



INFORMATION • INSPIRATION • ENTERTAINMENT

Slinger Community Library

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

Slinger Community Library Board of Trustees
Village Community Room, located at 218 Slinger Rd
Monday, March 11, 2024 at 4:30pm

Agenda

Roll Call and Confirmation of Open Meetings Law

Marlyss Thiel
David Waterman
Beth Lighthizer

Jane Hignite
Donna Moldenhauer

Kent Voll
Katherine Tobey

- I. **Open for Public Comment** (Information will be received from the public; however, no action will be taken on such issues at this time.)
- II. **Director's Report**
 - A. Circulation and Library Use Statistics, – February 2024
 - a. Leap into Check Outs February Promotion
 - b. New LOT items
 - c. Aurora Health Care grant & Health Kits
 - d. IEEE (Institute of Electrical and Electronics Engineers) grant for STEAM Kits
 - e. Website reminders
 - f. Book bundles & Craft on the Go Kits
 - B. Library Program Report: February 2024
 - C. FOSL fundraisers
 - a. Pi(e) Day Sale
 - b. Aspen Sky Trivia Night
 - c. Gehrings Meat Sale
 - d. Mary Krall \$1000 Donation
- III. **New Business**
 - A. Review and Action
 - i. Minutes of February 19, 2024 meeting
 - ii. February Financial/Vouchers Report
 - iii. Capital Campaign Fundraising update
- IV. **Announcements**
 - A. Next Meeting Date: Monday, April 8, 2023 – 4:30 pm
- V. **Adjourn Meeting**

The Slinger Community Library Board of Trustees is an informed and dedicated group of citizens, who are committed to supporting, developing, and advancing the library for the benefit of all our patrons, staff, and our community.

This agenda was posted at Slinger Village Hall and Slinger Community Library on Friday, March 8, 2024. Notice was posted at Community Park, Slinger Post Office, and Slinger Piggly Wiggly.

Upon reasonable notice, efforts will be made to accommodate person with disabilities requiring special accommodations for attendance at the meeting. For additional information and to request services, contact the Library Director at (262) 644-6171

It is possible that members of and possibly a quorum of members of other governmental bodies of the Village of Slinger may be in attendance at the above-noted meeting to gather information; no action will be taken by any other governmental body except by the governing body noticed above.

Memo

To: Slinger Community Library Board of Trustees

From: Leslie Schultz, Library Director

Date: Friday, March 8, 2024

Re: Agenda for Monday, March 11, 2024

II. DIRECTOR'S REPORT

A. Circulation and Library Use Statistics-February 2024

Monthly statistics 2023 vs 2024

February total circulations, digital (Hoopla & Libby) and physical were 10,597 with physical circulations at 8,805 and digital at 1,792. Physical circulations increased 38% (2,428 items) from February 2023. Digital circulations increased 27% (384 items) from February 2023. Patron count was 2,204 an increase of 7% (144 patrons) from February 2023.

- a. **"Leap into More Check Outs" February Promotion** was a very successful circulation campaign. We had 954 patrons participate. Our circulation increased 38% during the month of February compared to last year in February. We blew through our goal! We plan to do something in April and during SLP months.
- b. **Library of Things Collection (LOT):** We have added 14 items: Toys, life vests, Harley Davidson Museum passes, donut maker, 4 cake pans and board games to LOT this year. We plan to add a portable clothes steamer, cake pan, 4 roku's with streaming and fitness subscriptions, 3 serving crockpot, travel outlet, and a paint sprayer.
- c. Working with **Aurora Health Care** to receive a \$1000 grant to create 5 Health Kits: AED/CPR kit, Healthy Heart kit, Diabetes kit, Healthy Lifestyle kit and a Mental Health kit. Hope to have them ready for circulation in May after a "See.Touch.Learn." program.
- d. **IEEE STEAM grant:** Applied for a \$2000 grant from IEEE for the STEAM kits. Will hear if granted in mid-March.
- e. **Website Reminders:** I will give a tour of our website focusing on the About page, the Library of Things page and the FOSL page.
- f. We have added **Book Bundles**, 3-4 books bundled on a same theme, for all ages. We have also added **Craft on the Go** kits for all ages. These items are located next to the circulation desk for last minute checkouts.

B. Library Program Report-February 2024

Please see attached February program reports.

- We had 80 children and their caregivers at the Lil' Bookworms Story Time at Little Switzerland. We are making plans to have a story time once a month off-site. We are looking at the Slinger Historical Museum for March.
- Two Family events planned for March:
 - Pokémon Party on Saturday, March 16th @ 10am
 - Hoppin' Good Time Monday, March 25th @ 1pm
- Library closed on Friday and Saturday, March 29th and 30th
- Carpet Cleaning is scheduled for Thursday, March 28th at 7pm
- Summer Learning Program is June 10th-July 27th "Adventure Begins at your Library"

C. FOSL fundraisers

- The FOSL will take over the Pie Day sale on Thursday, March 14th. Only selling slices of pie from Alma's Café and Gary's Market
- On April 27th at 7pm Aspen Sky will hold their monthly trivia, FOSL will be the beneficiary of the funds raised through \$20 for each team to registered.
- Gehring's Meat Market Sale will start in May. Orders will be due May 28th with meat pick-up scheduled for June 13th
- Mary Krall has donated \$1000 for early literacy items. We plan to use these monies to add to the Tonieboxes and Wonderbook collections
- Trustee Voll has officially attended the meeting thus starting his FOSL/Library Board Liaison roll

III. NEW BUSINESS

iii. Capital Campaign Fundraising update

Village Administrator Wilber will touch on a few things and take your questions.

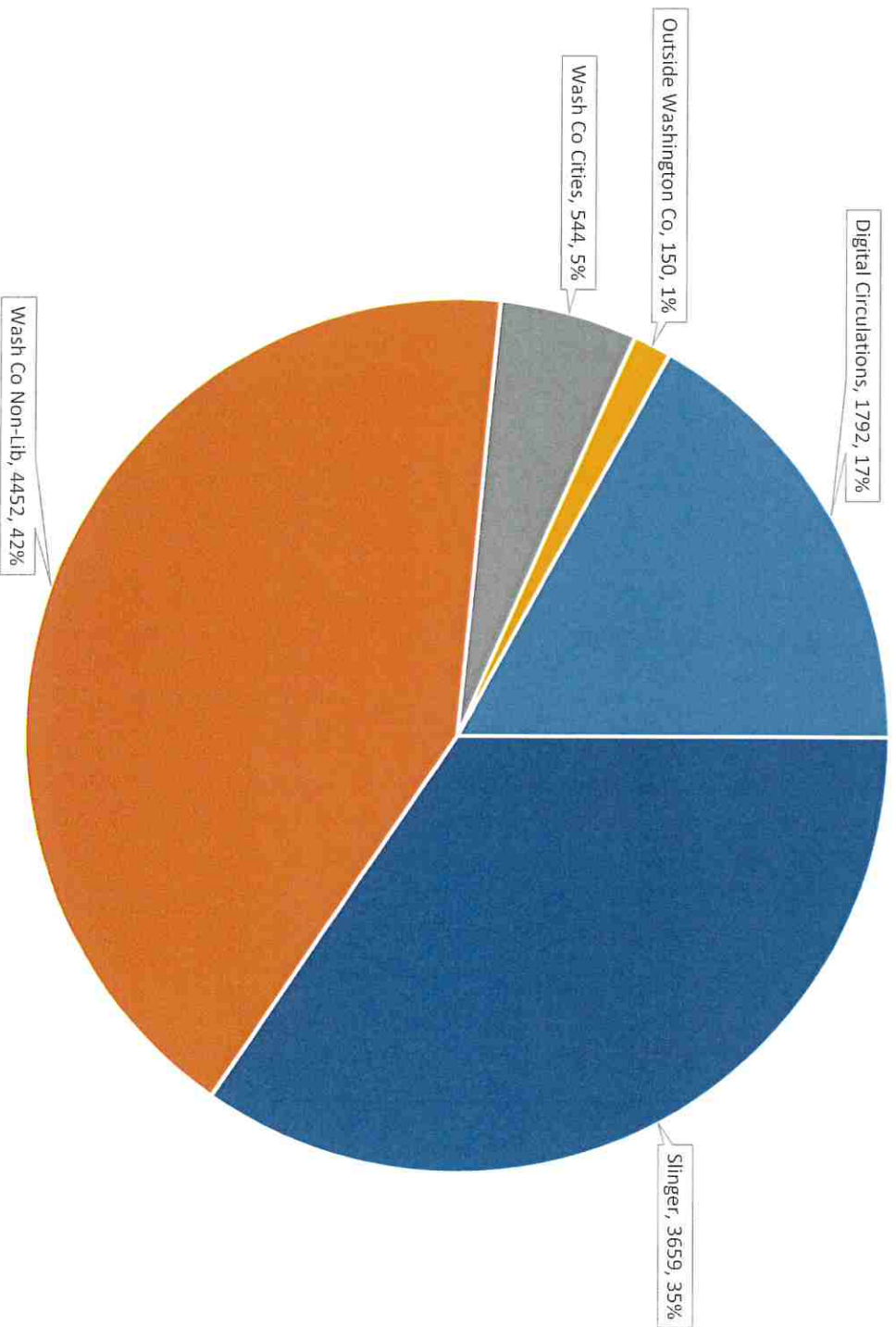
- Documents sent out to Village staff for final approval next week Wednesday
- Letters to interviewees going out in a few weeks
- Project focus: Slinger Community Library and Business Center
- Jodi Sweeney, Consultant, and Ken Reiser, Slinger Business consultant, will be in the meetings and Library Director will give library tours

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.

February Slinger Library Statistics

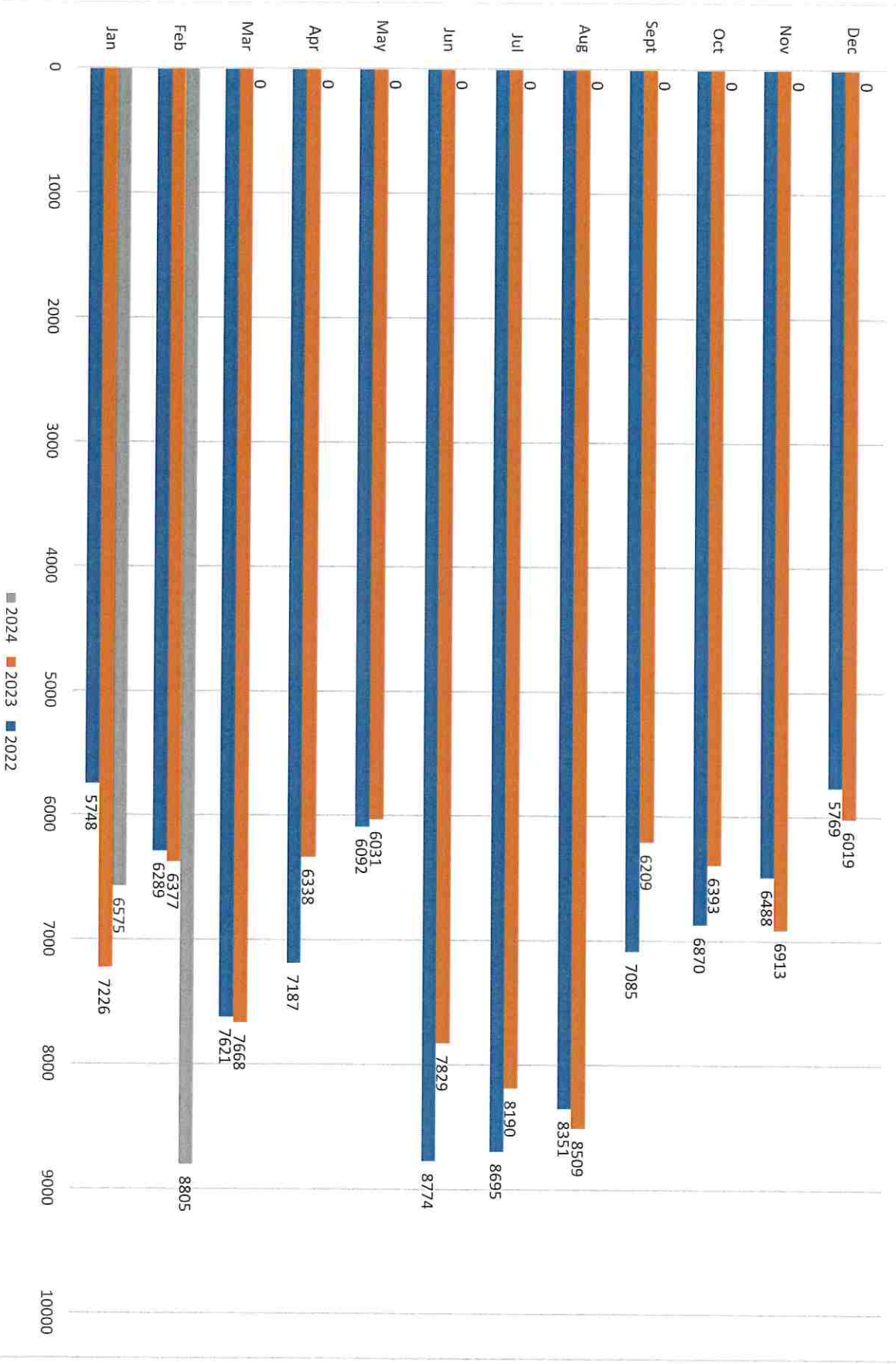
	2022		2023		2024	
	Month	Yr End	Month	Yr End	Month	YTD
Circulation Activity						
Number of Days Open	23	293	24	295	25	48
Patron Count	1,880	26,121	2,060	28,637	2,204	4,309
New Cards Issued	17	371	24	386	29	44
Physical	Month	Yr End	Month	Yr End	Month	YTD
Items Checked Out	6,289	84,970	6,377	83,715	8,805	15,380
Items Checked In	5,015	72,453	5,727	72,831	7,339	13,376
Holds Placed	1,786	21,046	1,799	21,595	1,827	3,853
Library of Things Check Outs (LOT)	NA	NA	74	1,850	194	296
Digital	Month	Yr End	Month	Yr End	Month	YTD
Libby & Overdrive Checkouts	998	13,615	1,227	16,861	1,642	3,317
Hoopla	124	1,587	181	2,271	150	323
Databases	Month	Yr End	Month	Yr End	Month	YTD
AtoZ Databases Logins (canceled for 2024)	21	2,340	103	1,194	NA	NA
Ancestry.com Logins	0	352	34	319		25
Universal Classes	3	54	NA	NA	327	2,230
Transparent Lang.(Pronunciator Exp2023)	0	28	NA	NA	3	21
Breakdown of Check Out Numbers	Month	Yr End	Month	Yr End	Month	YTD
Slinger	2,630	34,942	2,747	35,202	3,659	6,294
Wash Co Non Lib	3,226	43,413	3,164	41,980	4,452	7,861
Wash Co Cities	379	4,973	287	4,752	544	979
Outside Wash Co	54	1,639	179	1,768	150	246
Total Circulation Digital & Physical	Month	Yr End	Month	Yr End	Month	YTD
	7,411	100,205	7,785	102,667	10,597	19,020
Interlibrary Loan Activity-WISCAT	Month	Yr End	Month	Yr End	Month	YTD
Borrower - Requests from SL Patrons	4	97	11	138	14	33
Lender - Requests from other libraries	1	35	3	40	1	3
Library Programming	Month	Yr End	Month	Yr End	Month	YTD
Adult/Other Programs	8	79	5	97	9	19
Adult Program Attendance	101	710	50	895	91	159
Adult Self Directed Programs	0	2	0	2	0	0
Adult Self Directed Participation	0	159	0	195	0	0
Teen Programs	4	50	5	50	2	4
Teen Program Attendance	29	322	6	313	39	73
Teen Self Directed Programs	0	1	0	0	0	0
Teen Self Directed Attendance	0	54	0	0	0	0
Childrens Programs	12	163	21	209	7	14
Childrens Programs Attendance	111	2,993	232	3,399	178	330
Childrens Self Directed Programs	5	84	13	138	7	13
Childrens Self Directed Attendance	112	1,407	205	2,101	1,066	1,154
Other Library Services Offered	Month	Yr End	Month	Yr End	Month	YTD
Wifi Logins	405	5,928	469	7,269	619	1,233
Internet Logins	55	926	88	1,120	97	202
PAC Logins	1,356	18,497	1,488	17,822	1,312	2,638
Other Library Statistics	Month	Yr End	Month	Yr End	Month	YTD
Community Meetings	1	31	4	110	5	7
Community Meetings Attendance	38	307	76	402	67	90
Facebook Reach	1,661	45,210	2,190	47,891	2,491	4,513
Website Visits	4,386	61,575	4,760	137,961	8,415	14,861
Number of Volunteers	0	28	0	50	10	11
Volunteer Hours	0.00	40.50	0.00	61.00	10.00	11.00
Reference Statistics	Month	Yr End	Month	Yr End	Month	YTD
Reference Questions	89	856	167	2,193	215	407
Computer & Technology Assistance	21	252	47	461	54	89

February 2024 Total Circulations 10,597
Physical 8,805 & Digital 1,792



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

3 Year Physical Circulations



3 Year Digital Circulation Libby & Hoopla



Preschool Story Times (Young Child, 0-5)

Date	Program	Count
2/7/2024	Lil' Bookworms (snowmen)	17
2/14/2024	Lil' Bookworms (Valentine's Day)	21
2/21/2024	Lil' Bookworms (sledding/skiing)	80
2/28/2024	Lil' Bookworms (ice skating)	16
2/29/2024	Little Hearts (Dr. Seuss)	13
	Total Programs	5
	Total Count	147

Elementary Programs (Child, 6-11)

Date	Program	Count
2/13/2024	Afternoon Adventurers (LEGO build)	23
2/27/2024	Afternoon Adventurers (dance party)	8
	Total Programs	2
	Total Count	31

Preschool Crafts-Self-Directed (Young Child, 0-5)

Date	Program	Count
2/7/2024	Lil' Bookworms (snowman names)	10
2/14/2024	Lil' Bookworms (heart puppet)	11
2/21/2024	Lil' Bookworms (paper cup sled)	32
2/28/2024	Lil' Bookworms (ice skates)	8
2/29/2024	Little Hearts (dino pajama sheet)	11
	Total Programs	5
	Total Count	72

Self-Directed Programs

Date	Program	Count
2/1-2/29	February Scavenger Hunt	40
2/1-2/29	Leap Into More Checkouts	954
	Total Programs	2
	Total Count	

Teen Programs (Young Adult, 12-18)

Date	Program	Count
2/1/2024	Teen Thursdays (conversation heart bingo)	20
2/22/2024	Teen Thursdays (snark attack)	19
	Total Programs	2
	Total Count	39

Adult Programs

Date	Program	Count
2/5/2024	Senior Outreach - SV#4 - Lori	19
2/10/2024	Crafternoon @ the Library (heart garland)	15
2/12/2024	Devouring Book Cookbook Club (superbowl foods)	8
2/12/2024	Senior Outreach - SV#1 - Kelly	10
2/19/2024	Senior Outreach - SV#3 - Abby	13
2/19/2024	Monday Afternoon Book Club	8
2/20/2024	Pints & Pages Book Club	10
2/26/2024	Senior Outreach - SV#2 - Carrie	7
2/26/2024	Morning Movie (The Marvels)	1
	Total Programs	9
	Total Count	91

Outreach	# of Programs	Attendance	
Ages 0-5	1	13	On-site
Ages 19+	4	49	Off-site
TOTALS	5	62	

Self-Directed	# of Programs	Attendance
Ages 0-5	5	72
Ages 6-11	1	40
general	1	954
TOTALS	7	1,066

	# of Programs	Attendance
Total In-Person Programs at Library	13	246
Outreach (on-site & off-site)	5	62
Self-Directed	7	1,066
TOTALS	25	1,374

February 2024 Programs

February minutes of the Slinger Community Library Board
Monday, February 19, 2024

The meeting of Slinger Community Library Board of Trustees of the Village of Slinger was called to order by Library Board President Marlyss Thiel at 218 Slinger Road, Slinger, WI at 4:38pm on February 19, 2024 in accordance with Notice of Meeting delivered to members on February 16, 2024.

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	
Beth Lighthizer	X	
Katherine Tobey	X	
Kent Voll	X	
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	7	

Also present:

Leslie Schultz, Library Director

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

II. Director's Report

A. Circulation and Library Use Statistics- January 2024

Monthly statistics 2023 vs 2024

Director Schultz stated January total circulations, digital (Hoopla & Libby) and physical were 8,423 with physical circulations at 6,575 and digital at 1,848. Physical circulations decreased 9.1% (661 items) from January 2023. Director Schultz mentioned the decrease could have resulted from closing the library for 2 days due to inclement weather. Digital circulations increased 15.9% (254 items) from January 2023. Patron count was 2,105 an increase of .2% (4 patrons) from January 2023.

B. Library Program Report- January 2024

Director Schultz shared the January program report. Director Schultz said there was a decrease in programs offered in January due to the Youth Services Librarian on maternity leave.

C. Updates on FOSL Fundraisers

Director Schultz shared that the FOSL will have 3 upcoming fundraisers: March 14th Pi(e) Day Sale, April 2nd is the Election Coffee and Bake Sale, and April 27th is the Aspen Sky Trivia Night.

III. New Business

i. Emergency Closure & Inclement Weather Policy (review & Action)

The Trustees discussed the current policy and agreed that no action was needed. They recommended contacting a news channel to post when the Library closes for inclement weather.

ii. 2023 Annual Report

Director Schultz was not able to share the Power Point presentation on the 2023 Annual Report due to technology equipment malfunction. Director Schultz shared the Annual Report 2023 By the Numbers flyer.

iii. Minutes of January 8, 2024 meeting

Motion by Tobey/Moldenhauer to accept minutes with corrections. Motion carried.

iv. January Financial/Vouchers Reports

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

V. Announcements:

A. Next Meeting Date: Monday, March 11, 2024 at 4:30pm

VI. Adjourn Meeting

Motion by Moldenhauer/Lighthizer to adjourn at 5:20pm. Motion carried.

Respectfully Submitted, Leslie Schultz, Library Director

VOUCHERS February 2024

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

Date	Description	Invoice #	Debit	Balance	% of Budget
				\$2,650.00	\$2,650.00
2/7/2024	Amazon	Book Bundle supplies	15.99	\$2,634.01	
2/7/2024	Amazon	LOT bags-storage	7.99	\$2,626.02	0.90%
		TOTAL SPENT	\$23.98		

230-00-55110-310-000 Central Services

Date	Description	Invoice #	Debit	Balance	% of Budget
				\$28,632.00	\$28,632.00
1/31/2023	Village of Slinger		\$28,632.00		
		TOTAL SPENT	\$28,632.00	\$0.00	100.00%

230-00-55110-320-000 Programs

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
					\$5,650.00	\$5,650.00
2/5/2024	Hobby Lobby	AD Feb Program Supplies	\$19.73		\$5,630.27	
2/5/2024	Amazon	TN & AD Jan Program Supplies	\$71.40		\$5,558.87	
2/5/2024	Dollar Tree	TN Program Jan Program Supplies	\$15.83		\$5,543.04	
2/5/2024	Walmart	TN Program Jan Program Supplies	\$38.50		\$5,504.54	
2/29/2024	Spoon Man Inc	SLP Family Event July 2nd (reimbursement from Forte Bank	\$400.00		\$5,104.54	10.00%
		TOTAL SPENT	\$545.46			

230-00-55110-325-000 Marketing

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

230-00-55110-330-000 Training

Date	Description	Invoice #	Debit	Balance	% of Budget
				\$3,000.00	\$3,000.00
		TOTAL SPENT	\$0.00		0.00%

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

Date	Description	Invoice #	Debit	Balance	% of Budget
				\$300.00	\$300.00
		TOTAL SPENT	\$0.00		0.00%

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

Date	Description	Invoice #	Debit	Balance	% of Budget
				\$43,048.00	\$43,048.00
1/31/2023	Village of Slinger		\$43,048.00		
		TOTAL SPENT	\$43,048.00	\$0.00	100.00%

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

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
					\$14,184.00	\$14,184.00
2/2/2024	MLS	Jul-Dec 2023 TelePhony Allocation	\$18.32		\$14,165.68	
2/26/2024	MLS	E-Commerce Service Charges	\$4.30		\$14,161.38	0.20%
		TOTAL SPENT	\$22.62			

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

Date	Description	Invoice #	Debit	Balance	% of Budget
				\$31,303.97	\$32,269.00
2/29/2024	Ingram	CH & AD Prints	\$1,128.37	\$30,175.60	
2/29/2024	Midwest Tape	AD Book on CD	\$39.99	\$30,135.61	
2/29/2024	Amazon/Walmart	DVDs	\$53.51	\$30,082.10	
2/29/2024	Hoopla	Digital Content	\$313.19	\$29,768.91	7.70%
		TOTAL SPENT	\$1,535.06		

230-00-55110-830-000 Technology

Date	Description	Invoice #	Debit	Balance	% of Budget
				\$5,000.00	\$5,000.00
		TOTAL SPENT	\$0.00		0.00%

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

Date	Description	YTD Actual	Budget	Unexpended	% Used
2/29/2024	F/T Wages	\$16,194.71	\$114,166.21		14.2%
2/29/2024	P/T Wages (w/benefits)	\$7,580.66	\$59,555.06		12.7%
2/29/2024	P/T Wages	\$7,785.11	\$57,774.60		13.5%
		\$31,560.48	\$231,495.87		13.6%

Monthly Deposit 2024

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

January	\$ 617.56	April	\$ -	July	\$ -	Oct	\$ -	
February	\$ 382.68	May	\$ -	August	\$ -	Nov	\$ -	
March	\$ 64.80	June	\$ -	Sept	\$ -	Dec	\$ -	
							Total	\$ 1,065.04

Fines/Fees Monthly Deposit		Services Monthly Deposit		Donations Monthly Deposit			
<i>Late fines , lost item fees, missing pieces, replacement costs</i>		<i>Copies - Faxing - Replacement Cards - CC Coffee Snacks</i>		<i>Regular</i>		<i>Building & Offset</i>	<i>Other</i>
January	\$ 45.12	January	\$ 167.38	January	\$ -	\$ 414.00	\$ -
February	\$ 221.74	February	\$ 116.76	February	\$ -	\$ -	\$ 50.41
March	\$ 16.07	March	\$ 48.73	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	\$ -	\$ -	\$ -
Total	\$ 282.93	Total	\$ 332.87	Total	\$ -	\$ 414.00	\$ 50.41

Slinger Community Library CDs

Certificate B - held at Associated Bank in Slinger - Acct #290811****

18-month CD renewed on 9/18/2019

Balance as of 3/18/21: \$14,375.22

Interest Rate: .26%

Maturity Date: March 18, 2021

Account CLOSED on 3/18/21

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

12-month CD renewed on 4/14/2021

Balance as of 4/14/2022: \$11,867.26

Interest Rate: .20%

Maturity Date: April 14, 2023

Account CLOSED on 11/30/22

Certificate E - held at Forte Bank -

12-month CD opened on 4/14/2021

Balance as of 4/14/2022: \$14,403.99

Interest Rate: .20%

Maturity Date: April 14, 2023

Account CLOSED on 11/30/22

Certificate H - held at Forte Bank

15-month CD renewed on 9/5/2023

Balance as of 11/30/2022: \$26,862.49

Interest Rate: 4.50%

Maturity Date: December 5, 2024

Total: \$27,163.87

Certificate J - held at Forte Bank

21-month CD opened on 11/30/2022

Balance as of 11/30/2022: \$100,000

Interest Rate: 4.00%

Maturity Date: August 31, 2024

Total: \$102,004.47

Certificate M - held at Forte Bank

21-month CD opened on 3/20/2023

Balance as of 3/20/2023: \$29,000

Interest Rate: 4.30%

Maturity Date: December 20, 2024

Total: \$29,314.31

Certificate N - held at Forte Bank

15-month CD opened on 7/14/2023

Balance as of 7/14/2023: \$25,000

Interest Rate: 4.50%

Maturity Date: October 14, 2024

Total: \$25,000.00

