



Slinger Community Library Board of Trustees
Village Community Room, located at 218 Slinger Rd
Monday, March 9, 2026 at 4:30pm

Agenda

A. Roll Call and Confirmation of Open Meetings Law

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

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

1. Ken Reiser – Slinger Campus Building Campaign Chair

C. Approval of Previous Minutes – February 9, 2026 meeting

D. Approval of Financial/Vouchers Reports – February 2026

E. Director's Report

1. Circulation and Library Use Statistics
2. Library Program Report
3. Special Projects Reports
 - i. Policy Project – New personnel policy
 - ii. Strategic Plan

F. Old/Unfinished Business and Action Thereon

1. Policy Project
 - i. Patron Code of Conduct

G. New Business and Action Thereon

1. Library Investment Certificate H
2. Staffing Discussion

H. Announcements

1. Next Meeting Date: Monday, April 13, 2026 – 4:30 pm- Village Community Room

I. 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 6, 2026. 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, March 5, 2026

Re: Agenda for Monday, March 9, 2026

A. Public Comment

- Update from Ken Reiser about the Slinger Community Campus

E. Director's Report

1. Circulation and Library Use Statistics- February 2026

Circulation was down from last month, but up from last year!

Washington County Non-Libraried residents continue to be our largest source of checkouts. While our door counter was down from last month, there were also 2 less days. But there were more patrons than last year. The gathering space is being used more and more for community gatherings, with Kwik Trip being here for training and meeting purposes.

2. See supporting documents for February 2026 Programs Report from Natalie. This report now includes volunteer numbers.

3. Special Project Reports:

Personnel Policy – It is time to start looking at the future of our personnel policies. Currently, we have a mixture of village styled policies and library-only policies. We should officially decide on where to go on our personnel portion of policies. More to discuss at the meeting.

Strategic Plan – A rough draft will not be included in this packet but presented at the meeting itself. This is the rough draft before finalizing graphics and other details. After the meeting, please review the plan and submit feedback by March 27 for inclusion in the April meeting. I'd like to have it pass at that meeting!

F. Old/Unfinished Business

The Patron Code of Conduct is ready for review and hopefully can be approved.

G. New Business

1. The library has a CD that is maturing, need guidance on what the board would like to do. See supporting materials for further details.

2. There is a library staff member retiring, so now we need to talk about what we want the future staffing needs to look like, including where we see the library in the new space. A supplemental document will be provided at the meeting to talk about options. This meeting could possibly include a creation of a new position, an Adult Services Assistant.

February Minutes of the Slinger Community Library Board
Monday, February 9, 2026

The meeting of Slinger Community Library Board of Trustees of the Village of Slinger was called to order by Library Board Trustee Kent Voll at 218 Slinger Road, Slinger, WI at 4:32 pm on February 9, 2026 in accordance with Notice of Meeting delivered to members on February 6, 2026.

A. Roll Call and Confirmation of Open Meetings Law:

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

Also present:

Margaret Wilber Village Administrator, Dyann Benson Assistant Village Administrator, Ken Reiser Capital Campaign Chairman, Nicole Mszal Library Director, Lindy Fiste Assistant Director/Circulation Librarian

B. Open for Public Comment:

Ken Reiser shared progress on the capital campaign fundraising. The 100 Extraordinary Women had their celebration event end of January and to date have 125 women participating in this aspect of the fundraiser. He continues to work closely with the proposed builder and the architect on cost estimates, which continue to be reviewed to be sure we are on target.

C. Approval of Previous Minutes – January 12, 2026 Minutes

Motion by Tobey/Hignite to approve the minutes with date correction. Motion carried.

D. Approval of Financial/Vouchers Reports – January 2026

Motion by Waterman/Hignite to approve the financial vouchers as presented. Motion carried.

E. Director's Report

1. Circulation and Library use statistics –

Director Mszal discussed new format of reports presented.

2. Library Program report – see presented report

3. Special Projects reports

i. Assistant Director Fiste share the progress and work being done towards the new website. The process hit some obstacles but they have been worked through and forward progress is being made.

F. Old/Unfinished Business and Action Theron

1. Policy Project

- i. Safe Child Policy was submitted for review and approval.

Motion by Waterman/Tobey to accept the Safe Child Policy with grammar corrections. Motion carried.

G. New Business and Action Theron

1. Patron Code of Conduct which incorporates the Food and Beverage Policy draft was presented for review and discussion to the board. Director Mszal will prepare a final draft for approval next month of this policy.

2. 2025 Annual Report

Motion by Hignite/Waterman to approve the library annual report as presented. Motion carried.

- i. 2025 Library Board Financial Report

Motion by Hignite/Tobey to approve the 2025 Library Board financial report to be filed with the annual report. Motion carried.

3. Approve Closure – Thursday April 2 for carpet cleaning.

Motion by Tobey/Hignite to approve closing at 5 pm Thursday April 2 for the annual carpet cleaning. Motion carried.

4. PRA Interior Design Contract – Director Mszal led discussion regarding interior design and furniture contracts for the future library. She presented a proposal for these services from PRA for discussion. Other services will also be researched and presented to the board at a later date.

H. Announcements

- 1. Next meeting Date: Monday, March 9, 2026 – 4:30 pm Village Community Room

I. Adjourn Meeting

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

Respectfully Submitted,

Lindy Fiste, Assistant Director/Circulation Librarian

Board Report - Monthly Expense Detail For:

Feb-26

Budget Category	Full Budget Code	Vendor	Item Description	Values	
				Debit Amount	Credit Amount
Library Supplies & Exp	230-55110-300-000	Amazon	general supplies	\$26.91	
			general supplies - labels	\$15.80	
			processing supplies - laminate	\$67.50	
			Display holders	\$42.99	
		Demco	Processing Supplies	\$124.27	
		Instrumentl	Grant tracking & search	\$326.00	
		Better Containers	m book bags	\$206.91	
Library Supplies & Exp Total				\$810.38	
Library Programs	230-55110-320-000	Amazon	program supplies - camera	\$34.97	
			program supplies - camera supplies	\$61.92	
			program supplies - various	\$152.18	
			craft program supplies	\$143.32	
		Piggly Wiggly	prog supplies - edible activity	\$20.97	
		Sipple Hippie	Santa event hot cocoa	\$80.00	
			3 gift cards - cup competition prizes	\$15.00	
Library Programs Total	230-55110-330-000	C2E2	conference fee	\$55.75	
		Gary's Place	Director Council Networking Lunch	\$21.10	
Library Training Total				\$76.85	
Library Technology	230-55110-830-000	Bublitz Creative	website dev. downpayment	\$250.00	
Library Technology Total				\$250.00	
Books & AV	230-55110-800-000	Ingram	Large Print books	\$20.01	
			Adult fic/non-fic books	\$446.33	
			CH/YA fic/non-fic books	\$435.29	
		Amazon	DVds	\$271.47	
			AD Fic/Non-Fic	\$21.14	
			AD Fiction	\$21.00	
			Ad Fiction reorders	\$72.93	
		Hulu	monthly subscription	\$21.09	
		Netflix	monthly subscription	\$26.36	
		Hoopla	Jan e-services	\$337.63	
		ZooBean	beanstack	\$935.81	
		Waukesha Freeman	periodicals - newspaper	\$264.00	
		Maris Associates	wisconsin history books - CH/YA	\$60.00	
			wisconsin history books - AD	\$197.26	
Books & AV Total				\$3,130.32	
Grand Total				\$4,775.91	

Board Report - YTD Expense Summary For:

Feb-26

Categories	Budget Category	Full Budget Code	Values				Remaining Budget	% of Budget Used	Annual Budget
			Debit Amount	Credit Amount					
Revenue	Fines / Fees Deposit	010	\$0.00	\$252.26	\$2,747.74	\$2,747.74	8.41%	\$3,000.00	
	Services Deposit	020	\$23.79	\$784.35	\$7,215.65	\$7,215.65	9.80%	\$8,000.00	
	Donations Deposit	030		\$1,550.00	\$0.00	\$0.00		\$0.00	
	Grants Deposit	040			\$0.00	\$0.00		\$0.00	
	Other Deposit	050			\$219,841.29	\$254,291.71	46.37%	\$474,133.00	
Revenue Total			\$23.79	\$222,427.90	\$264,255.10	\$277,912.11	45.85%	\$485,133.00	
Expense	Salaries & Benefits	100	\$56,845.89		\$277,912.11	\$1,420.04	16.98%	\$334,758.00	
	Library Supplies & Exp	230-55110-300-000	\$1,229.96			\$1,420.04	46.41%	\$2,650.00	
	Library Central Services	230-55110-310-000				\$32,689.00	0.00%	\$32,689.00	
	Library Programs	230-55110-320-000	\$1,043.47			\$4,606.53	18.47%	\$5,650.00	
	Library Marketing	230-55110-325-000				\$1,650.00	0.00%	\$1,650.00	
	Library Training	230-55110-330-000	\$201.70			\$2,798.30	6.72%	\$3,000.00	
	Library Repair & Maint	230-55110-350-000				\$300.00	0.00%	\$300.00	
	Library Central SVC-BLDG	230-55110-530-000				\$47,278.00	0.00%	\$47,278.00	
	Contracted Service Payments	230-55110-726-000	\$600.00			\$15,054.00	3.83%	\$15,654.00	
	Library Technology	230-55110-830-000	\$250.00			\$2,750.00	8.33%	\$3,000.00	
	Books & AV	230-55110-800-000	\$6,599.04			\$26,269.96	20.08%	\$32,869.00	
	Capital Outlay	230-55110-810-000	\$5,000.00			-\$5,000.00		\$0.00	
Expense Total			\$71,770.06		\$149,280.59	\$407,727.94	14.97%	\$479,498.00	
Carryover from previous year:									
Grand Total			\$71,793.85	\$369,121.88	Remainder:	\$297,328.03			

Library Investment Accounts - February 2026

***Building & Offset Reserves - Interest 2%**
Balance: \$ 10,236.27
 (Money Market acct)@ Forte Bank
 Capital offset funds received from Washington
 County require a 50/50 match & intended for
 capital expenditures.
CD Totals: \$ 497,974.49

Total of All Investment Accounts -
Balance: \$ 508,210.76

Updated: 3/5/2026 NLM
 1/30/26 - \$6.30 interest for money market
 2/13/26 - \$262.16 - interest for 66565
 2/13/26 - \$2,885.13 - interest for 75287
 2/27/26 - \$5.89 - interest for money market
 2/28/26 - \$1,130.97 interest for Cert 401

SCL CD's

Certificate H - at Forte Bank
 15-month CD renewed on 12/5/2024
 Latest Interest on 12/10/2025: \$292.11
 Interest Rate: 4.00%
 Maturity Date: March 11, 2026
Balance: \$ 29,583.32

Certificate 401 - at Forte Bank
 11-month CD opened on 11/30/2025
 Latest Interest on 2/28/26: \$1,130.97
 Interest Rate: 4%
 Maturity Date: November 9, 2026
Balance: \$ 114,538.26

Kiwanis
Certificate M - at Forte Bank
 21-month CD opened on 12/20/2024
 Latest Interest on 12/19/25: \$300.58
 Interest Rate: 3.75%
 Maturity Date: 9/20/2026
Balance: \$ 32,451.01

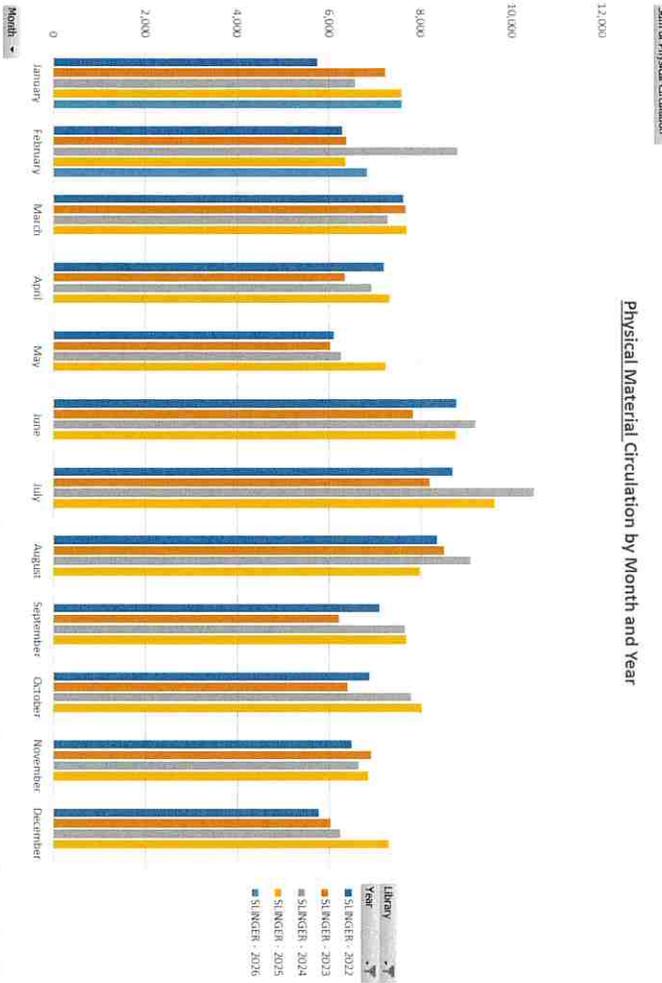
FOSL Acct Num: 66565
Certificate N - at Forte Bank
 15 month CD renewed 5/14/2025
 Latest Interest 2/13/26: \$262.16
 Interest Rate: 3.75%
 Maturity Date: August 14, 2026
Balance: \$ 27,997.83

Certificate 75287 - at Forte Bank
 7-month CD opened on 11/14/2025
 Latest Interest on 2/13/26: \$2,885.13
 Interest Rate: 3.94%
 Maturity Date: June 14, 2026
Balance: \$ 293,404.07

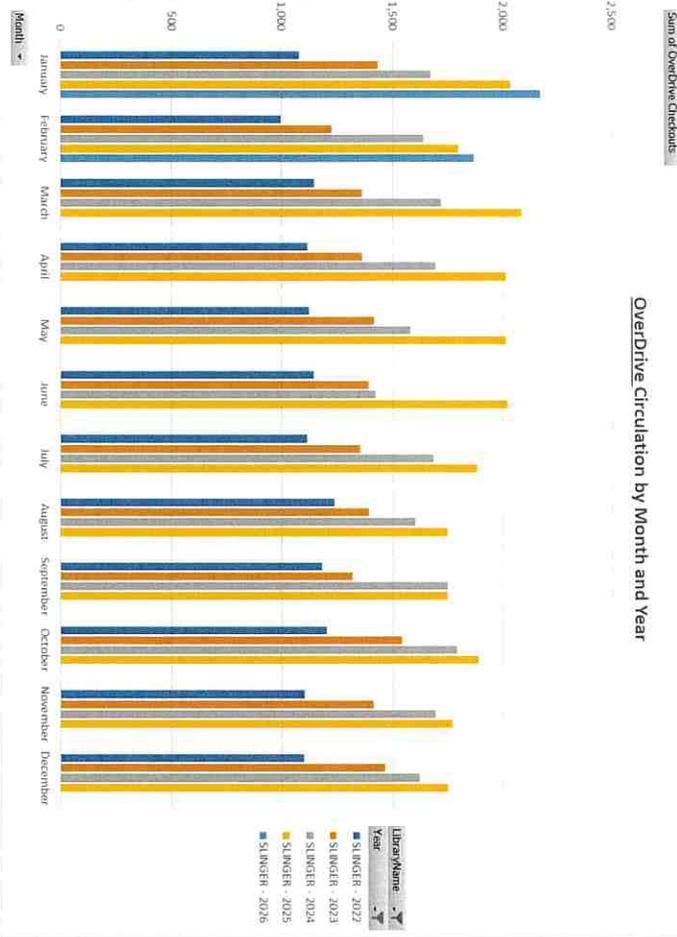
Circulation Statistics - February 2026

	Current Month	Year to Date	Previous Month	Previous Year
Total Checkouts	6,822	14,411	7,589	6,362
Slinger	2,992	6,272	3,280	3,012
Washington County Librariad	481	1,075	594	285
Wasington County non-Librariad	3,267	6,819	3,552	2,885
Adjacent County Librariad	36	82	46	100
Adjacent County Non-Librariad	46	162	116	77
Other County	0	1	1	1
ILL Sent Out (excluded from total)	4	7	3	1
ILL Borrowed In (excluded from total)	12	28	16	15
	Current Month	Year to Date	Previous Month	Previous Year
Overdrive/Libby Checkouts	1,871	4,047	2,176	1,800
Hoopla Checkouts	178	362	184	170
Total eCirculation	2,049	4,409	2,360	1,970
LOT Checkouts	262	499	237	175
STEAM Kits	43	74	31	30
New Items Loaned	97	166	69	Did Not Collect
New Items Borrowed	231	487	256	Did Not Collect
Net New Crossover Borrowing	-134	-321	-187	Did Not Collect
Items Loaned	612	1,333	721	Did Not Collect
Items Borrowed	1,617	3,568	1,951	Did Not Collect
Net Crossover Borrowing	-1,005	-2,235	-1,230	Did Not Collect
Total Items Checked In	6,204	1,574	7,778	6,110

Sum of Physical Circulation



Sum of OverDrive Clickouts



Sum of Physical Library

SLINGER IT

Month	2022	2023	2024	2025	2026
January	5,748	7,226	6,575	7,583	7,589
February	6,289	6,377	8,805	6,360	6,822
March	7,621	7,668	7,275	7,692	
April	7,187	6,338	6,925	7,320	
May	6,092	6,031	6,252	7,228	
June	8,774	7,829	9,189	8,761	
July	8,693	8,190	10,489	9,604	
August	8,351	8,509	9,073	7,974	
September	7,085	6,209	7,652	7,672	
October	6,870	6,393	7,781	8,003	
November	6,488	6,913	6,631	6,842	
December	5,769	6,019	6,226	7,287	
Grand Total	84,967	83,702	92,873	92,326	14,411

Sum of OverDrive Library

SLINGER IT

Month	2022	2023	2024	2025	2026
January	1,082	1,435	1,675	2,038	2,176
February	998	1,227	1,642	1,800	1,871
March	1,147	1,364	1,719	2,088	
April	1,117	1,365	1,696	2,016	
May	1,122	1,417	1,583	2,014	
June	1,143	1,393	1,424	2,020	
July	1,114	1,355	1,683	1,882	
August	1,237	1,394	1,604	1,750	
September	1,178	1,320	1,750	1,750	
October	1,199	1,543	1,790	1,890	
November	1,101	1,416	1,692	1,770	
December	1,100	1,465	1,622	1,752	
Grand Total	13,538	16,694	19,880	22,770	4,047

Library Usage - February 2026

	Current Month	Year to Date	Previous Month	Previous Year
Number of Days Open	24	50	26	24
Patron Count	2,498	5,178	2,680	2,481
Reference Questions	128	290	162	248
Technology Assistance	69	125	56	58
New Cards Issued	23	63	40	36
Holds Placed	2,176	4,324	2,148	1,802
Community Meetings	6	10	4	4
Community Meeting Attendance	150	227	77	49
Items Added	210	467	257	193
Items Withdrawn	1	39	38	78
Internet Logins	126	239	113	114
PAC Logins	851	1,785	934	984
Facebook Interactions	792	1,404	612	did not collect
Website Visits	9,333	18,932	9,599	7,287
Ancestry	0	9	9	0
Universal Classes	1	13	12	14
Transparent Language	7	14	7	35

Programs Report compiled by Youth Services Librarian Natalie Maksimuk

February 2026

Adult Programs	7	Teen Programs	4
Adult Program Attendance	68	Teen Program Attendance	77
Adult Self-Directed Programs	n/a	Teen Self-Directed Programs	n/a
Adult Self-Directed Participation	n/a	Teen Self-Directed Participation	n/a
Adult Volunteers: 1	Hours: 3	Youth Volunteers: 6	Hours: 9

Children's Programs	11	All-Age/ Family Programs	2
Children's Program Attendance	301	All-Age Program Attendance	75
Children's Self-Directed Programs	2	All-Age Self-Directed Programs	4
Children's Self-Directed Participation	227	All-Age Self-Directed Participation	383

Recent Highlights

We have had some really wonderful turnouts for programs this month. More than 50 adults and children joined story time at Sippie Hippie (it was a no school day for the district, so older siblings tagged along) and as many patrons also met Crystal and I at Little Switzerland later in the month for our third year of story hour at the chalet. We will be partnering with Little Switzerland again this summer for a Touch-a-Truck event. Our teens decorated blank coffee cups for a chance at Sippie Hippie gift cards and our social media response to vote for their designs was a phenomenal one – 253 votes online and another 40 cast in the library! Afternoon Adventurers made cute magnets by turning their fingerprints into little creations and gluing glass beads over to magnify the designs. This month's Saturday program was Bingo which saw more than 60 winners and was a fun hour for all ages.

Upcoming Information

Some highlights for March include Nicole joining me for Teen Thursday to teach Japanese calligraphy and share Japanese snacks and onigiri (traditional rice balls). It is a very food-focused month for the teens as we will also be making Shamrock Shakes, art with Lucky Charms, and Peep Houses (think gingerbread, but with graham crackers, frosting and marshmallow peeps). Afternoon Adventurers will also be making Peep Houses, as well as making Mario Kart-styled race cars with craft supplies, and St. Patrick's Day paper crafts. Lil' Bookworms will focus on Spring, St. Patrick's Day and we'll have a Pajama Party for our last LB of the month. We have an open-ended craft program on Saturday, March 21 where patrons of all ages can stop in and make whatever inspires them with the craft supplies provided. Nicole and I are also teaming up for Estate Planning for Young Families where the adult portion of the program will be an attorney talking to parents about setting up

themselves and their children's futures for success, while children attending join me for activities and snacks. This is during Slinger School's Spring Break, which will also include a story hour at the Washington County Humane Society, an art day to help decorate the library for spring, and Pokémon card trading (by request of several children).

At the start of Spring Break, I will be going to C2E2 (Chicago's Comic & Entertainment Expo) and attending several panels and workshops hosted by the American Library Association and Lit-X (a national group of comics educators) to learn more about collection development, programming ideas, and education strategies to bring back to the library. I look forward to networking with other Midwest industry professionals and learning more about building connections with library youth.

Library Code of Conduct

The Slinger Community Library has an obligation to its patrons to maintain an atmosphere conducive to reading, study, research, and pursuit of life-long learning opportunities. Library patrons are expected to use the library, including its facilities, grounds, resources and materials, in a responsible and appropriate manner.

These rules are posted for the comfort and protection of all and will be courteously and firmly enforced by library staff. If necessary, the police may be called for assistance. Persons who fail to follow the library's rules may be excluded from the library and/or face legal action. Repetitive violations may mean permanent exclusion from the library.

There may be instances where library programming or space availability may cause disruption to a quiet environment. Staff will address concerns as needed and try to mitigate these issues in a timely manner. The library is a gathering space, and silence should not be an expectation.

General Rules

1. Any behavior that endangers the safety or health of patrons and staff and disrupts or hinders public use of the library is prohibited on library property. This includes, but is not limited to, loud or boisterous behavior, verbal or physical harassment or any other unruly behavior, being under the influence of drugs or alcohol, damaging, defacing, destroying or stealing library property, violating the **Technology Policy**, verbally harassing or threatening another person.
2. Use of personal listening devices is permitted if personal headphones are properly in place, and others cannot hear the sound in the library.
3. Use of musical instruments is at the discretion of library staff.
4. Entering or being in the library without being fully clothed is prohibited. Shoes, tops, and bottoms are always required.
5. Smoking, electronic cigarettes, or chewing tobacco is not permitted in the library.
6. Consumption of alcoholic beverages is not permitted on library property, except as part of a special event authorized by the Library Board of Trustees.
7. Bicycles are not permitted in any public area or entryway. Bicycles must be kept in the rack outside of the library. Roller-skating and skateboarding are not permitted in the library. Wagons and strollers may not be left obstructing a corridor, hallway, aisle, entry or exit.
8. Selling products or services, or soliciting donations, is not permitted in the library except as part of a library-sponsored program or approval from the director.

9. Animals, except those used to aid persons with disabilities, are not permitted in the library except as part of a library-sponsored program. Animals may not be left unattended on library property.
10. Taking surveys, circulating petitions, distributing leaflets, and other similar activities are not permitted in the library unless approved by the director.
11. Parents and other legal guardians are responsible for the behavior of their minor children while in the library. Children will not be allowed to run freely through the library or play with computers and other equipment. See the **Safe Child Policy** for further rules on children in the library.
12. The violation of federal or state laws or local ordinances will not be permitted on library property. Theft, vandalism, and mutilation of library property are criminal offenses and may be prosecuted. The library is not responsible for personal belongings left unattended.
13. Offensive personal hygiene will not be allowed to inhibit the use of the library by others. Persons with offensive personal hygiene may be asked to leave the library.
14. Food and drink may be consumed in the library. Food must not have an odor that is disruptive to other patrons. Beverages should be in a container that has a lid, cap or cover, especially near any electronic equipment or library materials. Patrons must clean up after themselves. Failure to do so could result in future food/beverage privileges revoked or removal from the library.

Failure to comply with these rules may result in the library staff advising the patron that their behavior is unacceptable and request that the person comply with library policy.

Library staff will warn the person that if their behavior does not comply with library policy, they will be directed to leave the library. If the person fails to comply with library policy, staff shall order the person to leave the library.

If the person does not obey an order to leave the library, staff shall request assistance from the Slinger Police Department to remove the person from the library.

A person who has left the library or has been removed from the library due to noncompliance with this library policy, may be re-admitted to the library if the staff is reasonably certain that the person's unacceptable conduct has ceased.

Approved 3/9/2026

Incorporates and Retires Food & Beverage Policy

CD options for Library CD maturing March 11, 2026

Approximate maturity value of \$29,800.

- 7-month CD option
 - CD maturity = October 2026
 - Starting balance = \$29,800
 - Interest earned = \$595
 - CD value at maturity = \$30,395

- 11-month CD option
 - CD maturity = February 2026
 - Starting balance = \$29,800
 - Interest earned = \$1009
 - CD value at maturity = \$30,809



Deposit Rates

Certificates of Deposit / Individual Retirement Accounts Rates Subject to Change Effective February 3, 2026		
Term	Interest Rate	Annual Percentage Yield
3 Month	0.50%	0.50%
6 Month	0.75%	0.75%
7 Month SPECIAL	3.40%	3.45%
11 Month SPECIAL	3.65%	3.70%
12 Month	1.00%	1.00%
18 Month	1.15%	1.15%
24 Month	1.25%	1.26%
36 Month	1.45%	1.46%
48 Month	1.75%	1.76%
60 Month	2.00%	2.02%

- Early withdrawals subject to substantial penalty
- Interest on certificate compounds and is credited quarterly
- Minimum deposit of \$1,000.00 on all certificates
- Fees could reduce earnings

Contact an employee for further information.

HARTFORD

116 W. Sumner Street
P.O. Box 270106
Hartford, WI 53027
262-673-5800

RICHFIELD

1297 State Hwy 175
Hubertus, WI 53033
262-628-5500

SLINGER

439 E. Washington Street
P.O. Box 350
Slinger, WI 53086
262-644-7606

WEST BEND

555 Wildwood Road
West Bend, WI 53090
262-450-4200

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Member
FDIC