

AMENDED Agenda
Edward U. Demmer Memorial Library Board of Trustees
Tuesday, April 17, 2023
4:30 p.m.
Library Tamarack Room and Via Video/Teleconference

This meeting will be held in person and via video/teleconference. Interaction and dialogue during the meeting, from the time it is called to order until public comments, will be limited to only that of the library board, library director, and/or those called upon by the meeting chair to participate. Instructions for joining the meeting are posted below.

- Call to Order
- Approval of the Agenda
- Approval of minutes
 - March 28, 2023, regular meeting
- Correspondence
- Committee Reports
 - Three Lakes Public Library Foundation
 - Oneida County Library Board
- Director's Report
 - Building maintenance report
- Budget Review
 - Payment of bills – public funds
 - Payment of bills – donation accounts
 - Quarterly deposit / quarterly account review
 - 2023 budget review
- Old Business
 - 2023 candidate forum debrief
 - Procedure for requesting funds from Library Foundation - update
 - Discuss status of current proposals on library grounds
 - Consider request for additional funding to complete the Celebration Garden Project
 - Update Acquisition of an AED either by purchase or donation
- New Business
 - Update on ice dam issue/resolving recent damage; future prevention
- Comments from citizens

To join the meeting:

To join from a computer:

<https://bluejeans.com/7155463391>

To join from a phone:

+1.408.419.1715 or +1.408.915.6290

Meeting ID: 715 546 3391

Next Meeting: May 16, 2023, 4:30 p.m., library lower level and/or via virtual attendance

Any person planning to attend this meeting who has difficulty managing stairs or who needs some type of special accommodations in order to participate should notify the Demmer Library at 715/546-3391.

Unapproved Minutes March 28, 2023
Edward U. Demmer Memorial Library
Library Board of Trustees Meeting

Trustee Attendance: Ann Asbeck, Dianna Blicharz, Kathleen Olkowski (online), Jeff Boehm, Dan McKissack (online), Patty Wallesverd

Absent: Rich Mahlerwein

Other Attendees: April Hansen, Mari Lyn Garbowicz, Beth Jacobson

Ann Asbeck called the meeting to order at 4:30 p.m.

Agenda:

Amended motion by Patty, seconded by Rich to approve the agenda in any order. All ayes, motion carried.

Approval of Minutes:

Motion by Patty, seconded by Kathleen, to approve the minutes of the February 21, 2023, meeting as presented. All ayes, motion carried.

Correspondence: None.

Committee Reports:

Three Lakes Public Library Foundation: The TLPLF did not have an in person meeting. They have had email approval of Celebration Garden monies and the Young Author Festival.

Oneida County Library Board: Have not met.

Director's Report:

- **Director's Report:** April reported that her name and Peter's name have been added to accounts. Logo project started. Report on Study Room 2 to become a resource room. followed by discussion about the purpose of this use and need for it. Jeff will contact Chief Lea to talk about protocols in case of emergencies.
- **Building and Maintenance Report:** Light could not be fixed on Thursday due to part not being correct. Correct part has been ordered and Josh will schedule the electrician once the part arrives. No date given for a service call from Systems Technologies.

Budget Review:

- Motion by Patty, seconded by Dianna, to approve vouchers for February-March 2023 for payment from the town account. Discussion. All ayes, motion carried.
- Motion by Dan, seconded by Jeff, to approve payment of bills from the regular special account. All ayes, motion carried.
- Motion by Jeff, seconded by Patty to approve payment of bills from the Laona Bank Account special account. All ayes, motion carried.
- Motion made by Patty to pay for cameras from the nonlapsing account. Seconded by Dianna. All ayes. Motion carried.
- Reviewed March 2023 budget sheet

Old Business:

- Personnel Policy/handbook: Handbook is done and has been approved by both the Library Board and the Town Board of Supervisors.
- Director search committee/library leadership transition planning:
A candidate will be talked about in closed session.
- 2023 Candidate forum: Plans are set for forum.
- Procedure for requesting funds from Library Foundation-update: Ann walked through the Procedure for Projects Seeking Library Foundation Funding. Jeff clarified that the board could deny a project. Outside of the staff mini grant form, a form will be made for outside entities. Motion by Patty, seconded by Dianna to approve the process as presented. Discussion. All ayes, motion carried.
- Discuss status of current proposals on library grounds Two proposals previously received conceptual approval: Storybook gardens and museum area landscaping. Discussion. Board decision to request more details and itemized for specifics; in order for projects to advance to STAGE TWO –DETAILED PLAN consideration for approval.
- Discuss whether to revisit September decision regarding policy change for fines for overdue materials: Motion by Patty, seconded by Kathleen to revisit the fine policy at a future time. Two ayes, 4 nays.
- Consider request for additional funding to complete the Celebration Garden Project: The foundation took care of a request that was believed to have been part of the original fund request for the Celebration Garden. Due to lack of a procedure, the funding was approved without Library Board approval.

New Business:

- Acquisition of an AED either by purchase or donation: Recommendation to gather more information. Discussion. Dianna makes a motion to accept a donation from Erica P to receive an AED with gratitude and with training to follow for staff. Patty seconds. Discussion. All ayes, motion carried.
- Adjourn to executive session pursuant to Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to consider staffing levels, individual staff contract(s), hiring of staff and or resignation/retirement of staff: Motion by Patty, second by Dan. Roll call vote: Ann- aye, Dianna – aye, Patty-aye, Kathleen-aye, Dan-aye
- Motion by Patty, seconded by Dianna to reconvene in open session to act on any matter(s) that was/were discussed in closed session that requires Board action. Roll call vote: Ann- aye, Dianna – aye, Patty-aye, Kathleen-aye, Dan-aye
- Motion by Ann, seconded by Dianna to accept Peter Kotarba as Demmer Library Director starting on April 17, 2023, with the compensation offered and accepted by the candidate.
- Motion by Patty, seconded by Dan to have Peter be added to the banking accounts that need him on them. All ayes motion carried.
- Motion by Patty, second by Kathleen to keep April on the Acting Director salary through the month of April and add one week of vacation for 2023. All ayes, motion carried.

Future agenda items: Storybook Gardens; further clarify procedure for projects seeking Library Foundation Funding

Comments from citizens: Mari Lyn Garbowicz. Beth Jacobson. Public comment about the Storybook Gardens and understanding between the organizers and the Library Board.

Next Meeting: Regular meeting April 18, 2023, 4:30 pm in the lower level of the library and/or via video/teleconference

There being no further business Patty moved to adjourn, seconded by Dianna. All ayes, motion carried. The meeting adjourned at 6:14 PM.

Respectfully submitted: April Hansen, Acting Director/recording secretary

DRAFT

Library Board of Trustees - Director's Report

April 18, 2023

ADMINISTRATION:

April and Peter have started training and talking about Director duties.

Library was closed two days due to inclement weather.

A check was written for the treats at the Fireside Chats event but was not cashed at time of balancing the Former Friends account. Current balance: \$9609.43.

Peter was on vacation, most of the happenings in the library focused on the leaking windows and getting ready for the next board meeting.

COMMUNITY COLLABORATION:

- Oneida County ADRC Living with Diabetes on Wednesdays
- Homeschool STEM Group in the Libratory once a month
- Northwoods JEDI
- Volunteer Fair planned for June 1, 2023
- Young Authors Festival

PROGRAMS AND OUTREACH:

March:

- Children: Story Hour (309), Lego Club (17),
- YA: D&D (Did not Meet)
- Adult: Books the Other Channel (8), TLGS (10), Crafternoon (9), TLGS Beginners genealogy (4) Engaging People Workshop (15) Candidate Chats

April:

- Children: Story Hour, Lego Club
- YA: D&D, Pokemon Club
- Adult: Books the Other Channel, TLGS, TLGS Beginning Genealogy; Crafternoon;
- General Interest: All Ages Poetry Contest, National Library Week; Women's Club presentation

Respectfully submitted,

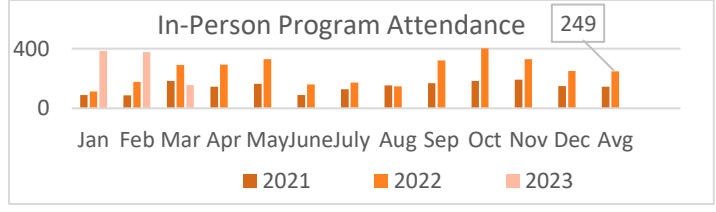
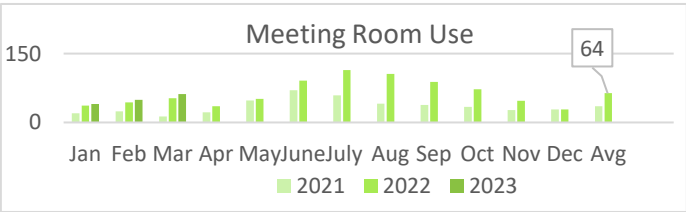
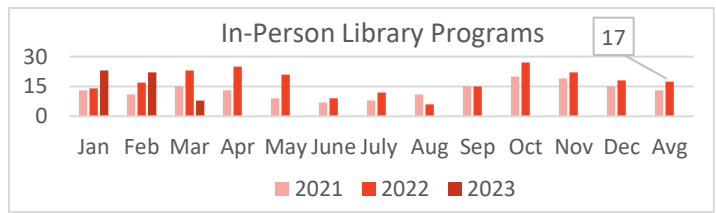
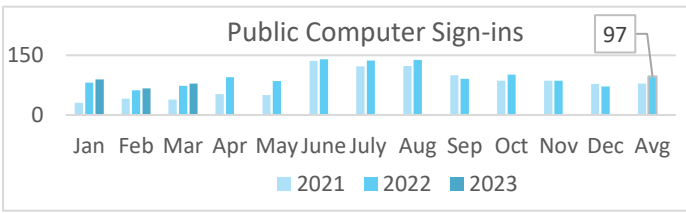
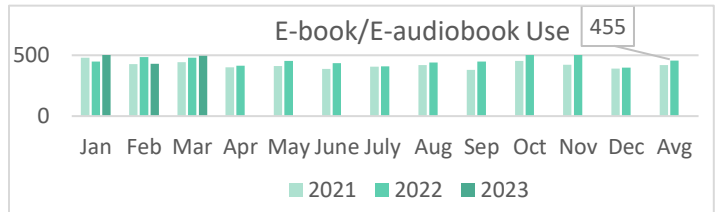
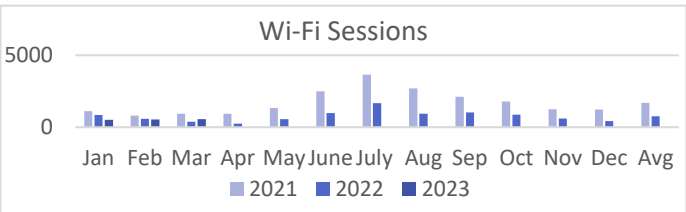
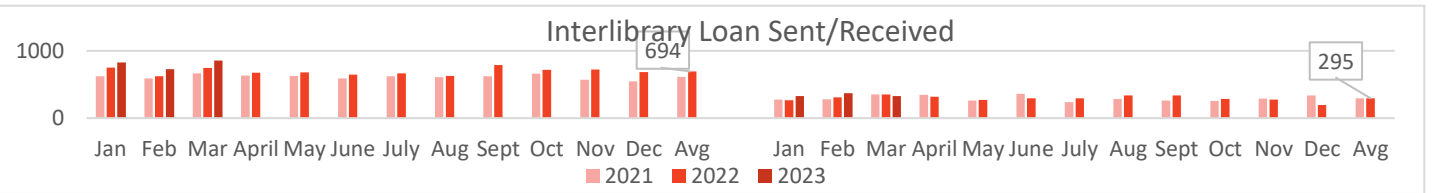
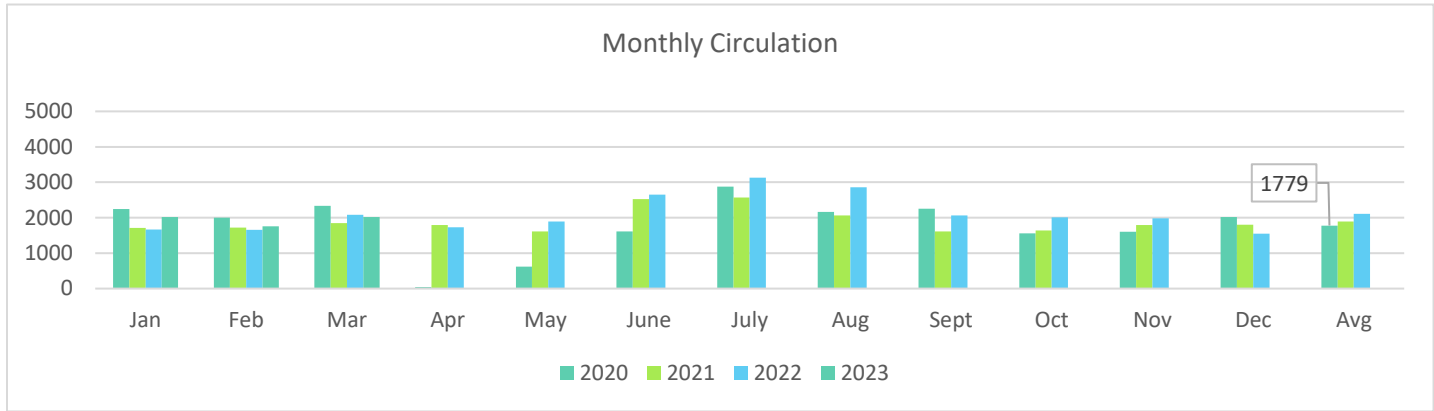
April Hansen – Director

Library Board of Trustees - Director's Report

April 18, 2023

Monthly and YTD Statistics

	Mar 2023	YTD 2023	Mar 2022	YTD 2022	Mar 2021	YTD 2021
Circulation	2,021	5798	2,082	5,409	1,844	5,276
Interlibrary loan sent	824/33	2,323/87	713 / 31	2,031 / 87	665	1,942
Interlibrary loan received	326	1027	351	926	353	906

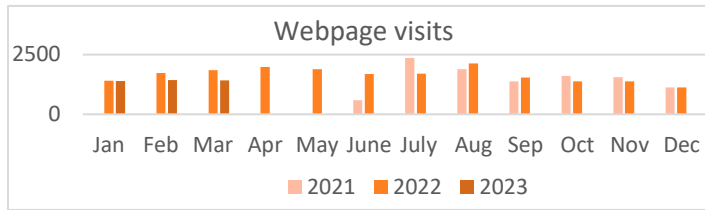


Library Usage - Survey 2022

	March	June	October	December	Total 2023	Total 2022	Total 2021
Library Visits	248						12402
Reference Transactions	17						2769
Program Attendance	Ave/week:42 2programs	programs	programs	programs	6 programs	Avg/wk:65 6 programs	Avg/week:34 3 programs

Library Board of Trustees - Director's Report

April 18, 2023



Donations received:

- Willman \$100
- TLCF for Summer Reading Grant-\$250

Memorials:

Publicity of note:

Women's club sets meeting

The Three Lakes Women's Club will host the director of the Edward U. Demmer Memorial Library, April Hanson, as its guest speaker at the meeting slated Wednesday, April 19.

The meeting will be held at 1 p.m. at the library, and Hanson will give an update on what's happening at the library and discuss the books the women's club has purchased for the library in memory of its members.

Reservations to attend are

requested by Friday, April 14. Members should contact the hostess listed first in the club booklet. Attendees also are asked to bring along an item for the Christian Food Pantry.

Members are invited to bring a friend to the meeting to enjoy cake, meet other members and learn what the women's club has planned for events this year.

For more information about the Three Lakes Women's Club, contact Collette Sorgel at 715-477-0001.

'FIRESIDE CHAT' SCHEDULED MARCH 29 WITH CANDIDATES

3/21/2023 2:02 PM



The Edward U. Demmer Memorial Library will hold a special fireside chat with local candidates for the April 4 election.

The gathering, slated for Wednesday, March 29, from 5 to 7 p.m. invites Three Lakes electors to come and individually chat with local candidates. Electors are encouraged to bring questions and concerns and get to know those seeking to be their representatives.

Brian Slizewski and Roger Brisk will compete for the position of chairman after current Chairman Jeffrey Bruss announced he would not seek re-election. Supervisors Jeff Boehm and Matt Olkowski, and Treasurer Lanae Kowalski will all run unopposed, as will Sanitary District Commissioner Doug Wallschlaeger.

This format is in lieu of the candidate forum that has previously been presented. Light refreshments will be served.

For more information, contact the library at 715-546-3391 or demmer@demmerlibrary.org.

Three Lakes Host "Fireside Chats" With Candidates



On Wednesday, March 29, the Demmer Memorial Library Board in Three Lakes invited candidates for local positions to chat from 5 - 7 p.m. with voters. Elections will take place on Tuesday, April 4.

Candidates who attended the event were Brian Slizewski and Roger Brisk (Three Lakes Town Board Chairperson); Jeffrey Boehm and Matt Olkowski (Three Lakes Town Board Supervisor); and Doug Wallschlaeger (Three Lakes Sanitary District #1 Sanitary Commissioner).

Interim Demmer Memorial Library Director April Hansen said the library usually hosts a forum, but decided to hold a less formal gathering because many of the offices were uncontested. About 20 constituents brought questions and concerns to the candidates.

"We want citizens involved in local government," April said. "The public library is a great setting for information gathering and transparency. The Demmer Public Library Board takes a lot of pride in hosting these types of events."

The fireside chat had refreshments from a local bakery and people gathered in front of the fireplace at the library. The event's evening hours were convenient for people who work during the day. April said they heard a lot of feedback about the event.

"Many people loved this more casual format and thought it was great," she said. "Others preferred the forum that we have had in the past. We were pleased to have people attend and to hear their thoughts. People stayed right up until 7 p.m., so we felt that was a positive sign."

Library Board of Trustees – Building and Maintenance Report

April 18, 2023

BUILDING:

Roof: Monday, April 3rd, considerable leaking was noticed at circulation desk window and window in the Libratory. Staff put down buckets and towels. April notified Josh via text message at 2:01 pm. Josh contacted GreenFire to investigate and let April know at 2:22pm. GreenFire met with Josh on Tuesday April 4th in the morning and took pictures and documented the ice damming. Mark with GreenFire sent an e-mail to Josh with the recommendations of heat tape installed by Van Ert, have Van Ert check ventilator fan that was not running, and removing soffit and improving attic ventilation. A third leak was noticed Wednesday, April 5th coming from the ceiling next to the Libratory wall. April notified Josh by email at 5:10 pm. April and Josh noticed light fixture was noted to be out next to the leak. Josh contacted GreenFire and a meeting was scheduled for Friday to inspect damage. GreenFire, Van Ert, Josh, April, Tom, and Ann Asbeck met on Friday, April 7th at 11 am. Van Ert adjusted the humidity percentage from 20% to 40% on the ventilator fan to be in line with the other fans and is now working fine. GreenFire will be back in the spring to remove soffit. Van Ert will contact the heat tape company they use for a quote. April was tasked with finding an ice removal company. Work was scheduled with Oneida Roof and Chimney for Monday. Saturday, April 8th, Erica Pertile saw significant leaking in the circulation desk window with water draining onto the carpet in the book drop room and warping the walls and paint around the light switches. Erica called April who asked Tom Asbeck to stop by and look at the situation. Electronics were moved and Tom and Erica turned off breakers to the outlets and lights that could be affected by the leaking. April drove to Three Lakes to drop off a fob to Tom and to check that the security system was not affected by the breakers being turned off. Sunday, April 9th, Oneida Roofing and Chimney called April and said they would work that day. Tom Asbeck met them at the library and work was completed within three hours. Tom turned on all but one of the breakers. Monday, April 10th, April put electronics back and turned on last breaker to the lights in fiction. No leaking noted, no problems with the electronics noted. Josh met with Josh Holewinski (Van Ert) at 3pm on April 10th where Josh removed outlets and found no standing water in outlets.

SYSTEMS:

Electrical: The blinking light has been fixed and Josh P. had the electrician reset the emergency back ups on the three emergency lights.

Security: Email to Jahn about why we would need a new server. Jahn replied that he will have a technician look to see if there are settings that can fix the issue. No time given.

INTERIOR:

EXTERIOR:

Concrete: On hold until spring.

Library Board of Trustees – Building and Maintenance Report

April 18, 2023

Landscaping: More progress in May

MAINTENANCE AND OTHER CONCERNS/PROJECTS:

- ✓ Failing LED fixture in main floor aisle.
- Replace failing concrete on west entrance
- Motion sensor light and flickering light in Tamarack Room
- Motion sensor light in Local History room (not sensitive enough)
- Fix tack wall in children's area
- Add tack wall to Museum Visitor Center wall
- Lawrence Demmer plaque for vestibule

Public Funds Voucher List

4/18/2023 through 4/18/2023

4/11/2023

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Date	Num	Description	Memo	Category	Amount
4/18/2023	1045	...Baker & Taylor		07 1039 Materials:Books:Juv-YA Books	-297.84
				07 1039 Materials:Books:Adult Books	-832.47
4/18/2023	1046	Cengage Learning Inc / Gale	v. 39: Inv. 80891148, 80938156, ...	07 1039 Materials:Books:Adult Books	-144.50
4/18/2023	1047	...Demmer Mem. Library	Amazon	07 1039 Materials:Books:Adult Books	-31.58
			Amazon	07 1039 Materials:AV:AV Adult:Video	-63.82
			Amazon	07 1039 Materials:AV:AV Juv-YA:Video	-14.62
			I Heart PDF	08 1040 Expenses:Computer Expenses:...	-48.00
			Amazon	08 1040 Expenses:Programming:Readin...	-17.98
			Amazon	08 1040 Expenses:Programming:Childre...	-9.99
4/18/2023	1049	Candice Johnson	v. 42: Story Hour Milage	08 1040 Expenses:Staff Development:Mi...	-50.57
4/18/2023	1050	MicroMarketing Associates	v. 43: Inv. 916303, Inv. 917618	07 1039 Materials:AV:AV Adult:Audiobook	-125.87
4/18/2023	1051	WVLS	v. 44: Inv. 2023-2315: eBook Co...	07 1039 Materials:Books:eBook Consort...	-762.60
4/18/2023	1052	Sue Younker	v. 45: Dollar Tree; Hobby Lobby; ...	08 1040 Expenses:Programming:Adult	-71.41
4/18/2023	1053	April Hansen	v. 41: Newspapers	07 1039 Materials:Subscriptions:Newsp...	-142.78
4/18/2023 - 4/18/2023					-2,614.03

TOTAL INFLOWS 0.00

TOTAL OUTFLOWS -2,614.03

NET TOTAL -2,614.03

Special Account for Board - New
3/1/2023 through 4/18/2023

4/11/2023

Page 1

Date	Num	Description	Memo	Category	Amount
BALANCE 2/28/2023					53,592.02
4/18/2023	3750	...Town Of Three Lakes	1st Quarter 2023	Copier Transfer to Town	-262.55
			1st Quarter 2023	Fine Transfer to Town	-58.00
3/28/2023	3749	Town Of Three Lakes	Check from Oneida County	Revenue Pass-through Expense	-48,108.00
3/31/2023	Debit	llovepdf	Computer Software	Town of Three Lakes Expense	-48.00
3/31/2023	Debit	Mastercard	Cross Border Assessment	Misc. Merchant Charge:Bank Charge	-0.43
3/27/2023	Debit	Plugae.us	Software plug-in	Miscellaneous Expense	-6.99
3/1/2023 - 4/18/2023					-48,483.97
BALANCE 4/18/2023					5,108.05
TOTAL INFLOWS					0.00
TOTAL OUTFLOWS					-48,483.97
NET TOTAL					-48,483.97

Laona Bank for Board
3/1/2023 through 4/18/2023

4/11/2023

Page 1

Date	Account	Num	Description	Memo	Category	Clr	Amount
BALANCE 2/28/2023							4,648.49
3/10/2023	Laona Special ...	DEP ...	Deposit	--Split--		R	1,679.75
3/14/2023	Laona Special ...	Debit	Amazon	Adult DVD	Town of Three Lakes Expense	R	-12.96
3/14/2023	Laona Special ...	Debit	Amazon	Reading Program	Town of Three Lakes Expense	R	-17.98
3/14/2023	Laona Special ...	Debit	Amazon	Juv DVD	Town of Three Lakes Expense	R	-6.50
3/14/2023	Laona Special ...	Debit	Amazon	Juv DVD	Town of Three Lakes Expense	R	-8.12
3/14/2023	Laona Special ...	Debit	Amazon	Adult DVD	Town of Three Lakes Expense	R	-50.86
3/14/2023	Laona Special ...	Debit	Amazon	Adult Book	Town of Three Lakes Expense	R	-31.58
3/14/2023	Laona Special ...	Debit	Amazon	Storyhour Program...	Town of Three Lakes Expense	R	-9.99
3/27/2023	Laona Special ...	Debit	Bank-a-count	Deposit Book	Misc. Merchant Charge:Bank Cha...	R	-44.87
3/30/2023	Laona Special ...	DEP ...	Deposit	--Split--		R	1,487.75
4/11/2023	Laona Special ...	4001	Baker & Taylor Books	Inv#2037735294	Donation Expense:Books		-24.26
4/18/2023	Laona Special ...	4002 ...	Town Of Three Lakes	1st Quarter 2023 Fi...	--Split--		-277.09
3/1/2023 - 4/18/2023							2,683.29
BALANCE 4/18/2023							7,331.78
TOTAL INFLOWS							3,167.50
TOTAL OUTFLOWS							<b style="color: red;">-484.21
NET TOTAL							2,683.29

2023 April Budget Sheet

4/18/2023					
Account	2023 Budget	Spent	Balance		
01 Salaries 551 1001					
01 Director	\$ 52,000.00	\$ 13,884.00	\$ 38,116.00	27%	
02 Technical Services	\$ 34,599.76	\$ 8,109.34	\$ 26,490.42	23%	
03 Adult and Young Adult Librarian	\$ 34,599.76	\$ 9,595.00	\$ 25,004.76	28%	
04 Childrens Librarian	\$ 24,102.00	\$ 5,623.82	\$ 18,478.18	23%	
05 Outreach Coordinator	\$ 12,261.60	\$ 2,656.68	\$ 9,604.92	22%	
06 Circulation Clerk	\$ 10,920.00	\$ 3,106.50	\$ 7,813.50	28%	
07 Relief Librarian	\$ 1,296.00	\$ -	\$ 1,296.00	0%	
08 Custodial	\$ 5,104.32	\$ 588.97	\$ 4,515.35	12%	
09 Misc Staff Salaries	\$ -		\$ -		
Total Salaries	\$ 174,883.44	\$ 43,564.31	\$ 131,319.13		
		25%			
02 Benefits					
Social Security 551 1005	\$ 13,378.57	\$ 3,267.37	\$ 10,111.20	24%	
Health Insurance 551 1006	\$ 29,421.77	\$ 8,052.44	\$ 21,369.33	27%	
Life Insurance 551 1006	\$ -	\$ 29.93	\$ (29.93)		
Dental EBC 551 1008		\$ -	\$ -		
WRS 551 1009	\$ 10,087.53	\$ 2,711.08	\$ 7,376.45	27%	
Total Benefits	\$ 52,887.87	\$ 14,060.82	\$ 38,827.05		
		27%			
03 Contractual Services 551 1015					
Equipment Contracts	\$ 2,607.00	\$ 116.31	\$ 2,490.69	4%	
Professional Services	\$ 425.00	\$ -	\$ 425.00	0%	
Waltco Courier	\$ 950.00	\$ 710.70	\$ 239.30	75%	
Total Contractual Services	\$ 3,982.00	\$ 827.01	\$ 3,154.99		
		21%			
04 Utilites					
Electric 551 1031	\$ 5,640.00	\$ 1,584.87	\$ 4,055.13	28%	
Natural Gas 551 1034	\$ 3,600.00	\$ 1,083.75	\$ 2,516.25	30%	
Sewer and Water 551 1036	\$ 1,200.00	\$ 297.10	\$ 902.90	25%	
Telephone 551 1020	\$ 2,520.00	\$ 648.09	\$ 1,871.91	26%	
Total Utilites	\$ 12,960.00	\$ 3,613.81	\$ 9,346.19		
		28%			
05 Property Maintenance 550 1035					
Custodial Supplies	\$ 600.00	\$ 7.74	\$ 592.26	1%	
Property Maintenance	\$ 4,000.00	\$ 3,254.85	\$ 745.15	81%	
Security Systems	\$ 1,000.00	\$ 620.93	\$ 379.07	62%	
Building Contingency	\$ -	\$ -	\$ -		
Total Property Maintenance	\$ 5,600.00	\$ 3,883.52	\$ 1,716.48	69%	

4/18/2023					
Account	2023 Budget	Spent		Balance	
06 Supplies	551 1038				
Computer Hardware	\$ 2,800.00	\$ 328.97	\$ 2,471.03	12%	
Library Supplies	\$ 750.00	\$ 156.12	\$ 593.88	21%	
Office Supplies	\$ 750.00	\$ 310.95	\$ 439.05	41%	
Petty Cash	\$ 150.00	\$ -	\$ 150.00	0%	
Postage	\$ 400.00	\$ -	\$ 400.00	0%	
Total Supplies	\$ 4,850.00	\$ 796.04	\$ 4,053.96		
		16%			
07 Materials - AV	551 1039				
Adult audiobook	\$ 2,700.00	\$ 356.63	\$ 2,343.37	13%	
Adult music	\$ 100.00	\$ -	\$ 100.00	0%	
Adult video	\$ 1,130.00	\$ 302.86	\$ 827.14	27%	
Juvenile audiobook	\$ 580.00	\$ 13.99	\$ 566.01	2%	
Juvenile music	\$ 60.00	\$ -	\$ 60.00	0%	
Juvenile video	\$ 200.00	\$ 14.62	\$ 185.38	7%	
Total Materials - AV	\$ 4,770.00	\$ 688.10	\$ 4,081.90		
		14%			
07 Materials - Books	551 1039				
Adult books	\$ 12,000.00	\$ 4,183.72	\$ 7,816.28	35%	
eBook consortium	\$ 762.60	\$ 762.60	\$ -	100%	
Juvenile/YA books	\$ 3,750.00	\$ 1,536.54	\$ 2,213.46	41%	
Total Materials - Books	\$ 16,512.60	\$ 6,482.86	\$ 10,029.74		
		39%			
07 Materials - Subscriptions	551 1039				
Individual subscriptions	\$ 120.00	\$ 65.00	\$ 55.00	54%	
Newspapers	\$ 1,690.00	\$ 408.87	\$ 1,281.13	24%	
Subscription Service	\$ 1,828.43	\$ 1,828.43	\$ -	100%	
Total Subscriptions	\$ 3,638.43	\$ 2,302.30	\$ 1,336.13		
		63%			

4/18/2023					
Account	2023 Budget	Spent	Balance		
08 Expenses - Computer	551 1040				
Maintenance and Repair	\$ 200.00	\$ -	\$ 200.00		0%
Software subscription/licenses	\$ 200.00	\$ 48.00	\$ 152.00		24%
Computer Contingency	\$ -	\$ -	\$ -		
Total Computers	\$ 400.00	\$ 48.00	\$ 352.00		
		12%			
08 Expenses - Programming	551 1040				
Adult	\$ 300.00	\$ 196.54	\$ 103.46		66%
Children / Story Hour	\$ 300.00	\$ 206.93	\$ 93.07		69%
Movie license	\$ 223.00	\$ -	\$ 223.00		0%
Reading Programs	\$ 800.00	\$ 17.98	\$ 782.02		2%
Young Adult	\$ 300.00	\$ -	\$ 300.00		0%
Total Programming	\$ 1,923.00	\$ 421.45	\$ 1,501.55		22%
		22%			
08 Expenses - Publishing Fees	551 1040				
Job Posting	\$ 150.00	\$ -	\$ 150.00		0%
Publicity	\$ 150.00	\$ -	\$ 150.00		0%
Total Publishing Fees	\$ 300.00	\$ -	\$ 300.00		
		0%			
08 Expenses - Staff Development	551 1040				
Staff Development	\$ 1,200.00	\$ 28.00	\$ 1,172.00		2%
Mileage and Meals	\$ 800.00	\$ 170.47	\$ 629.53		21%
Total Staff Development	\$ 2,000.00	\$ 198.47	\$ 1,801.53		
		10%			
08 Expenses - WVLS	551 1040				
Internet	\$ 1,200.00	\$ 600.00	\$ 600.00		50%
Network and Enterprise	\$ 1,770.00	\$ -	\$ 1,770.00		0%
V-Cat Maintenance	\$ 5,117.79	\$ -	\$ 5,117.79		0%
Wisecat (DPI) & WorldCat (WILS)	\$ 200.00	\$ -	\$ 200.00		0%
Total WVLS	\$ 8,287.79	\$ 600.00	\$ 7,687.79		
		7%			
Total 2023 Budget	\$ 292,995.13	\$ 77,486.69	\$ 215,508.44		
Salary totals current through	3/22/2023	26%			

Fines and Copier Quarterly Report - Q1 2023
1/1/2023 through 3/31/2023

4/11/2023

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Date	Account	Num	Description	Memo	Clr	Amount
INCOME						320.55
Copier Income						262.55
1/17/2023	NEW Special Ac... DEP	S	Deposit	cash	R	150.31
2/10/2023	NEW Special Ac... DEP		Deposit	Princh	R	112.24
Fines Income						58.00
1/17/2023	NEW Special Ac... DEP	S	Deposit	cash	R	58.00
OVERALL TOTAL						320.55

Maintenance Account for Board - Q1 2023

1/1/2023 through 3/31/2023

4/11/2023

Date	Num	Description	Memo	Category	Amount
BALANCE 12/31/2022					73,994.18
1/30/2023		Interest Earned	_IntInc		62.56
2/21/2023	1056	Bauer Spray Foam Insulation insulation around duct work	Demmer Trust Expense		-600.00
2/28/2023		Interest Earned	_IntInc		56.55
3/28/2023		Interest Earned	_IntInc		62.48
1/1/2023 - 3/31/2023					-418.41
BALANCE 3/31/2023					73,575.77
TOTAL INFLOWS					181.59
TOTAL OUTFLOWS					-600.00
NET TOTAL					-418.41