



Slinger Community Library Board of Trustees
Village Community Room, located at 218 Slinger Rd
Monday, November 13, 2023 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, – October 2023
 - B. Library Program Report: October 2023
 - C. Friends of Slinger Library update
- III. **New Business**
 - A. Review and Action
 - i. 2024 Budget
 - ii. December Library Board meeting
 - iii. Minutes of October 9, 2023 meeting
 - iv. October Financial/Vouchers Report
- IV. **Announcements**
 - A. Next Meeting Date: Monday, December 11, 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, November 10, 2023. 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, November 10, 2023

Re: Agenda for Monday, Monday 13, 2023

II. DIRECTOR' S REPORT

A. Circulation and Library Use Statistics-October 2023

Monthly statistics 2022 vs 2023

October total circulations, digital (Hoopla & Libby) and physical were 8,115 with physical circulations at 6,393 and digital at 1,722. Physical circulations decreased 6.9% (477 items) from October 2022. Digital circulations increased 30.9% (406 items) from October 2022. Patron count was 2,209 an increase of 21.6% (392 patrons) from October 2022.

B. Library Program Report-October 2023

Please see attached October program reports.

C. Friends of Slinger Library up

The FOSL group voted in a new board:

Co-Presidents: Barb Z., & Kate M.

Secretary: Tiffany S.

Treasurer: Beth Y.

The Silent Auction was a great success! Approximately \$4,000 was raised and Modern Woodmen will match \$1,000. Total raised is over \$5,000! 47 businesses and 31 individuals donated items to the silent auction.

Is there a board member who would like to be the Friends liaison?

III. NEW BUSINESS

i.2024 Budget (discussion and action)

A. the last budget reflected \$2,000 in the unrealized gain on investment budget line. It should have been \$0.00

B. that adjustment led the transfer from reserves to increase \$2,000

C. 2 versions of the budget:

a. assumes a 4% increase for library director, \$16,200 contingency budget for staff raises, \$38,188.19 transfer from reserves – which was approved on October 9, 2023

b. assumes an 8% increase for library director to reach minimum salary of comparables in her position for the area, \$18,818 contingency budget for staff raises, and \$41,188 transfer from reserves

ii. December Library Board meeting (discussion and action)

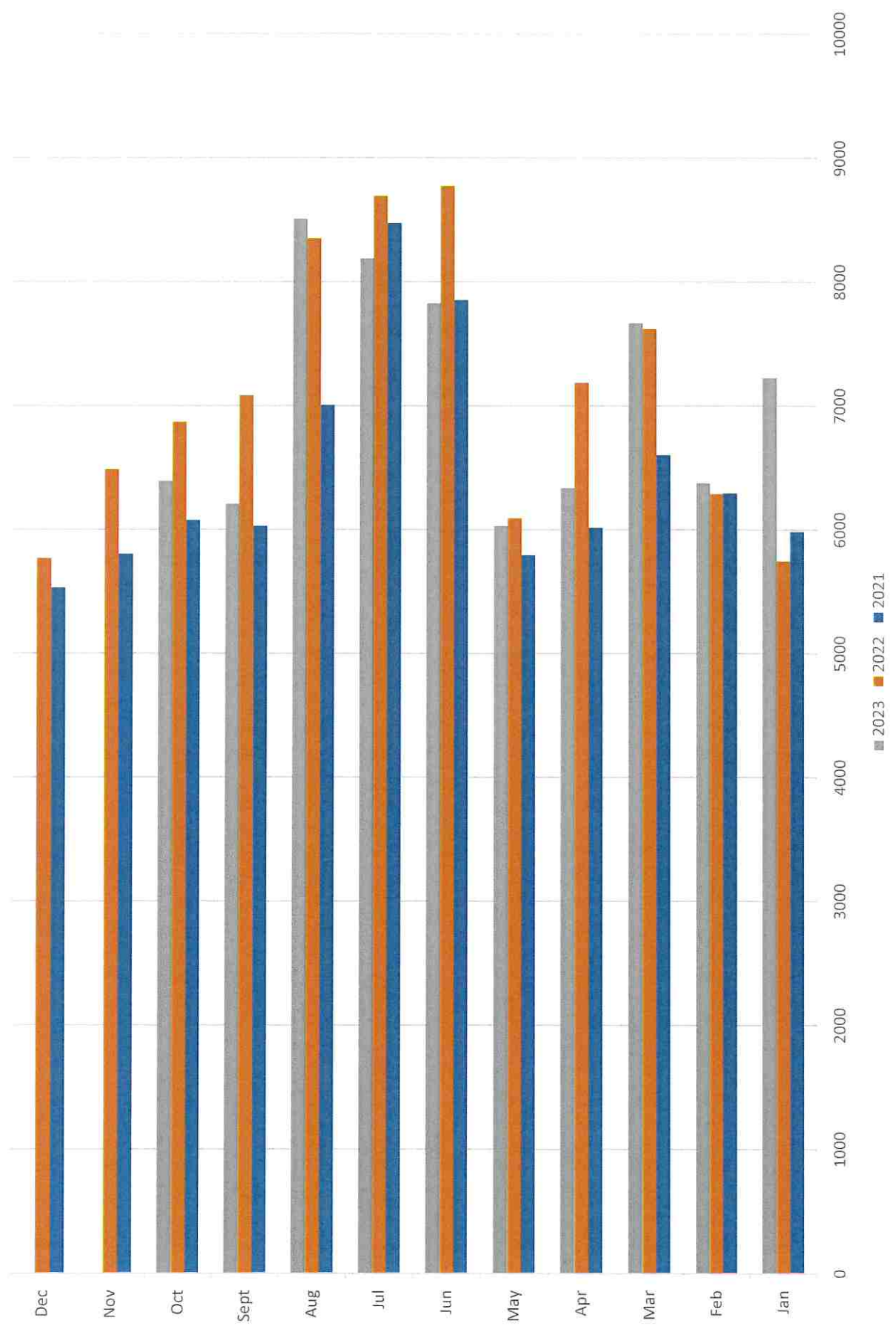
For the past two years the Library Board has approved cancelling the December.

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.

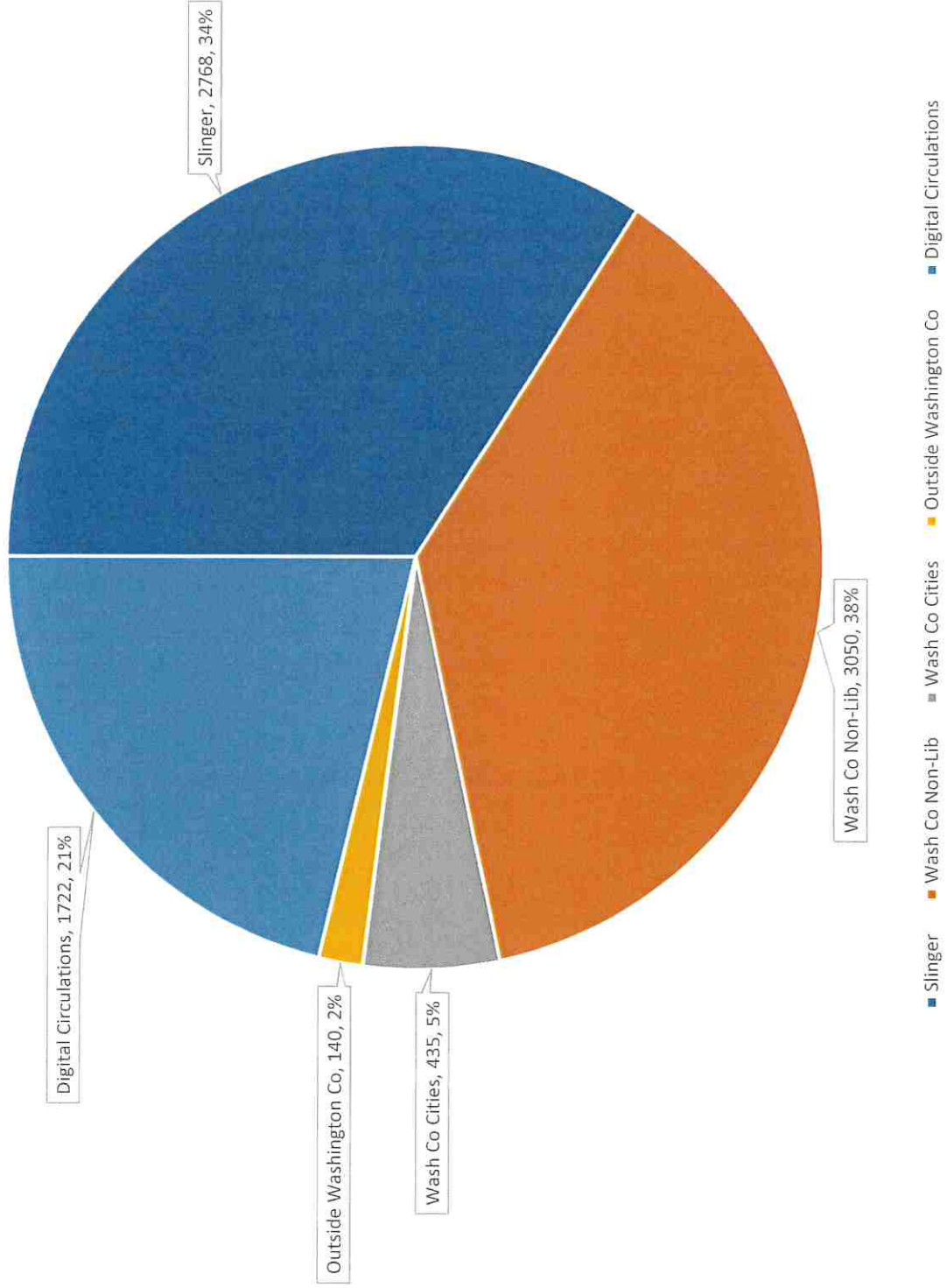
October Slinger Library Statistics

	2021	2022		2023	
Circulation Activity	Yr End	Month	Yr End	Month	YTD
Number of Days Open	295	25	293	25	250
Patron Count	22,700	1,817	26,121	2,209	24,437
New Cards Issued	232	13	371	21	341
Physical	Yr End	Month	Yr End	Month	YTD
Items Checked Out	77,481	6,870	84,970	6,393	70,780
Items Checked In	66,171	6,161	72,453	5,591	62,173
Holdings Placed	21,401	1,707	21,046	1,746	18,134
Library of Things Check Outs (LOT)	NA	NA	NA	141	1,607
Digital	Yr End	Month	Yr End	Month	YTD
Libby & Overdrive Checkouts	14,147	1,199	13,615	1,543	13,980
Hoopla	371	117	1,587	179	1,901
Databases	Yr End	Month	Yr End	Month	YTD
AtoZ Databases Logins	8,061	340	2,340	67	1,100
Ancestry.com Logins	1,056	46	352	32	267
Universal Classes (thru Libby)	17	7	54	NA	NA
Transparent Language	199	0	28	0	NA
Breakdown of Check Out Numbers	Yr End	Month	Yr End	Month	YTD
Slinger	33,248	2,641	34,942	2,768	29,058
Wash Co Non Lib	38,927	3,640	43,413	3,050	36,237
Wash Co Cities	3,996	388	4,973	435	3,991
Outside Wash Co	1,267	201	1,639	140	1,484
Total Circulation Digital & Physical	Yr End	Month	Yr End	Month	YTD
	91,903	8,186	100,205	8,115	86,484
Interlibrary Loan Activity-WISCAT	Yr End	Month	Yr End	Month	YTD
Borrower - Requests from SL Patrons	80	8	97	11	121
Lender - Requests from other libraries	27	3	35	4	36
Library Programming	Yr End	Month	Yr End	Month	YTD
Adult/Other Programs	47	8	79	9	74
Adult Program Attendance	326	78	710	75	687
Adult Self Directed Programs	15	0	2	0	2
Adult Self Directed Participation	306	0	159	0	195
Teen Programs	21	6	50	5	40
Teen Program Attendance	196	39	322	67	279
Teen Self Directed Programs	11	0	1	0	0
Teen Self Directed Attendance	136	0	54	0	0
Childrens Programs	79	24	163	23	178
Childrens Programs Attendance	1,770	332	2,993	546	3,333
Childrens Self Directed Programs	51	16	84	14	109
Childrens Self Directed Attendance	1,777	168	1,407	198	1,574
Other Library Services Offered	Yr End	Month	Yr End	Month	YTD
Wifi Logins	4,827	569	5,928	787	6,663
Internet Logins	662	86	926	97	941
PAC Logins	18,522	1,507	18,497	1,319	15,282
Other Library Statistics	Yr End	Month	Yr End	Month	YTD
Community Meetings	14	2	31	0	30
Community Meetings Attendance	133	2	307	0	368
Facebook Reach	25,863	2,447	45,210	5,251	46,701
Website Visits	50,394	4,033	61,575	6,998	106,921
Number of Volunteers	23	0	28	7	30
Volunteer Hours	26.00	0.00	40.50	14.00	52.00
Reference Statistics	Yr End	Month	Yr End	Month	YTD
Reference Questions	1,091	69	856	152	1,863
Computer & Technology Assistance	260	24	252	34	392

3 year Bar Graph



October 2023 Total Circulations
Physical 6,393 & Digital 1,722



October 2023 Library Programs

Preschool Story Times

Date	Program	Count
10/3/2023	Lil Bookworms (bats)	8
10/4/2023	Lil Bookworms (bats)	34
10/5/2023	Little Hearts (acts of kindness)	8
10/10/2023	Lil Bookworms (costumes)	9
10/11/2023	Lil Bookworms (costumes)	27
10/12/2023	Little Hearts (SFD program)	57
10/17/2023	Lil Bookworms (spiders)	10
10/18/2023	Lil Bookworms (spiders)	21
10/18/2023	St. Paul Fall Storytime (fall)	69
10/19/2023	St. Paul Fall Storytime (fall)	41
10/19/2023	Little Hearts Storytime (books)	8
10/24/2023	Lil Bookworms (not-so-scary monsters)	8
10/26/2023	Little Hearts (Halloween)	9
10/31/2023	Lil Bookworms (yummy treats)	9
	Total Programs	14
	Total Count	318

Preschool Crafts

Date	Program	Count
10/3/2023	Lil Bookworms Craft (cork bat)	4
10/4/2023	Lil Bookworms Craft (cork bat)	19
10/5/2023	Little Hearts Craft (kindness rocks)	7
10/10/2023	Lil Bookworms Craft (superhero mask)	4
10/11/2023	Lil Bookworms Craft (superhero mask)	15
10/17/2023	Lil Bookworms Craft (popsicle stick spider)	5
10/18/2023	St. Paul Fall Craft (leaf person)	33
10/18/2023	Lil Bookworms Craft (popsicle stick spider)	11
10/19/2023	St. Paul Fall Craft (leaf person)	20
10/24/2023	Lil Bookworms (popsicle stick monsters)	4
10/25/2023	Lil Bookworms (popsicle stick monsters)	16
10/26/2023	Little Hearts (toilet paper roll mummy)	7
10/31/2023	Lil Bookworms (acorn cookies)	3
	Total Programs	13
	Total Count	148

Elementary Programs

Date	Program	Count
10/3/2023	Afternoon Adventurers (Halloween Treasure Boxes)	13
10/10/2023	Afternoon Adventurers (pumpkin games)	8
10/17/2023	Afternoon Adventurers (edible haunted house)	10
10/24/2023	Afternoon Adventurers (fab lab)	8
10/31/2023	Afternoon Adventurers (dance party)	14
	Total Programs	5
	Total Count	53

Teen Programs

Date	Program	Count
10/5/2023	Teen Thursdays (Halloween Wreath)	17
10/12/2023	Teen Thursdays (Edible Haunted House)	21
10/19/2023	Teen Thursdays (Ozobots)	13
10/19/2023	October TAB Meeting	5
10/26/2023	Teen Thursdays (teen hangout)	11
	Total Programs	5
	Total Count	67

Adult Programs

Date	Program	Count
10/2/2023	Senior Outreach -SV#4 – Kori	6
10/13/2023	Coffee & Healthy Chat	0
10/13/2023	Thursday Morning Movie – The Birds	0
10/14/2023	Crafternoon @ the Library - Pumpkins	22
10/16/2023	Monday Afternoon Book Club	8
10/16/2023	Senior Outreach -SV#1 – Kelly	18
10/17/2023	Pints & Pages Book Club	16
10/30/2023	Senior Outreach – SV#2 – Carrie	cancelled
10/23/2023	Senior Outreach – SV#3 – Abby	5
	Total Programs	9
	Total Count	75

Family Programs/Other

Date	Program	Count
10/13/2023	Spooky Movie Marathon	28
10/14/2023	Annular Eclipse View Party	0
10/20/2023	Spooky Stories @ Pike Lake (DNR)	87
10/28/2023	Spooky Saturday Morning Adventures	60
	Total Programs	4
	Total Count	175

Volunteers

Date	Program	Count
10/12/2023	SHS Student Volunteers	7
	Total Count	7

Passive Programs

Date	Program	Count
10/1-10/31	October Scavenger Hunt	59
	Total Programs	1
	Total Count	59

Grand Totals

Total Programs (not including passive programs)	50
Total Program Count	836
Total Passive Programs	1
Total Program Count	51

DEPARTMENTLIBRARY
FUND 23**Program Description**

The Slinger Community Library (SCL) is an agency of the municipal government of the Village of Slinger. The seven-member Library Board, appointed by the village president under Chapter 43, sets policy for the library and operates under Chapter 43 of the Wisconsin State Statutes.

We are part of the Monarch Library System. Washington, Dodge, Ozaukee and Sheboygan counties make up the new system. The collection of the four counties has grown our catalog to over 2.25 million items.

The SCL receives direct funding from the Village of Slinger and Washington County (for non-municipal residents).

The library has a Friends support group. Although not an official part of the library structure, the Friends of the Slinger Community Library, Inc. is a major source of additional funding and community support. Annually, the Friends contribute funds for youth programs and the purchase of additional materials. In 2022-2023, the Friends contributed \$5,616.05 to the library.

2023 Accomplishments

- SCL increased Library of Things offerings to include more attraction passes: Schlitz Audubon Nature Center, Kettle Moraine YMCA Family Pass, Horicon Aquatic Center, and State Park passes. We also offered a 16 new items to our Library of Things collection: a beach & boardwalk wagon, tools for moving, a karaoke machine, pressure washer, and a carpet and upholstery cleaner.
- SCL went fine free on all materials September 1st.
- Added new collections:
 - Tonie Boxes are screen-free digital listening experience that plays stories songs, and more.
 - Wonderbooks are print books with a ready-to-play audiobook inside.
 - Video Games
 - added 2 digital offerings to our Digital Library; Universal Class by Libby and Transparent Language
- Created a Slinger Community Library quarterly newsletter, *SCL Chapters*
- We started outreach to seniors at the four buildings of Serenity Villa
- We increased broadband to Library Gather Room and Library Parking lot and added Wireless printing for mobile devices

2024 Objectives

- Investigate ways to make the quarterly Slinger Community Library newsletter, *SCL Chapters*, electronic.
- Focus on continuing education opportunities for all staff to expand their knowledge base and provide the library with the newest ideas, programs, and technology available.
- Explore additional SCL programming and community outreach to the Slinger community, Slinger School District, and throughout the county.
- Youth Services Librarian position to become full-time to increase programming for youth and outreach to schools, homeschool groups, and community
- Add new digital or electronic database offerings to our patrons
- Reorganize/reclassify into “neighborhoods” Easy Non-Fiction and Adult Non-Fiction to be more browsable

Staffing

Position	FTE (Full-Time Equivalent)
Library Director	1.0
Youth Services Librarian	1.0
Catalog Librarian	.65
Circulation Librarian	.75
Circulation Clerk (5)	1.875

Account Detail

41110-000 – Real & Personal Property Tax: For 2024, the Library Board is requesting a levy of \$200,000. This 7.16% is in line with the library's expanded services and community outreach.

43721-000 – County Library Payments: This account monitors the payments received from Washington County, which are based on the number of non-Village patrons that make use of Library services.

49230-000 – Transfer from Reserves: The Library has accumulated cash reserves through our very conservative budgeting practices over several years. We will be using a small portion of this amount to help offset increasing operational costs and salary increases.

55110-140 – Library Board Per Diem: The Library Board gave up their per diem in 2006-2023. They plan to do so again in 2024.

230-55110-101-Library F/T Wages: This account pays for F/T wages. The increase shows the Youth Services Librarian position going full-time in 2024 and wage increases for both F/T positions.

55110-102 – Library P/T Wages (W/Ben)

55110-104 – Library Part Time Wages: These accounts pay for P/T wages (W/Ben) and P/T wages (W/O Ben) for staff. The increases shown here are the result of a wage increase for staff.

55110-300 – Supplies & Expenses: This account is used for material processing supplies (barcodes, book covers, audio-visual cases, Library of Things storage, etc.)

55110-320 – Library Programs: These funds are used to provide Teen and Adult programs to our service population.

55110-325 – Library Marketing: The marketing account is used to promote library services and programs beyond the library's website, Facebook Page, and ads in local media.

55110-330- Training: The training budget pays for staff to attend seminars, training and/or the annual Wisconsin Library Association Conference. The library director is required each year to have at least 20 hours of continuing education to maintain the public librarian certification per Chapter 43.

55110-350 Repair and Maintenance: The amount shown here pays for any repairs on Library-specific computers and office furniture.

55110-726 – Contracted Services Payments: The amount shown here represents the annual subscription fee for the library's automation system software. This line item also pays for the library's TEACH T-1 Line, which is funded 100% by Washington County.

55110-800 – Library Capital Outlay/Books: This is the amount that will be spent on physical materials, digital circulations, and databases (books, magazines, DVD's, music CD's and audio books on compact disc, and digital streaming, and attraction passes).

55110-830 – Library Technology: Technology funds are used to replace and/or upgrade

FUND 23 - LIBRARY

REVENUES WITH COMPARISON TO BUDGET	2022 ACTUAL 12/31/2022	YTD ACTUAL 07/31/2023	PROJECTED YEAR-END	BUDGET	2024 PROPOSED BUDGET	% CHANGE
230-41110-000-000 REAL & PERSONAL PROPERTY TAX	176,510.00	186,630.00	186,630.00	186,630.00	200,000.00	7.16%
230-43721-000-000 COUNTY LIBRARY PAYMENTS	171,709.29	79,731.94	136,683.33	154,607.00	170,120.00	10.03%
230-43723-000-000 COUNTY OFFSET PAYMENT					6,235.00	
230-43725-000-000 NON RESIDENT REIMBURSEMENTS	615.26	789.23	790.00	789.69	930.00	17.77%
230-43726-000-000 CONTRACTED SERVICE PAYMENTS	6,178.23	1,200.00	6,740.00	6,740.33	6,952.00	3.14%
230-45120-000-000 FINES & AWARDS	5,529.68	5,435.43	6,000.00	4,500.00	2,000.00	-55.56%
230-48120-000-000 LIBRARY INTEREST INCOME	4,825.96	2,396.86	4,200.00	4,000.00	4,000.00	0.00%
230-48121-000-000 SPECIAL FUND INTEREST	890.85	6,648.49	11,397.00	150	150.00	0.00%
230-48130-000-000 UNREALIZED GAIN ON INVESTMENTS	-13,909.45	1,970.09	2,000.00	0	0.00	
230-48400-000-000 MISC GRANTS	0	0	0.00	4,465.00	0.00	-100.00%
230-48500-000-000 DONATIONS	5,189.18	30,960.99	53,075.98	0		
230-49230-000-000 TRANSFER FROM RESERVES	0	0	0.00	23,640.00	38,188.19	61.54%
TOTAL FUND REVENUE	357,539.00	315,763.03	407,516.31	385,522.02	428,575.19	11.17%

**LIBRARY
FOR THE 7 MONTHS ENDING JULY 31, 2023**

EXPENDITURES WITH COMPARISON TO BUDGET	2022 ACTUAL 12/31/2022	YTD ACTUAL 07/31/2023	PROJECTED YEAR-END	BUDGET	2024 PROPOSED BUDGET	% CHANGE
CONTINGENCY					16,200.00	
230-53860-000-105 LOSS ON INVESTMENTS	58.64	0.00	0.00	0.00		
230-55110-101-000 LIBRARY F/T WAGES	58,724.03	35,669.06	65,562.00	65,561.60	65,561.60	0.00%
230-55110-102-000 LIBRARY P/T WAGES (W/BEN)	72,413.60	44,447.96	76,196.50	89,132.16	89,132.16	0.00%
230-55110-104-000 LIBRARY P/T WAGES	42,244.21	28,324.11	48,555.62	56,674.80	56,674.80	0.00%
230-55110-130-000 LIBRARY S/ SECURITY TAX	12,866.70	8,447.50	14,481.43	16,169.69	17,409.00	7.66%
230-55110-132-000 LIBRARY RETIREMENT	8,457.96	5,747.07	9,852.12	10,519.18	11,715.63	11.37%
230-55110-133-000 LIBRARY BENEFITS	14,656.38	10,354.82	17,751.12	22,207.79	29,264.00	31.77%
230-55110-300-000 LIBRARY SUPPLIES & EXP	3,898.65	1,516.08	2,598.99	2,000.00	2,650.00	32.50%
230-55110-310-000 LIBRARY CENTRAL SERVICES	23,971.00	20,849.25	27,799.00	27,799.00	28,632.00	3.00%
230-55110-320-000 LIBRARY PROGRAMS	10,431.63	3,121.44	5,351.04	4,650.00	5,650.00	21.51%
230-55110-325-000 LIBRARY MARKETING	1,383.27	886.57	1,519.83	2,000.00	1,650.00	-17.50%
230-55110-330-000 LIBRARY TRAINING	1,619.31	2,401.74	2,900.00	2,000.00	3,000.00	50.00%
230-55110-350-000 LIBRARY REPAIR & MAINT	75.9	104.96	179.93	1,000.00	300.00	-70.00%
230-55110-530-000 LIBRARY CENTRAL SVC- BLDG	36,038.00	31,344.75	41,793.00	41,793.00	43,048.00	3.00%
230-55110-726-000 CONTRACTED SERVICE PAYMENTS	12,340.20	12,907.15	12,907.00	12,280.67	14,184.00	15.50%
230-55110-800-000 LIBRARY CAPITAL OUTLAY/BOOKS	28,928.36	28,153.73	30,000.00	27,269.00	32,269.00	18.34%
230-55110-830-000 LIBRARY TECHNOLOGY	4,849.45	503.08	4,465.00	4,465.00	5,000.00	11.98%
230-55110-840-000 COUNTY OFFSET TRANSFER					6,235.00	
TOTAL FUND EXPENDITURES	332,957.29	234,779.27	361,912.59	385,521.89	428,575.19	11.17%
NET REVENUE OVER EXPENDITURES	24,581.71	80,983.76	45,603.72	0.13	0.00	

Assumes 4% increase for Director

FUND 23 - LIBRARY

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230-43723-000-000 COUNTY OFFSET PAYMENT					6,235.00	
230-43725-000-000 NON RESIDENT REIMBURSEMENTS	615.26	789.23	790.00	789.69	930.00	17.77%
230-43726-000-000 CONTRACTED SERVICE PAYMENTS	6,178.23	1,200.00	6,740.00	6,740.33	6,952.00	3.14%
230-45120-000-000 FINES & AWARDS	5,529.68	5,435.43	6,000.00	4,500.00	2,000.00	-55.56%
230-48120-000-000 LIBRARY INTEREST INCOME	4,825.96	2,396.86	4,200.00	4,000.00	4,000.00	0.00%
230-48121-000-000 SPECIAL FUND INTEREST	890.85	6,648.49	11,397.00	150	150.00	0.00%
230-48130-000-000 UNREALIZED GAIN ON INVESTMENTS	-13,909.45	1,970.09	2,000.00	0	0.00	
230-48400-000-000 MISC GRANTS	0	0	0.00	4,465.00	0.00	-100.00%
230-48500-000-000 DONATIONS	5,189.18	30,960.99	53,075.98	0		
230-49230-000-000 TRANSFER FROM RESERVES	0	0		23,640.00	41,188.00	74.23%
TOTAL FUND REVENUE	357,539.00	315,763.03	407,516.31	385,522.02	431,575.00	11.95%

**LIBRARY
FOR THE 7 MONTHS ENDING JULY 31, 2023**

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230-55110-130-000 LIBRARY S/ SECURITY TAX	12,866.70	8,447.50	14,481.43	16,169.69	17,609.00	8.90%
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230-55110-325-000 LIBRARY MARKETING	1,383.27	886.57	1,519.83	2,000.00	1,650.00	-17.50%
230-55110-330-000 LIBRARY TRAINING	1619.31	2,401.74	2,900.00	2,000.00	3,000.00	50.00%
230-55110-350-000 LIBRARY REPAIR & MAINT	75.9	104.96	179.93	1,000.00	300.00	-70.00%
230-55110-530-000 LIBRARY CENTRAL SVC- BLDG	36,038.00	31,344.75	41,793.00	41,793.00	43,048.00	3.00%
230-55110-726-000 CONTRACTED SERVICE PAYMENTS	12,340.20	12,907.15	12,907.00	12,280.67	14,184.00	15.50%
230-55110-800-000 LIBRARY CAPITAL OUTLAY/BOOKS	28,928.36	28,153.73	30,000.00	27,269.00	32,269.00	18.34%
230-55110-830-000 LIBRARY TECHNOLOGY	4,849.45	503.08	4,465.00	4,465.00	5,000.00	11.98%
230-55110-840-000 COUNTY OFFSET TRANSFER					6,235.00	
TOTAL FUND EXPENDITURES	332,957.29	234,779.27	361,912.59	385,521.89	431,574.56	11.95%
NET REVENUE OVER EXPENDITURES	24,581.71	80,983.76	45,603.72	0.13	0.44	

Assumes 8% increase for Director

FUND 23 - LIBRARY

REVENUES WITH COMPARISON TO BUDGET	2022 ACTUAL 12/31/2022	YTD ACTUAL 07/31/2023	PROJECTED YEAR-END	BUDGET	2024 PROPOSED BUDGET	% CHANGE
230-41110-000-000 REAL & PERSONAL PROPERTY TAX	176,510.00	186,630.00	186,630.00	186,630.00	200,000.00	7.16%
230-43721-000-000 COUNTY LIBRARY PAYMENTS	171,709.29	79,731.94	136,683.33	154,607.00	170,120.00	10.03%
230-43723-000-000 COUNTY OFFSET PAYMENT					6,235.00	
230-43725-000-000 NON RESIDENT REIMBURSEMENTS	615.26	789.23	790.00	789.69	930.00	17.77%
230-43726-000-000 CONTRACTED SERVICE PAYMENTS	6,178.23	1,200.00	6,740.00	6,740.33	6,952.00	3.14%
230-45120-000-000 FINES & AWARDS	5,529.68	5,435.43	6,000.00	4,500.00	2,000.00	-55.56%
230-48120-000-000 LIBRARY INTEREST INCOME	4,825.96	2,396.86	4,200.00	4,000.00	4,000.00	0.00%
230-48121-000-000 SPECIAL FUND INTEREST	890.85	6,648.49	11,397.00	150	150.00	0.00%
230-48130-000-000 UNREALIZED GAIN ON INVESTMENTS	-13,909.45	1,970.09	2,000.00	0	0.00	
230-48400-000-000 MISC GRANTS	0	0	0.00	4,465.00	0.00	-100.00%
230-48500-000-000 DONATIONS	5,189.18	30,960.99	53,075.98	0		
230-49230-000-000 TRANSFER FROM RESERVES	0	0	0.00	23,640.00	42,689.00	80.58%
TOTAL FUND REVENUE	357,539.00	315,763.03	407,516.31	385,522.02	433,076.00	12.33%

LIBRARY
FOR THE 7 MONTHS ENDING JULY 31, 2023

EXPENDITURES WITH COMPARISON TO BUDGET	2022 ACTUAL 12/31/2022	YTD ACTUAL 07/31/2023	PROJECTED YEAR-END	BUDGET	2024 PROPOSED BUDGET	% CHANGE
CONTINGENCY					\$20,129.00	
230-53860-000-105 LOSS ON INVESTMENTS	58.64	0.00	0.00	0.00		
230-55110-101-000 LIBRARY F/T WAGES	58,724.03	35,669.06	65,562.00	65,561.60	65,561.00	0.00%
230-55110-102-000 LIBRARY P/T WAGES (W/BEN)	72,413.60	44,447.96	76,196.50	89,132.16	89,132.16	0.00%
230-55110-104-000 LIBRARY P/T WAGES	42,244.21	28,324.11	48,555.62	56,674.80	56,674.80	0.00%
230-55110-130-000 LIBRARY S/ SECURITY TAX	12,866.70	8,447.50	14,481.43	16,169.69	17,710.00	9.53%
230-55110-132-000 LIBRARY RETIREMENT	8,457.96	5,747.07	9,852.12	10,519.18	11,987.00	13.95%
230-55110-133-000 LIBRARY BENEFITS	14,656.38	10,354.82	17,751.12	22,207.79	29,264.00	31.77%
230-55110-300-000 LIBRARY SUPPLIES & EXP	3,898.65	1,516.08	2,598.99	2,000.00	2,650.00	32.50%
230-55110-310-000 LIBRARY CENTRAL SERVICES	23,971.00	20,849.25	27,799.00	27,799.00	28,632.00	3.00%
230-55110-320-000 LIBRARY PROGRAMS	10,431.63	3,121.44	5,351.04	4,650.00	5,650.00	21.51%
230-55110-325-000 LIBRARY MARKETING	1,383.27	886.57	1,519.83	2,000.00	1,650.00	-17.50%
230-55110-330-000 LIBRARY TRAINING	1619.31	2,401.74	2,900.00	2,000.00	3,000.00	50.00%
230-55110-350-000 LIBRARY REPAIR & MAINT	75.9	104.96	179.93	1,000.00	300.00	-70.00%
230-55110-530-000 LIBRARY CENTRAL SVC- BLDG	36,038.00	31,344.75	41,793.00	41,793.00	43,048.00	3.00%
230-55110-726-000 CONTRACTED SERVICE PAYMENTS	12,340.20	12,907.15	12,907.00	12,280.67	14,184.00	15.50%
230-55110-800-000 LIBRARY CAPITAL OUTLAY/BOOKS	28,928.36	28,153.73	30,000.00	27,269.00	32,269.00	18.34%
230-55110-830-000 LIBRARY TECHNOLOGY	4,849.45	503.08	4,465.00	4,465.00	5,000.00	11.98%
230-55110-840-000 COUNTY OFFSET TRANSFER					6,235.00	
TOTAL FUND EXPENDITURES	332,957.29	234,779.27	361,912.59	385,521.89	433,075.96	12.33%
NET REVENUE OVER EXPENDITURES	24,581.71	80,983.76	45,603.72	0.13	0.04	

Assumes 10% increase for Director

October minutes of the Slinger Community Library Board
Monday, October 9, 2023

The meeting of Slinger Community Library Board of Trustees of the Village of Slinger was called to order by Library Board Vice President Donna Moldenhauer at 218 Slinger Road, Slinger, WI at 4:32pm on October 9, 2023 in accordance with Notice of Meeting delivered to members on October 6, 2023.

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	
	<hr/>	<hr/>
	5	2

Also present:

Leslie Schultz, Library Director

I. Open for Public Comment

No public comments were presented.

II. Director's Report

A. Circulation and Library Use Statistics-September 2023

Director Schultz stated September total circulations, digital (Hoopla & Libby) and physical were 7,696 with physical circulations at 6,209 and digital at 1,487. Physical circulations decreased 12% (876 items) from September 2022. Digital circulations increased 14.8% (192 items) from September 2022. Patron count was 2,132 a decrease of 8.9% (210 patrons) from September 2022.

B. Library Program Report-September 2023

Director Schultz shared the September program report. Director Schultz also mentioned the four family programs happening in October. The Spooky Movie Marathon and Spooky Stories with the DNR at Pike Lake on October 13th. On October 14th we will have a Annular Eclipse Viewing Party and on the 28th we will have a Spooky Saturday Morning with candy, costumes, crafts, slime, and more.

III. New Business

i. 2024 Budget

Director Schultz went through each budget line and stated the reasons for the increases. Director Schultz stated the need for staff to be giving yearly raises to retain and hire quality staff. Director Schultz recommended a 4% raise for all staff. Trustee Lighthizer recommended giving the director a higher raise if funding.

Motion by Lighthizer/Hignite to approve the 2024 budget as presented. Motion carried.

ii. Youth Services Librarian Position

Director Schultz recommended for the Youth Service position to become full-time at 40 hours per week. Director Schultz stated this position plays an enormous role in monthly programs, outreach to the community and schools, and manages collections and budgets. Due to those items above that another 8 hours would be needed to strengthen those areas and cover holes in current staffing levels.

Motion by Lighthizer/Hignite to approve the Youth Services Librarian position to go full-time at 40 hours per week. Motion carried.

iii. Minutes of September 18, 2023 meeting

Motion by Lighthizer/Voll to accept minutes with corrections. Motion carried.

iv. September Financial/Vouchers Reports

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

V. Announcements:

A. Next Meeting Date: Monday, November 13, 2023 at 4:30pm

VI. Adjourn Meeting

Motion by Waterman/Voll to adjourn at 5:21pm. Motion carried.

Respectfully Submitted, Leslie Schultz, Library Director

VOUCHERS OCTOBER 2023

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

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
					\$574.42	\$2,000.00
10/31/2023	Walmart	Coffee /snack bar suplies	\$33.96		\$540.46	
10/31/2023	amazon	office supplies	\$35.51		\$504.95	
10/31/2023	amazon	office supplies-2024 wall calendar	\$19.49		\$485.46	
10/31/2023	DEMCO	processing supplies	\$185.27		\$300.19	85.00%
			\$274.23			

230-00-55110-310-000 Central Services

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
					\$27,799.00	
10/31/2023	Village of Slinger		\$27,799.00			
		TOTAL SPENT	\$27,799.00		\$0.00	100%

230-00-55110-320-000 Programs

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
					\$1,406.40	\$4,650.00
10/31/2023	Amazon	gift card for Library Card Sign-Up month prize	\$25.00		\$1,381.40	
10/31/2023	Walmart	Supplies for AD September program	\$51.91		\$1,329.49	
10/31/2023	pick n Save	Supplies for TN program	\$23.29		\$1,306.20	
10/31/2023	Kathleen Barblian	AD Program Supplies	\$45.24		\$1,260.96	
10/31/2023	Town 9 Tap	AD SLP Program	\$300.00		\$960.96	79.40%
		TOTAL SPENT	\$445.44			

230-00-55110-325-000 Marketing

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
10/31/2023					\$871.97	\$2,000.00
					\$871.97	56.40%
		TOTAL SPENT	\$0.00			

230-00-55110-330-000 Training

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
					(\$753.31)	\$2,000.00
10/31/2023	ALA webinar	HC-Using TikTok to Reach Teens	\$79.00		(\$832.31)	
10/31/2023	Hanna Collins	HC milage-YSS meeting in Beaver Dam	\$43.23		(\$875.54)	144.00%
		TOTAL SPENT	\$122.23			

VOUCHERS OCTOBER 2023

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

Date	Description	Invoice #	Debit	Balance	% of Budget
10/31/2023				\$872.58	\$1,000.00
		TOTAL SPENT	\$22.46	\$872.58	12.70%

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

Date	Description	Invoice #	Debit	Balance	% of Budget
10/31/2023	Village of Slinger		\$41,793.00	\$41,793.00	
		TOTAL SPENT	\$41,793.00	\$0.00	100%

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

Date	Description	Invoice #	Debit	Credit	Balance	% of Budget
10/31/2023					(\$626.47)	\$12,280.67
		TOTAL SPENT	\$0.00		(\$626.47)	105%

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

Date	Description	Invoice #	Debit	Balance	% of Budget
10/31/2023	Ingram	CH & AD Print	\$1,054.87	\$5,682.11	\$27,269.00
10/31/2023	Walmart	Video games	\$105.23	\$4,627.24	
10/31/2023	Midwest Tape	Books on CD and DVDs	\$101.42	\$4,522.01	
10/31/2023	Hoopla		\$641.54	\$3,779.05	
10/31/2023	Amazon	DVDs & Music	\$235.56	\$3,543.49	87.00%
		TOTAL SPENT	\$ 2,138.62		

230-00-55110-830-000 Technology

Date	Description	Invoice #	Debit	Balance	% of Budget
10/31/2023				\$3,961.92	\$4,465.00
		TOTAL SPENT	\$0.00	\$3,961.92	11.30%

230-00-55110-101-000 Salary/Wages 1/1/2023-10/31/2023

Date	Description	YTD Actual	Budget	% of Budget
10/31/2023	Library Department Head Salary	\$53,320.26	\$65,561.60	81.3%
10/31/2023	P/T Wages (w/benefits)	\$67,865.57	\$89,132.16	76.1%
10/31/2023	P/T Wages	\$43,432.28	\$56,674.80	76.6%
		\$164,618.11	\$ 211,368.56	77.9%

Monthly Deposit 2023

Slinger Community Library Total Monthly Deposit

January	\$ 1,379.00	April	\$ 435.78	July	\$ 605.99	Oct	\$ 223.27	
February	\$ 1,127.76	May	\$ 503.91	August	\$ 725.15	Nov	\$ 131.12	
March	\$ 792.18	June	\$ 417.69	Sept	\$ 228.23	Dec	\$ -	
							Total	\$ 6,570.08

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>
*January	\$ 703.00	January	\$ 139.00	January	\$ -	\$ 537.00
*February	\$ 300.79	February	\$ 144.60	February	\$ -	\$ 682.37
*March	\$ 596.58	March	\$ 195.60	March	\$ -	\$ -
*April	\$ 306.58	April	\$ 129.20	April	\$ -	\$ -
*May	\$ 300.41	May	\$ 203.50	May	\$ -	\$ -
*June	\$ 319.81	June	\$ 97.88	June	\$ -	\$ -
*July	\$ 428.55	July	\$ 177.44	July	\$ -	\$ -
*August	\$ 555.77	August	\$ 145.58	August	\$ -	\$ 23.80
September	\$ 86.53	September	\$ 141.70	September	\$ -	\$ -
October	\$ 93.54	October	\$ 129.73	October	\$ -	\$ -
November	\$ 71.72	November	\$ 59.40	November	\$ -	\$ -
December	\$ -	December	\$ -	December	\$ -	\$ -
Total	\$ 3,763.28	Total	\$ 1,563.63	Total	\$ -	\$ 1,243.17

* denotes SCL Fines assessed

SCL Fine Free 9/1/2023

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: \$26,862.49

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: \$100,000.00

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: \$29,000.00

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

2023

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.

\$261,259.67 @ Associated Bank/ \$100,000 @ Forte Bank

Balance: \$500,356.43

Library Reserve Funds- Certificate H held at Forte Bank

Balance: \$26,862.49

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

Balance: \$177,919.65

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

11/14/22 Library Board approved the transfer of \$100,000 of
Building and Offset funds to be put in a CD at Forte Bank for 21
months @ 4%.

Updated 9/13/2023 by LAS

2023

Washington County Income 230-00-43721-000-000

Budgeted: \$162,137.02

Date	Description	Check #	Amount \$
1/23/2023	Fond du Lac Cty Circ Reimbursement	406701	\$39.01
2/13/2023	Washington Cty TEACH Line reimbursement	535616	\$600.00
2/27/2023	2023 Circulation Payment #1	535864	\$72,303.34
2/15/2023	Dodge Cty Circ Reimbursement	1672689	\$641.00
4/7/2023	JAN/FEB Hoopla payment	536576	\$709.11
4/12/2023	MAR Hoopla payment	536855	\$384.57
5/22/2023	2023 Automation	537313	\$5,040.34
5/22/2023	APR Hoopla payment	537313	\$432.11
6/30/2023	MAY Hoopla payment	538042	\$505.33
7/31/2023	JUNE Hoopla Payment	538560	\$530.73
8/24/2023	JULY Hoopla Payment	539044	\$523.14
9/27/2023	2023 Circulation Payment #2	539563	\$72,303.34
10/23/2023	AUG Hoopla Payment	540099	\$437.88
10/23/2023	SEP Hoopla Payment	540099	\$408.41
	TOTAL		\$154,858.31