

Slinger Community Library Board of Trustees to be held at **645 Baehring Dr. (Rotary Park)** on **Monday, August 8, 2022 at 4:30pm.** ***Note that after item II.a, the meeting will move to Library Gather Room, located at 220 Slinger Rd, and will adjourn there.**

Agenda

Roll Call and Confirmation of Open Meetings Law

Marlyss Thiel
Vicky Farr
Beth Lighthizer

Jane Hignite
Donna Moldenhauer

Kent Voll
Katherine Tobey

I. Call to Order - Rotary Park

II. Village Expansion

- a. Possible site for Library Building

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

IV. Director's Report

- a. Circulation and Library Use Statistics – July 2022
- b. Library Program Report: July 2022
- c. Slinger Kiwanis Club
- d. Library Card Sign-up Month
- e. Library Expansion Fundraising: Slinger website and Holiday Wish Tree

V. New Business

- a. Review and Action
 - i. Minutes of July 11, 2022 meeting
 - ii. July Financial/Vouchers Report

VI. Announcements

- a. Next Meeting Date: Monday, September 12, 2022 – 4:30 pm

VII. 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, August 5, 2022. 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, August 5, 2022

Re: Agenda for Monday, August 8, 2022

IV. DIRECTOR' S REPORT

a. Circulation and Library Use Statistics-June 2022

July total circulations, digital and physical were 9,931 with physical circulations at 8,693 and digital at 1,238. Physical circulations increased 2.6% (219 items) from July 2021. Digital circulations increased 2.9% (35 items) from July 2021. Patron count was 2,831 an increase of 1.6% (369) patrons from July 2021.

b. Library Program Report-June

Please see attached July programming report and Summer Learning Program update.

c. Slinger Kiwanis Club

The Slinger Kiwanis Club members have voted for Slinger Community Library to be the beneficiary of the proceeds from the Winter Gala on Saturday, February 11th at the Chandelier Ballroom.

d. Library Card Sign-Up Month-September

The month of September is Library Card Sign-Up month which encourages community members to visit the library and sign-up for a library card to get access to all that we offer. To encourage more patrons to visit the library will have Food Trucks on Tuesdays and Thursdays. We are also partnering with local businesses to promote library usage. We've asked 37 different business to offer a discount/promotion to any resident who shows a Monarch Library System library card at check out. These events and partnerships will be advertised on all social media sites and around the community.

e. Library Expansion Fundraising:

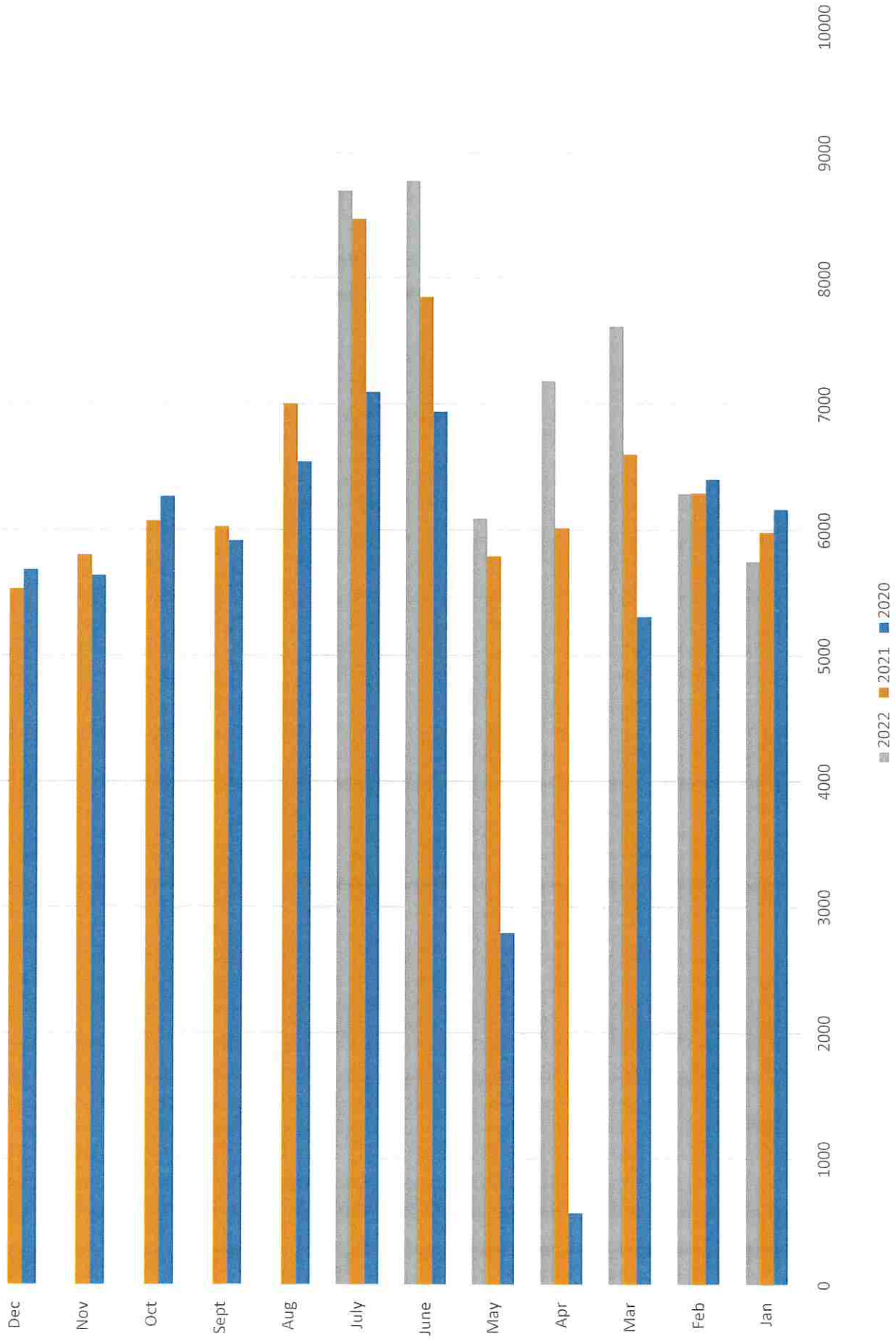
We are able to put a DONATE button on the website. The Holiday Wish Tree in November and December will have bigger donation amounts and possibly come with a gift with the largest amount donated. The monies from the Wish Tree will go into the Building & Offset acct. More details to come.

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. Have a great weekend!

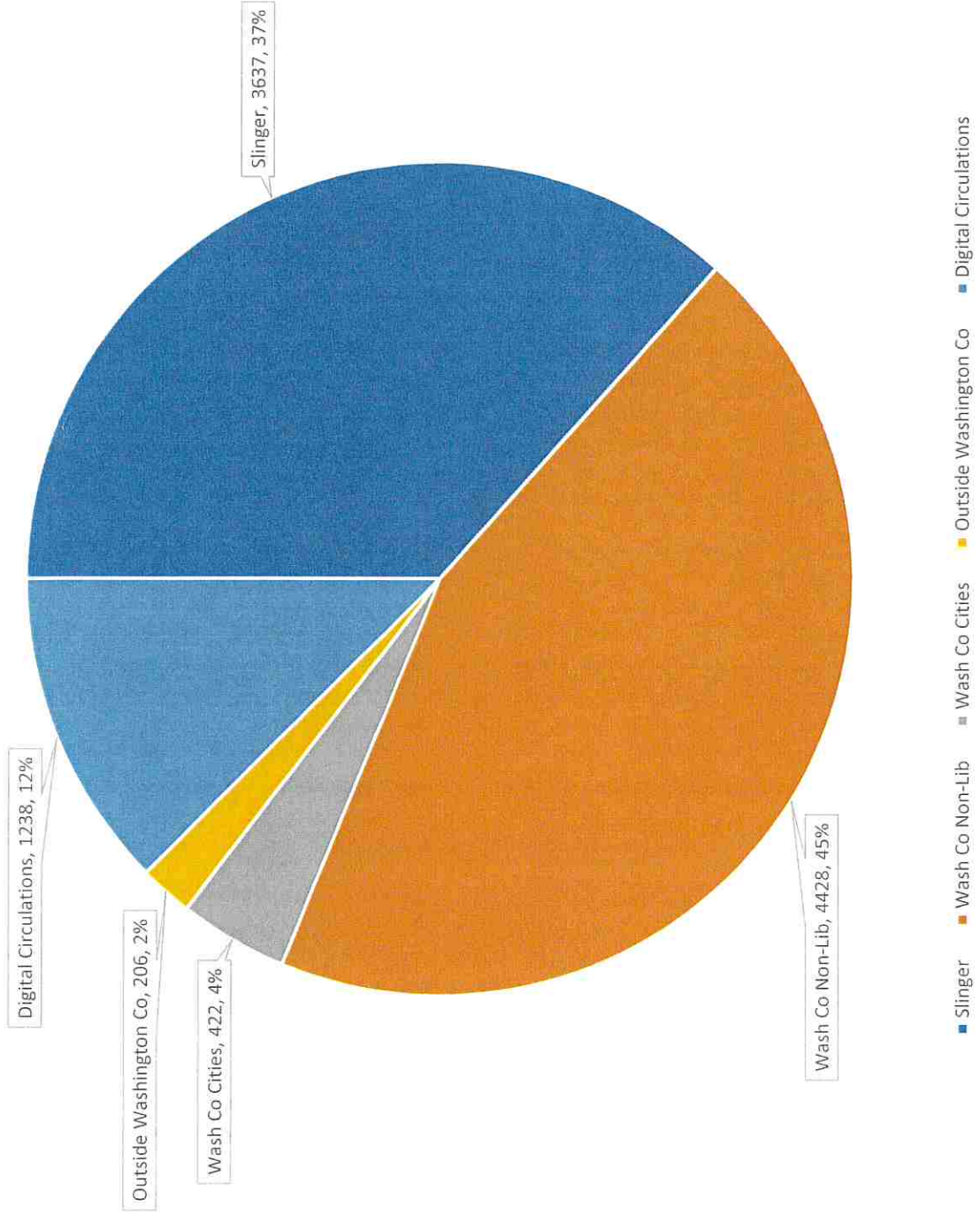
July 2022 Slinger Library Statistics

	2020	2021		2022	
	Yr End	Month	Yr End	Month	YTD
Circulation Activity					
Number of Days Open	246	25	295	24	172
Patron Count	16,466	2,787	22,700	2,831	15,601
New Cards Issued	314	28	232	33	234
Print	Yr End	Month	Yr End	Month	YTD
Items Checked Out	65,338	8,474	77,481	8,693	50,407
Items Checked In	57,289	7,228	66,171	7,572	42,013
Holds Placed	21,040	1,872	21,401	1,600	12,441
Digital	Yr End	Month	Yr End	Month	YTD
Libby & Overdrive Checkouts	11,272	1,203	14,147	1,114	7,800
Hoopla	950	0	371	124	904
Databases	Yr End	Month	Yr End	Month	YTD
AtoZ Databases Logins	40,198	886	8,061	91	903
Ancestry.com Logins	859	141	1,056	35	175
Gale Courses Taken	25	0	17	6	26
Pronunciator Logins	96	22	199	0	28
Breakdown of Check Out Numbers	Yr End	Month	Yr End	Month	YTD
Slinger	29,768	3,437	33,248	3,637	21,229
Wash Co Non Lib	31,520	4,287	38,927	4,428	25,460
Wash Co Cities	3,376	541	3,996	422	3,008
Outside Wash Co	656	205	1,267	206	707
Total Circulation Digital & Physical	Yr End	Month	Yr End	Month	YTD
	77,495	9,677	91,903	9,931	59,108
Interlibrary Loan Activity-WISCAT	Yr End	Month	Yr End	Month	YTD
Borrower - Requests from SL Patrons	74	5	80	18	59
Lender - Requests from other libraries	34	2	27	2	18
Library Programming	Yr End	Month	Yr End	Month	YTD
Adult/Other Programs	22	5	47	7	46
Adult Program Attendance	264	36	326	66	408
Adult Self Directed Programs	15	0	15	0	1
Adult Self Directed Participation	412	0	306	0	40
Teen Programs	3	4	21	6	24
Teen Program Attendance	17	47	196	27	183
Teen Self Directed Programs	9	0	11	0	1
Teen Self Directed Attendance	71	0	136	0	54
Childrens Programs	51	9	79	15	65
Childrens Programs Attendance	783	271	1,770	275	1,602
Childrens Self Directed Programs	28	6	51	3	25
Childrens Self Directed Attendance	835	250	1,777	42	826
Other Library Services Offered	Yr End	Month	Yr End	Month	YTD
Wifi Logins	3,945	501	4,827	625	3,106
Internet Logins	859	67	662	85	506
PAC Logins	20,952	1,600	18,522	1,619	11,115
Other Library Statistics	Yr End	Month	Yr End	Month	YTD
Community Meetings	23	0	14	2	11
Community Meetings Attendance	118	0	133	13	126
Facebook Reach	20,402	3,708	25,863	3,402	23,695
Website Visits	42,767	4,565	50,394	5,207	32,931
Number of Volunteers	9	0	23	3	27
Volunteer Hours	22.75	0.00	26.00	1.50	35.50
Reference Statistics	Yr End	Month	Yr End	Month	YTD
Reference Questions	881	65	1,091	71	519
Computer & Technology Assistance	252	9	260	27	165

3 Yr Physical Circulation Statistics



July 2022 Total Circulations 9,931
Physical 8,693 & Digital 1,238



Summer Learning Program Update

July Programs

Reading Challenge Registration

- Lil Explorers - 61
- Kampfire Kids - 116
- Teen Trailblazers -50
- Adventurous Adults - 46
- Total - 273

Minutes Read

- Lil Explorers – 7, 300
- Kampfire Kids – 16,500
- Teen Trailblazers – 10,000
- Total – 33,800

Activity Badges Earned:

- Lil Explorers – 73
- Kampfire Kids – 110
- Teen Trailblazers – 50
- Adventurous Adults - 31
- Total – 264

Program Completion:

- Lil Explorers - 6
- Kampfire Kids - 10
- Teen Trailblazers - 5
- Adventurous Adults - 2
- Total - 23

- Mysterious Creatures of Wisconsin – Chad Lewis (teen) - 6
- Wisconsin’s Most Haunted Locations – Chad Lewis (adult) – 17
- Lil Explorers Story Time (fire) – 24
- Kampfire Kids Tower Building – 19
- Teen Advisory Board Meeting – 4
- Storytelling on the Library Lawn – Coral Conant Giles – 4
- Exploring the WI State Park System DNR – 5
- Reel Good Time: Hunger Games – 0
- Lil Explorers Story Time (stars) = 14
- Little Hearts Preschool Story Time - 16
- Afternoon at the Movies: Lion King – 9
- Family Yoga on the Library Lawn – 0
- Monday Afternoon Book Club - 4
- Pints and Pages Book Club - 9
- S’Mores Taste Testing - 8
- Duke Otherwise – 14
- Lil Explorers Story Time (animal tracks) – 36
- Little Hearts Story Time – 20
- Ms. Kim’s Amazing Animals – 53
- Summer Nights Paint Party - 20
- Outdoor Survival Wisconsin DNR (teen) – 6
- Outdoor Survival Wisconsin DNR (adults) – 4
- Lil Explorers Story Time – 18
- Baseball Tailgate Party – 7
- Little Hearts Preschool Story Time – 16
- Little Hearts Preschool Story Time – 16
- Color Your Own Canvas Bag – 16
- Teen Book Club – 3
- Total: 352

July minutes of the Slinger Community Library Board
Monday, July 11, 2022

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 128 Kettle Moraine Dr. N, Slinger, WI at 4:31pm on July 11, 2022 in accordance with Notice of Meeting delivered to members on July 8, 2022.

Roll Call and Confirmation of Open Meetings Law at Community Park (128 Kettle Moraine Dr. N):

	<u>Present</u>	<u>Absent</u>
Marlyss Thiel	X	
Donna Moldenhauer	X	
Vicky Farr	X	
Jane Hignite (excused)		X
Beth Lighthizer	X	
Katherine Tobey (excused)		X
Kent Voll	X	
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	5	2

Also present:

Leslie Schultz, Library Director

Margaret Wilber, Village Administrator

Tony Dobson, Director of Slinger Parks, Recreation, and Forestry

I. Call to Order – Community Park

II. Village Expansion

Village Administrator Wilber and Director Dobson stated that Community Park, small ball field area, is up for discussion as a possible location for the new library.

Reconvened in the Village Community Room (218 Slinger Rd) at 4:53pm.

III. Open for Public Comment

No public comments were presented.

IV. Director's Report

A. Circulation and Library Use Statistics-June

Director Schultz stated June total circulations, digital and physical were 10,041 with physical circulations at 8,774 and digital at 1,267. Director Schultz stated physical circulations increased 12% (920 items) from June 2021, digital circulations increased 5% (63 items) from June 2021 and, patron count was 3,004 an increase of 14% (369) patrons from June 2021.

Director Schultz also stated from June 1st through July 7th 93 new library cards were processed when we average 24 a month.

B. Library Program Report-May

Director Schultz shared the June program report.

C. Library Expansion Must-Haves

Director Schultz shared the Top 10 bookmark which listed must-haves for the new library space.

D. Summer Learning Program update

Director Schultz shared statistical data; registered patrons, books/minutes read, activities completed, and program attendance thus far from the Summer Learning Program.

E. FOSL update

Director Schultz shared the Fill n' Chill Community Day netted \$75.00. Director Schultz shared the FOSL group will have a Papa Murphy's Fundraiser on July 28th and sell baked goods at the August 2nd Family Movie Night.

V. New Business

i. Minutes of June 13, 2022 meeting

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

ii. June Financial/Vouchers Reports

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

iii. Possible Transfer of Reserve Amount

Motion by Lighthizer/Voll to transfer \$150,000.00 from "Cash and Investments" account to "Building & Offset Reserves" account. Motion carried.

VI. Announcements:

A. Next Meeting Date: Monday, August 8, 2022 at 4:30pm at Rotary Park (Formerly Fireman's Park)

VII. Adjourn Meeting

Motion by Lighthizer/Moldenhauer to adjourn at 5:28pm. Motion carried.

Respectfully Submitted, Leslie Schultz, Library Director

VOUCHERS JULY 2022

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

Date	Description	Invoice #	Debit	Credit	Balance
					\$ 496.48
7/15/2022	Amazon	DYMO labels	\$ 17.12		\$ 479.36
7/15/2022	Meijer	Organizer for incentives	\$ 14.76		\$ 464.60
7/15/2022	Amazon	Charger for Potable DVD player	\$ 12.80		\$ 451.80
7/15/2022	Amazon	Charger for Potable DVD player		\$ 12.80	\$ 464.60
		TOTAL SPENT	\$44.68		

230-00-55110-310-000 Central Services

Date	Description	Invoice #	Debit	Credit	Balance
					\$23,971.00
1/1/2022	Village of Slinger		\$23,971.00		
		TOTAL SPENT	\$23,971.00		\$0.00

230-00-55110-320-000 Programs

Date	Description	Invoice #	Debit	Credit	Balance
					\$1,002.21
7/15/2022	Walmart	Camp Slinger Fun Night! Prizes	\$53.62		\$948.59
7/15/2022	Piggly Wiggly	Camp Slinger Fun Night Scavenger hunt walking s'mores	\$12.54		\$936.05
7/15/2022	Amazon	AD SLP craft supplies	\$47.33		\$888.72
7/15/2022	Amazon	SLP Lil' Exploreres	\$35.28		\$853.44
7/15/2022	Amazon	Craft bags for storytimes/ scavenger hunt walking smore's/SLP coupon packs	\$16.66		\$836.78
7/15/2022	Oriental Trading Company	SLP Lil' Explorers	\$34.05		\$802.73
7/15/2022	Amazon	SLP Kampfire Kids	\$8.90		\$793.83
7/15/2022	MakeStickers	Washington Cty Fair -Wash Cty Lin logo stickers	\$186.42		\$607.41
7/15/2022	Amazon	Checked Tablecloth for SLP Fun Night	\$12.79		\$594.62
			\$407.69		

230-00-55110-325-000 Marketing

Date	Description	Invoice #	Debit	Credit	Balance
					\$ 969.87
7/15/2022	SignupGenius	Sign up Genius Annual Payment	\$ 107.89		\$ 861.98
		TOTAL SPENT	\$107.89		

230-00-55110-330-000 Training

Date	Description	Invoice #	Debit	Credit	Balance
					\$ 1,829.09
7/15/2022	Wisconsin Library Association	HC WLA Membership	\$ 84.00		\$ 1,745.09
		TOTAL SPENT	\$84.00		

VOUCHERS JULY 2022

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

Date	Description	Invoice #	Debit	Balance
				\$988.24
		TOTAL SPENT		

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

Date	Description	Invoice #	Debit	Balance
1/1/2021	Village of Slinger		\$36,038.00	\$36,038.00
		TOTAL SPENT	\$36,038.00	\$0.00

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

Date	Description	Invoice #	Debit	Credit	Balance
					(\$746.20)
6/14/2022	TEACH DATA lines		\$600.00		(\$1,346.20)
		TOTAL SPENT	\$600.00		

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

Date	Description	Invoice #	Debit	Balance
				\$6,443.12
7/31/2022	Ingram	CH & AD print materials	\$398.29	\$6,044.83
7/31/2022	Amazon	Movies & Music	\$189.24	\$5,855.59
7/31/2022	Milwaukee Journal Sentinel	Newspaper	\$616.79	\$5,238.80
7/31/2022	Midwest	AD Bks on CD	\$39.99	\$5,198.81
		TOTAL SPENT	\$ 1,244.31	

230-00-55110-830-000 Technology

Date	Description	Invoice #	Debit	Balance
				\$2,076.37
6/14/2022	Hexonet	website domain name	\$ 13.08	\$2,089.45
		TOTAL SPENT	\$13.08	

230-00-55110-101-000 Salary/Wages 1/1/2022-7/31/2022

Date	Description	YTD Actual	Budget	Unexpended	% Used
7/31/2022	Library Department Head Salary	\$31,175.33	\$58,183.20		53.6%
7/31/2022	P/T Wages (w/benefits)	\$38,925.80	\$78,407.68		49.7%
7/31/2022	P/T Wages	\$22,430.42	\$48,874.80		45.9%
		\$92,531.55	\$ 185,465.68		49.9%

2022

Library Accounts

Building & Offset Reserves -(Money Market Acct @ Associated Bank)
Capital Offset Funds received from Washington County. Require a
50/50 match and intended for capital expenditures.

Balance: \$361,259.67

Library Reserve Funds-Funds made up of two CDs: CD C at (Forte
Bank) and CD E at (Forte Bank).

Balance: \$26,271.25.77

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

Balance: \$345,865.09

Unused Funds Balance: \$?

Updated 8/3/2022 by LAS

7/11/22 Library Board approved the transfer of \$150,000 from the
Cash and Investment acct to Building & Offset acct.

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

Slinger Community Library CDs

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

Certificate E - held at Forte Bank - Acct#2155*****

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

Total:	\$26,271.25
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updated 5/4/2022 by LAS

