks to recognize persons or organizations that have supported the Slinger Community Library through substantial financial contributions. This recognition can take the form of naming opportunities for Library facilities. These facilities may include but are not limited to the building itself, individual rooms or purpose-specific areas in the building, furnishings and equipment, library collections, exterior site features, or a designated plaque or nameplate. The Library Board considers the granting of naming rights to be one of the highest distinctions it can bestow. The purpose of this policy is to establish guidelines which will ensure that consistent, transparent, and coherent practices are used when considering this level of recognition. Please refer to the Gift and Donation Policy for monetary donations under \$500 and donations regarding collection development items.

II. Naming Guidelines

- ~~A. A list of the facilities available for n~~**A.** Naming and preferred contribution levels will be determined by the Library Board, who may work with a consultant or financial advisor to confirm appropriate amounts. Those who wish to contribute need to contact the Library Director and/or Library Board President and will submit a proposal for consideration. A template for this list can be found at the end of this policy.
- B.** While the Library Board is grateful for and encourages donations, the Board reserves the right to decline any gift to the Library or reject any naming proposal.
- C.** Naming rights will be documented in a Donor Agreement, subject to acceptance of the donor's gift and approval of such naming by the Library Board. This agreement will include the subject facility, donation amount, length of time that the naming will be in effect, and any other terms that have been negotiated.
- D.** Naming rights will not extend beyond the useful life of the subject facility, which is normally considered to be 25 years. This term can be modified by the Library Board as needed, for example in the case of a newly constructed library. An acknowledgement plaque may remain in the location to continue to recognize the donor's gift.
- E.** The Library Board reserves the right to terminate or alter a naming designation under unusual circumstances, for example if the party so honored comes into disrepute or if pledged funding is not provided as scheduled.
- F.** When a named facility has reached the end of its useful life and will be replaced or substantially renovated, the replaced or renovated facility may be renamed in recognition of a new donor or honoree. Appropriate recognition of earlier donors shall be included in or adjacent to the new or renovated facility.
- G.** For special projects, such as a capital campaign or fundraising campaign, a list of approved naming rights will be separately approved by the board for dissemination and will supersede the need for individual proposal considerations previously mentioned in and will follow the campaign guidelines.

III. Recognition Opportunities for Slinger Community Library

FACILITY	GIVING LEVEL	LENGTH OF PLEDGE
New Library	TBD	5 years
New Slinger Center	TBD	5 years
Library Multi-Purpose Room	TBD	5 years
Children's Area	TBD	5 years
Maker Space	TBD	5 years
Teen Area	TBD	5 years
Meeting and Study Rooms	TBD per room	5 years
Conference/Program Room	TBD	5 years
Adult Quiet Reading Area	TBD	5 years
Circulation Desk	TBD	5 years
Staff Break Area	TBD	5 years
Pick-up and Drop Boxes	TBD	5 years
ADA Accessible Restrooms	TBD	5 years
Friends of Slinger Library Area	TBD	5 years
Staff Workroom	TBD	5 years

Approved 11/11/2024

Updated 7/14/2025

Gift and Donation Policy

The Slinger Community Library (SCL) encourages individuals, organizations, foundations and businesses to support library services through gifts and memorials. To encourage private support for the SCL while ensuring that all gifts are appropriate to its mission, the Library Board has adopted the following policy.

Overview

Gifts or books and other library materials shall be judged by the same criteria used in selecting items for purchased by SCL. It is the library's general policy to only accept materials without restrictions on their use, although requests will be considered on a case by case basis by the Library Director and Library Board. ~~All donations, real, materials or financial become the property of the SCL. The Library retains unconditional ownership of all donations and makes the final decision on acceptance, use or disposition.~~

Funds received as gifts or bequests for memorials shall be reserved for the purchase of materials or equipment, or special programs, which in the judgment of the Library Board and Director, meet the needs of the SCL.

When the Library receives a cash gift for the purchase of materials, whether as a memorial or for any other purpose, the general nature or subject area of the materials to be purchased shall be based upon the wishes of the donor. The Library staff in accordance with the needs and selection policies of the Library will make selection of specific titles.

Special collections and memorial collections will not be shelved as separate physical entities. Such collections will be accepted only with the understanding that they will be integrated into the general collection(s).

Monetary gifts offered over \$500.00 with specific restrictions require Library Board approval before such monetary gifts are accepted. Please see the Naming Rights Policy for specific restrictions.

Gifts and bequests of real or personal property are accepted by the Library with the understanding that such gifts may be used at the discretion of the library, or disposed of for value, when deemed necessary or desirable. The Library reserves the right to refuse gifts of books that are damp, contaminated with mold or mildew, or otherwise unacceptable in the judgment of the library staff.

It is generally the policy of the Library not to accept special collections of books. All gift materials will be integrated into the library in a manner consistent with everyday library procedure. All donated items must be delivered to the Library.

All unrestricted gifts, whether donations of monies, books, or audio-visual items will be utilized at the discretion of the Library Director, including additions to the collection, withdrawal from the collection, sale or disposal. Unsold items are donated to the Friends of the Library on-going book sale, recycled, discarded or donated to a local charity.

Due to space and storage limitations the library ~~cannot~~ *is unable to* accept the following types of materials:

- Magazines

- National Geographic Magazine

Textbooks
Old Encyclopedia Sets
Reader's Digest Condensed Books
Books that are more than seven years old – *specifically non-fiction materials*
Books previously discarded from other libraries
Items that are tattered, yellowed or that have loose pages
Items that are highlighted, written in or that have loose pages
Computer software and computer manuals
Videos and DVDs that have been viewed more than a few times

Use of Gifts

Gifts will be retained as long as they serve the best ~~interest~~interests of the library. The Library cannot commit itself to the perpetual housing of a donation. All donations are subject to the standard maintenance and withdrawal policies and procedures of the Library. When gift items are withdrawn from the collection, the library will not notify the donor of the withdrawal. The Library will not automatically replace worn-out or lost gift items.

Equipment

The decision on acceptance of equipment with a value greater than \$500.00 will be made by the Library Board or by the Library Director, as appropriate. If denied, equipment donations with a value of less than \$500.00 ~~will have~~there is no appeal. Among the criteria on which the decision shall be based is need, space, impact on time of staff (e.g., must it be recharged or frequently serviced?) and expense and frequency of maintenance.

Works of Art

The Library Board reserves the right to determine the location, display of ~~art-work~~artwork and appropriateness within the scope of the mission of the library. They may request that ~~art-work~~artwork be accompanied by a current appraisal of value and may request evidence of artistic importance, merit of the work and reputation of the artist. An appropriate deed of gift, or similar document transferring sole and exclusive ownership of the ~~art~~workartwork to the library will be required. The Library Board may also request evidence of provenance and present title of the ~~art-work~~artwork from the donor.

Landscaping

The Library Director shall make the decision as to the acceptance and location of gifts of landscaping items. The major criterion on which the decision shall be based is the appropriateness ~~of~~ the offered gift to the existing landscaping, cost of maintenance and consideration of any future building expansion, renovation or similar circumstance.

Furnishings

The decision as to the acceptance of furnishings shall be made by the Library Board on the advice of the Library Director. Among the criteria on which the decision shall be based is need, space, impact on staff time, expense and frequency of maintenance.

Appraisal

The Library will not appraise the value of any gift for any reason, including income tax deductions. However, the Library will issue a gift receipt acknowledgement form at the donors request. Information on IRS rules and regulations regarding charitable deductions can be found in the U.S. Treasury, IRS publication 526 "Income Tax Deduction for Contributions", or through the local Internal Revenue Office.

Approved July 7, 2001
Revised April 23, 2007
Revised July 14, 2025



INFORMATION • INSPIRATION • ENTERTAINMENT

Slinger Community Library

220 Slinger Rd, Slinger, WI 53086 • (262) 644-6171 • slingerlibrary.org

Gift Receipt Acknowledgment (does not appraise value)

Name _____ (please print clearly)

Address _____

City _____ State _____ Zip _____

Signature _____

Library staff initials and date _____

Description of Donation

_____ Hardcover New or Used (please circle)

_____ Paperback New or Used (please circle)

_____ Other _____

Accepted _____ (date)

Library Directors signature _____

SLINGER COMMUNITY CAMPUS
"Inspiring the Future"
RECOGNITION OPPORTUNITIES as of 7/9/25

Library (gray) | Center (white)

\$500,000 Giving Level (may be pledged over 5 years)	
Name the new Library	
Name the new Slinger Center	RESERVED
\$350,000 Giving Level (may be pledged over 5 years)	
C1 - Slinger Center Community Meeting Room	RESERVED
\$250,000 Giving Level (may be pledged over 5 years)	
L1 - Library Multi-Purpose Room	
L2 - Children's Collection and Children's Reading Area	
\$100,000 Giving Level may be pledged over 5 years)	
L3 - Adult Reading Area with electric Fireplace	RESERVED FOR 100EW
L4 - Library Vestibule Area	
C2 - Slinger Center Lobby	
C3 - Outdoor Area (between Center & Library)	
L5 - Outdoor Children's area w/ outdoor musical play equipment	
L24 - Library Technology Center	
\$50,000 Giving Level (may be pledged over 5 years)	
Drive-up book drop	
L7 - Library Conference Room	
C4 - Slinger Center Zoom Rooms (3 available)	
C5 - Slinger Center Breakout Rooms (Small - 2 available - each)	
C5A - Slinger Center Conference Rooms (Large - 1 available)	RESERVED
L6 - Teen Area	
\$25,000 Giving Level (may be pledged over 5 years)	
L8 - Circulation Desk	
L9 - Library Coffee Bar	
C6 - Slinger Center Warming Kitchen	
C7 - Flag Pole	
L22 - Staff Break Area	
L23 - Library Director's Office	
L10 - Library Indoor Drop Boxes (2 available)	
L11 - Framery Study Pods (2 available)	
C8 - Lending Library Vending Kiosk (for Center maintained by library)	

\$10,000 Giving Level (may be pledged over 5 years)
C9 - ADA Accessible Restroom (2 Available)
L12 - ADA Accessible Restroom (1 Available)
L13 - Family Restroom
L14 - Mother's Room
L15 - Friends of the Slinger Library Area/Booksale Area
L16 - Self-checkout Kiosks (3 available, Children's/ Library Entrance by Center/Main Entrance)
L17 - Library Material Holds Area
L21 - Staff Workroom
L25 - Library Bike Rack
C10 - Outdoor Furniture

\$5,000 Giving Level
Landscaping
Furniture – these will be identified specifically
L18 - Library Drinking Fountains w/ Water Bottle Refill (2 Available)
L19 - Children's Outdoor Area Furniture
L20 - Library Computer Workstations (Adult side 6 available/Kids side 4 available)
\$2,500 Giving Level
Furniture etc. – these will be identified specifically
Benches and trees
\$500 Giving Level
Large tiles or pavers (x available)
\$250 Giving Level
Small tiles or pavers (x available)

DONOR POLICIES

Donors will be recognized by name both on the donor wall, by giving level of \$10,000 or more, and at the selected location in the Library or the Slinger Center.

An electronic screen will list donors of any amount.

Gifts to the *100 Extraordinary Women* campaign segment will all be listed in one area chosen by the 100EW committee.

All naming opportunities are subject to the approval of the Slinger Community Library Board of Trustees, in collaboration with the Village Board.

Gifts can be made anonymously in terms of name and/or amount.

Recognition will remain in effect for 25 years.

Naming can be 'Through the Generosity of, In Memory Of or In Honor of'

Naming opportunities and gift levels are subject to availability and subject to change.