

**Agenda**  
**Edward U. Demmer Memorial Library Board of Trustees**  
**Tuesday, February 18, 2025, 4:00 p.m.**  
**Maple 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
  - January 21, 2024, Regular Meeting
- Correspondence
- Committee Reports
  - Three Lakes Public Library Foundation
  - Oneida County Library Board
- Director's Report Statistics
- Building Maintenance Report
- Budget Review
  - Payment of bills – public funds
  - Payment of bills – donation accounts
  - 2025 budget review
- Unfinished Business
  - Friends of the Library revival
  - Library Board Self-Evaluation – Previously Tabled
  - Planning for 2025 Candidate forum
- New Business
  - Review and approve the 2023 Public Library Annual Report
  - Review and approve the Statement Concerning Public Library System Effectiveness
  - Review new donation form
- Comments from Public

**To join the meeting:**

To join from a computer:

<https://us06web.zoom.us/j/89118780893?pwd=xCYMGb5fKPkC3bkAK8fGemxb2dHWXn.1>

To join from a phone:

+13052241968,,89118780893#,,,,\*501152#

Next Meeting: March 18, 2025, 4:00 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 January 21, 2025  
Edward U. Demmer Memorial Library  
Library Board of Trustees Meeting

Trustee Attendance: Dan McKissack, Dianna Blicharz (virtual), Jeff Boehm, Rich Mahlerwein, Kathleen Olkowski (Virtual joined 4:03pm), Karen Meyer (Virtual joined 4:01pm)

Other Attendees: Jill Roth, April Hansen

Excused: Patty Wallesverd

Dan McKissack called the meeting to order at 4:01 p.m.

**Agenda:**

Motion by Rich, seconded by Jeff to approve the agenda in any order. All ayes, motion carried. **(Karen joins)**

**Approval of Minutes:**

Motion by Rich, seconded by Karen to approve the regular meeting minutes of the December 17, 2024 meeting as presented. All ayes, motion carried.

**Correspondence:** None

**Committee Reports:**

Three Lakes Public Library Foundation: Has not met.

Oneida County Library Board: Set to meet February 20<sup>th</sup>. **(Kathleen joins)**

**Director's Report:**

Discussion: Annual report is now open. Jill has accepted a Badgerlink advisory group role. It is a two year term to collaborate and add to our state funded digital resources. Excited about the Ice Fishing series with Scottie from Scottie's Bait and Tackle. Receive \$500 from Lions Club for Large Print Books. Kathleen notes Books the Other Channel is the Fourth Tuesday of the month as opposed to what was printed in the newspaper.

**Building and Maintenance Report:**

Discussion: Jill is working on obtaining a Tech Soup code for discount for our Zoom service. Sixel duct cleaning set off the fire alarms during their cleaning process. Per Mar did not follow the codes that were assigned to employees. Information is actively being updated. Jeff notes that the town employee who was contacted about this and scrambled to help and make phone calls to mitigate the issues that would have been bigger. Carpet cleaning did not go as planned and they will have to come back to finish the upstairs.

**Budget Review:**

Public Accounts: Motion by Rich, seconded by Jeff, to pay bills listed on the public funds voucher list. Verification of Teach Internet being our internet provider. All ayes, motion carried.

Special Accounts: Motion by Rich, seconded Jeff by to approve payment of the special account of bills from the Laona Bank Special Account. Karen asks about Demmer Trust Expense. Jill clarifies that it will be pulled from the Building Maintenance Account. Kathleen asks about \$45 for State Park Passes if it is for a program. Jill clarifies that this is a trial program here. The passes are one time use. The library writes a date on the pass, and they must use the pass on that date. This is a statewide program though not all libraries need participate. All ayes, motion carried.

2024 Year-End Budget Review: Jill invited by Kathleen to discuss the over budget number. Jill clarifies that Peter had in the budget to pull certain expenses from non-lapsing. Most expenses came up from five year inspections that had not been budgeted for. Security systems went over included annual and five year inspections by per mar, the life phone, permit and inspection. Despite our overage we pulled a lot from our maintenance account than we normally do. Benefits, not a ton we can do about overage on benefits. The library tried to stay in line with AV materials so that we could overspend on Books in the summer. Kathleen highlights dental. We had nothing budgeted, but we spent \$9,000. The town gives \$750 per person. The town prefers that we budget a \$0 for the dental instead of budgeting more than that. Jeff remembers that in the past the total amount was budgeted per employee, and no one spent the amount and the library gets to keep the amount if its not spent. So, the supervisor asked to budget this way so the taxpayers are not giving money that will not be given back if not spent. Jeff spoke with clerk Harris last week about 7500 overbudget. Her reaction was that it is predictable that costs will go over and the library has other accounts that the monies can be pulled. Jeff suggests to Dan that as a future agenda item, inviting Clerk Harris or Lanae Kowalski to have them come to meetings to explain some of these items to us. Dan asks what a good time is to invite them. All in agreement it is a good idea.

#### 2025 Budget Review:

Quarterly Reports: Kathleen makes a motion, Karen seconded to approve reports as presented. All ayes. Motion carried.

Director Evaluation recap: Dan explains he met with Jill and went over 2024 performance. Dan told her overall everyone was happy with her performance. Jill outlined some goals for 2025. Kathleen asks if a copy of a summary document to Jill. Jill says that Dan consolidated the information and Jill printed it before the board meeting and handed it out. Virtual participants were sent it separately. Karen comments that hopefully evaluation was good as she is thankful for the director. Dan said he feels like he did cover that with her. Dan let Jill know that a raise was not budgeted for this year, but the board will work this year on getting her more money. Jeff comments on the director's report under administration it comments on the labor laws that overtime is not allowed by the new labor laws. Jeff investigated and talked to Clerk Harris and Lanae Kowalski about this statue. Jeff suggests pulling money from the nonlapsing account for approximately \$5,000 cap, allowing Jill to work overtime and the library would get the same level of service from Jill. Come 2026, the board will need to figure out the next solution. Asked how she feels, Jill appreciates it, confirms it will come as an overage on the budget sheet, but she would be appreciative. Jeff notes that no one was up to speed with the new labor law, and didn't really anticipate it. Jeff believes that the library board offered Jill a salaried position, so she will need a new contract. Rich doesn't think there will be legal issues as is to her benefit. Jeff asks if we have an overwhelming consensus to go ahead. Dan agrees. Kathleen asks if there are unsalaried directors in the WVLS system and if we need to consult with WVLS. Jill says that this was originally brought to attention by WVLS, and other directors are also facing this issue. Most of the libraries that Jill has discussed it with have kept directors at current hourly rate for budget purposes. Jeff comments this is Jill's best interest as we cannot give her the state salary and she will be hourly regardless. And if this is not a viable option, other options should be reviewed. Rich offers to come up with another offer letter and discuss the next meeting. Jeff likes being able to up her rate.

Planning for 2025 Candidate forum: Jeff had been asked by Dianna to come up with a candidate list. No one has filed papers against any town incumbents. School board candidates are Brian Fritz, Juanita Duchrow, and Elisha Williams. Dianna believes the auditorium should be free for the event. Dianna and Dan like having it at the

Theater. Dan will reach out to Collette to make sure the theater is available. Set up at 5pm, event at 6:30pm. About an hour or so. Clean up at 8:00pm. The event is scheduled Wednesday, March 26<sup>th</sup>. Note Patty has previous questions. (Jeff leaves at 4:52pm)

**Unfinished Business:**

Progress on Strategic Planning Committee: Jill did not hand out anything until the previous board meeting and wanted to give everyone time to review. This is set to be published.

Friends of Library revival: Karen mentions that Patty, Jill, and herself met with Jacqui Sharpe to see how to reactive the charter for the Friends. Karen and Patty are currently in charge but they cannot be on the Friends board as the are Library Board members. Karen and Patty will get the charter reactivated but need to recruit for the board members. They want board members who will be active with the fundraising and not just board members. Karen appreciates Jill and Jacqui. The book sales are a good thing, sweatshirts are a slower fundraiser. Kathleen asks now that we have columns in the newspaper can we use that for recruitment. We have and will continue to try. Karen and Patty are looking for an owner/leader of the Friends. The Friends Board will need three people. If they have five book sales a year that board members should help with at least two. Kathleen asks where it states that board members cannot be on the Friends board. Folks will look for that in the future.

Library Board Self-Evaluation: Suggestion by Dan to table until next month. Motion by Rich to table this until next month, seconded by Kathleen. All ayes. Motion carried.

**New Business:**

2025 Library Trustee Appointments: Jill just asks that everyone review their contact information for accuracy. Dianna and Kathleen have been renewed again. Dianna notes the typo in her email address.

Election of board officers for 2025: Dan is amicable to continue to be President and Rich is Vice President. Everyone is very happy with the current officers. Kathleen is amicable to be treasurer as well. Motion by Rich to accept Dan as president, Rich as vice president and Kathleen as treasurer, seconded by Karen. All ayes. Motion carried.

Review/approve 2025 holiday closed days: Rich moves that we accept the closure days for 2025 seconded by Kathleen All ayes. Motion carried.

**Comments from public:**

**Future items:**

**Next Meeting: Regular meeting on February 18, 2024, 4:00 pm in the lower level of the library and/or via video/teleconference**

The meeting adjourned at 5:05 PM. Motion by Rich, Seconded by Karen. All ayes. Meeting Adjourned.

Respectfully submitted: Jill Roth, Director



## Library Board of Trustees - Director's Report

February 18, 2024

### ADMINISTRATION:

- Annual Report is completed!
- State Park passes have been received and are available to patrons.
- Meeting room usage seems to strongly correlate with visitors in town. We're happy to see the trails open!

### STAFF

- Our new custodian, Ted, has started his work with the library! With a background mainly in maintenance, Ted can take on some of the small routine maintenance items as well as keeping the library clean.
- Katie is enrolled in two webinars: one on board game management and the other on inventory procedures.
- April, Jill, and Katie all participated in the Wild Wisconsin Winter Webinar series.
- Library Legislative Day was a big success. After speeches made by the governor, state superintendent, assistant state superintendent, and multiple legislators, Jill met with an additional four (4) legislators including Senator Felzkowski's and Representative Swearingen's offices. All meetings were productive and Jill learned a great deal.

### COMMUNITY COLLABORATION:

- Unfortunately, Little Sunshine's closed unexpectedly. This will discontinue our partnership with them; however, we intend to pursue whatever new childcare opportunities arise as a result of this vacancy.
- A seed library is in the works! The Lions Club is working to develop a gardening system and is aiding us in kicking off a seed library. Patrons will be able to bring in any leftover seeds they have and drop them in our card catalog. Anyone looking for seeds can grab what they need.

### PROGRAMS AND OUTREACH:

January:

- **Children:** Lego Club **15**, Story Hour **156**
- **YA:** D&D
- **Adult:** Writers' Group **8**, TLGS **16**, Crafternoon **6**, BTOC **9**, Veterans Office Hours **3**
- **General Interest:** Scrabble Open Hours **8**, Library Shelfie Day **1**

February:

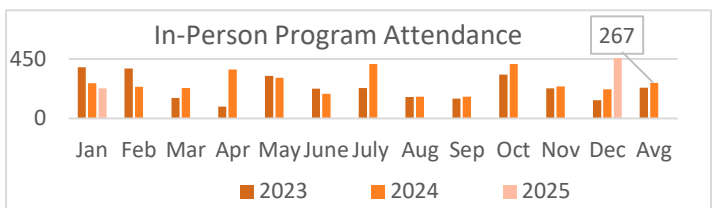
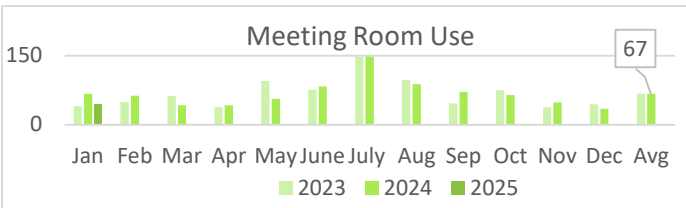
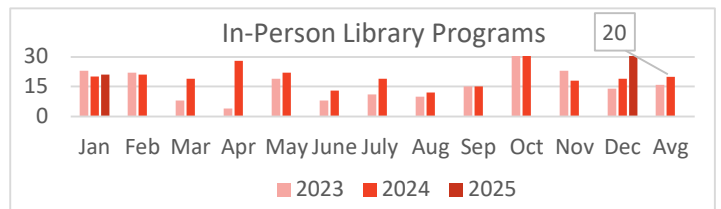
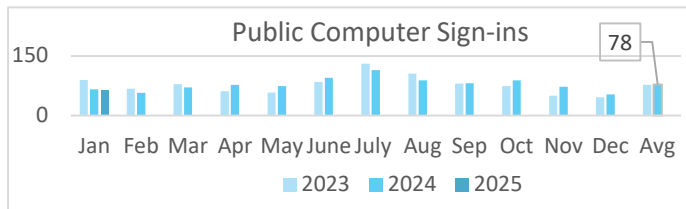
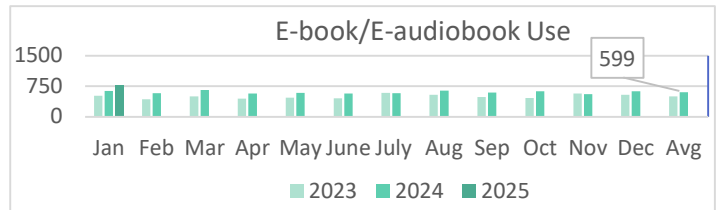
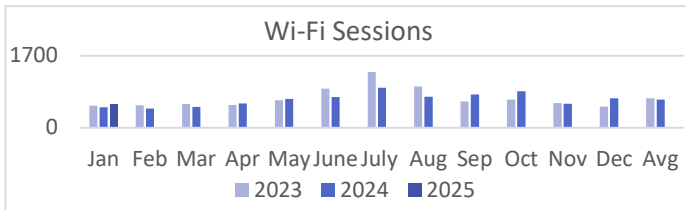
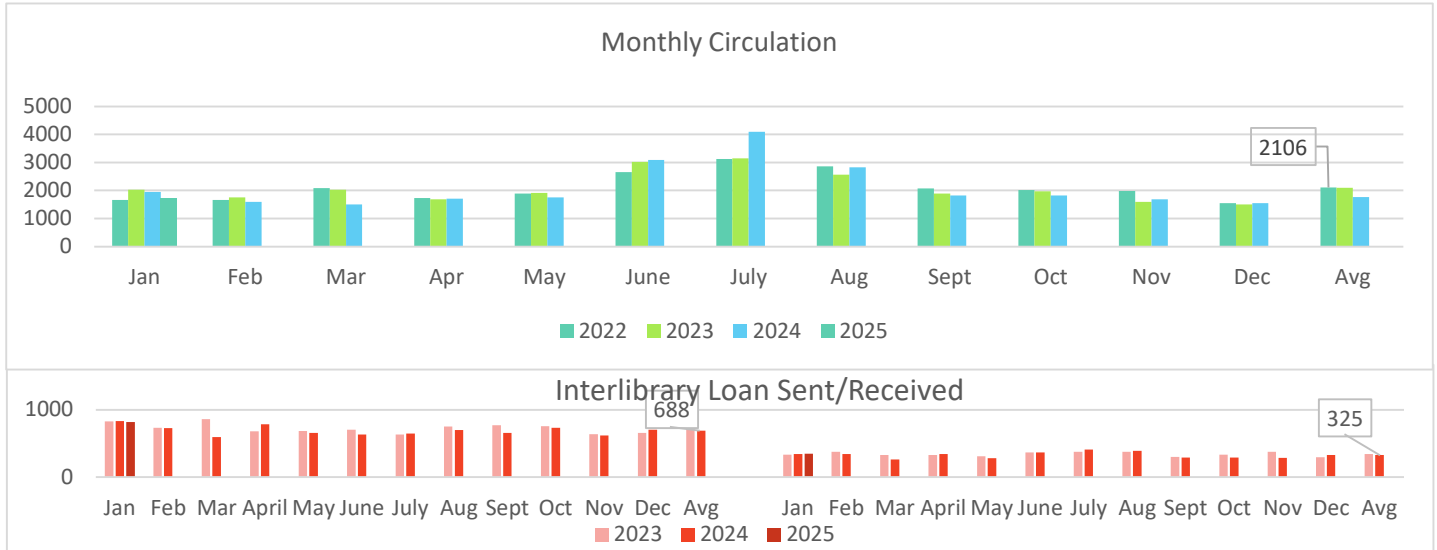
- Children: Lego Club, Harry Potter Club, Story Hour
- YA: D&D
- Adult: Writers' Group, TLGS, Crafternoon, BTOC, Veterans Office Hours, Silver Screen Sweethearts
- General Interest: Scrabble Open Hours, Ice Fishing Feb 4, Ice Fishing Feb 5, Ice Fishing Feb 6

# Library Board of Trustees - Director's Report

February 18, 2024

## Monthly and YTD Statistics

|                                   | Jan '25 | YTD 2025 | Jan '24 | YTD 2024 | Jan '23 | YTD 2023  |
|-----------------------------------|---------|----------|---------|----------|---------|-----------|
| <b>Circulation</b>                | 1,719   | 1,719    | 1947    | 1947     | 2020    | 23,531    |
| <b>Interlibrary loan sent</b>     | 817/30  | 814/30   | 829/47  | 829/47   | 799/26  | 8,462/341 |
| <b>Interlibrary loan received</b> | 344     | 344      | 342     | 342      | 329     | 4,084     |



## Library Usage - Survey 2025

|                               | March              | June               | Oct                | Dec                | Total 2025       | Total 2024       | Total 2023          |
|-------------------------------|--------------------|--------------------|--------------------|--------------------|------------------|------------------|---------------------|
| <b>Library Visits</b>         |                    |                    |                    |                    |                  | 20,189           | 14,807              |
| <b>Reference Transactions</b> |                    |                    |                    |                    |                  | 1,924            | 1,976               |
| <b>Program Attendance</b>     | Ave/week: programs | Ave/week: programs | Ave/week: programs | Ave/week: programs | Ave/wk: programs | Ave/wk: programs | Ave/wk: 54 programs |

# Library Board of Trustees - Director's Report

February 18, 2024

## Donations received:

-

## Memorials:

- Denise Voss – \$50 Pat Wheeler

## Publicity of note:

# Demmer Library: January 15, 2025

Posted Tuesday, January 14, 2025 10:51 am

The Library is looking for volunteers! Interested? Send an email to: Friendsofthedemmerlibrary@gmail.com.

Do you write poetry, short stories, novels or children's stories? Join fellow writers on Thursday, Jan. 16, at 1 p.m. in the Demmer Maple Room. The Demmer Writing Group is for writers to share their works with each other, receive feedback, and encourage one another. No previous writing experience is necessary.

Want to get into roleplaying games and just not sure it's for you? Join the library in person in the Tamarack Room, or virtually as we use Roll20 and Twitch, on Sunday, Jan. 19 at 6 p.m. to play D&D. No experience is required. Drop-in play is encouraged! Email librarian@demmerlibrary.org for more information and invitations to the game.

### Weekly Offerings

- Story Hour is a free program for young children and their caregivers. Join us on Tuesdays at 10 a.m. in the Demmer Maple Room. Children will listen to stories, engage in music and movement, explore different art mediums, and more.
- Have you started looking at your family tree and don't know where to go next? Let the Three Lakes Genealogical Society help you. The group loves to assist new, novice, and expert family sleuths find more records and more answers to questions. They are offering active "office hours" in the local history room of the library, where you can drop in and ask your questions on Thursdays, 2 - 4 p.m. Call the library for more details.

### Monthly Offerings

- In-Person and Virtual D&D (1st & 3rd Sundays)
- Harry Potter Club (1st Monday)
- Lego Club (2nd Monday)
- Crafternoon (2nd Tuesday)
- Drop-in Scrabble (2nd & 4th Thursdays)
- Oneida County Veterans Service Open Office Hours (3rd Wednesday)
- Writers Group (3rd Thursday)
- Teen Hosted Book Club (4th Monday)

For more information, call the library at 715-546-3391.



## Library hosting Ice Fishing Series with Scottie

The Demmer Library will be hosting a three-day Ice Fishing Series with Scottie from Scottie's Bait and Tackle.

The series will be held Feb. 4 - 6 at 5 p.m. in the Demmer Maple Room.

Scott Brandenburg owns Scottie's Bait and Tackle which is a full-service live bait and tackle store

featuring minnows, worms and lures right on Superior Street in Three Lakes. Scott will share an introduction to ice fishing, what equipment is needed, jig poles, tip

downs, tip-ups and so much more. Each session will have a different topic and all ages are welcome.

Registration is not required, and the series is

free and open to the public.

For more information on this and other library programs, call the library at 715-546-3391 or visit www.demmerlibrary.org.



DEMMEER LIBRARY  
715-546-3391  
Three Lakes, Wis. (715) 546-3391

Do you write poetry, short stories, novels or children's stories? Join fellow writers on Thursday, Feb. 6th, at 1 p.m. in the Demmer Maple Room. This extra session of the Writer's Group will focus on what it takes to get published. No previous writing experience is necessary.

Are you a Lego master? Stop into the Demmer Library on Monday, Feb. 10, from 3:30 - 5 p.m. for Lego Club. All ages are encouraged to attend and can participate in a Lego challenge, free build, or play creationary.

Calling all crafters!

The library is offering Crafternoon on Tuesday, Feb. 11, at 2:30 p.m. in the Demmer Library. Registration is required as supplies may be limited. Contact the library for more information.

### Weekly Offerings

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- Writers Group (3rd Thursday)
- Teen Hosted Book Club (4th Monday)
- Books: The Other Channel (4th Tuesday)

For more information, call the library at 715-546-3391.



## is weekend

Lakes-Brule River Trails for grooming and trail maintenance.

Follow the Three Lakes Trails Facebook page for up-to-date event details.

## es set Lakes

For information on the event, different classes and fees for participants, visit [www.junkersled.com](http://www.junkersled.com). Any questions can be sent to John Kendall at 715-493-7911 or at junkersledreg@gmail.com.

## Library Board of Trustees - Director's Report

February 18, 2024



*Darrell L. Williams, PhD, Assistant State Superintendent Division for Libraries and Technology*



*Meeting with Representative Jeff Mursau. From left to right, Jill Roth – Demmer Library, Katie Zimmermann – WVLS staff, Kris Adams Wendt – WVLS staff, Rep. Mursau, Virginia Roberts – Rhinelander District Library, Eileen Persike – WVLS Trustee*

Respectfully submitted, Jill Roth – Director

## **Library Board of Trustees – Building and Maintenance Report**

**February 18<sup>th</sup>, 2025**

### **BUILDING:**

- Josh replaced our air filters throughout the building

### **SYSTEMS:**

- Sanitary District has updated the water monitoring system to be able to better catch any possible water leaks.

### **INTERIOR:**

- Carpet cleaning is now complete!

### **EXTERIOR:**

- N/A

### **MAINTENANCE AND OTHER CONCERNS/PROJECTS:**

- Replace failing concrete on west entrance

Public Funds Voucher List 1/21/25 - 2/18/25

2/18/2025 through 2/18/2025

2/11/2025

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| Date                         | Num  | Description                 | Memo                            | Category  | Amount           |
|------------------------------|------|-----------------------------|---------------------------------|---|------------------|
| 2/18/2025                    | 1009 | S Amazon Capital Services   | cubicle hooks                   | 06 1038 Supplies:Office                             | -9.99            |
|                              |      |                             | DVDs                            | 07 1039 Materials:AV:AV Adult:Video                 | -34.98           |
|                              |      |                             | book                            | 07 1039 Materials:Books:Adult Books                 | -12.98           |
|                              |      |                             | story hour supplies             | 08 1040 Expenses:Programming:Children & Story Hour  | -13.89           |
| 2/18/2025                    | 1010 | S Baker & Taylor            | 2038839088                      | 07 1039 Materials:AV:AV Adult:Audiobook             | -26.54           |
|                              |      |                             | 2038839088;2038834234;203885... | 07 1039 Materials:Books:Adult Books                 | -582.72          |
|                              |      |                             | 2038839088;2038834234;203885... | 07 1039 Materials:Books:Juv-YA Books                | -224.54          |
| 2/18/2025                    | 1012 | Candice Johnson             | v.12: mileage reimbursement     | 08 1040 Expenses:Staff Development:Mileage & Meals  | -57.68           |
| 2/18/2025                    | 1011 | S Demmer Mem. Library       | ILL & stamps                    | 06 1038 Supplies:Postage                            | -48.22           |
|                              |      |                             | TechSoup & Zoom                 | 08 1040 Expenses:Computer Expenses:Computer Soft... | -97.95           |
|                              |      |                             | crafternoon                     | 08 1040 Expenses:Programming:Adult                  | -9.01            |
|                              |      |                             | sponsored job                   | 08 1040 Expenses:Publishing Fees:Job Postings       | -63.30           |
| 2/18/2025                    | 1014 | Jill Roth                   | v.14: mileage reimbursement     | 08 1040 Expenses:Staff Development:Mileage & Meals  | -123.20          |
| 2/18/2025                    | 1013 | ODP Business Solutions, LLC | v.13: inv. 404738692001 paper   | 06 1038 Supplies:Office                             | -43.57           |
| <b>2/18/2025 - 2/18/2025</b> |      |                             |                                 |   | <b>-1,348.57</b> |

**TOTAL INFLOWS 0.00**

**TOTAL OUTFLOWS -1,348.57**

**NET TOTAL -1,348.57**



Laona Donation Account for Board  
1/1/2025 through 2/18/2025

2/12/2025

Page 1

| Date                        | Account                  | Num                              | Description  | Memo | Category                        | Clr | Amount           |
|-----------------------------|--------------------------|----------------------------------|--|------|---------------------------------|-----|------------------|
| <b>BALANCE 12/31/2024</b>   |                          |                                  |  |      |                                 |     | <b>33,915.59</b> |
| 1/2/2025                    | Laona Special... Debit   | Indeed                           | job posting  |      | Town of Three Lakes Expense     | R   | -63.30           |
| 1/7/2025                    | Laona Special... Debit   | USPS                             | Library Mail   |      | Town of Three Lakes Expense     | R   | -5.11            |
| 1/14/2025                   | Laona Special... Debit   | USPS                             | Library Mail   |      | Town of Three Lakes Expense     | R   | -5.11            |
| 1/14/2025                   | Laona Special... Debit   | Dollar Tree                      | Adult Programming  |      | Town of Three Lakes Expense     | R   | -9.01            |
| 1/21/2025                   | Laona Special... 4077    | ...Town Of Three Lakes           | 4th quarter 2024 Copies Transfer                         |      | Copier Transfer to Town         |     | -598.94          |
|                             |                          |                                  | 4th quarter 2024 Fine Transfer                           |      | Fine Transfer to Town           |     | -246.27          |
| 1/21/2025                   | Laona Special... 4078    | Sixel's Duct Cleaning            | Duct Cleaning and UV Light Installation                  |      | Demmer Trust Expense            |     | -4,000.00        |
| 1/21/2025                   | Laona Special... 4079    | Wisconsin Department Of Natur... | State Park Passes  |      | Donation Expense:Misc.          |     | -45.00           |
| 1/21/2025                   | Laona Special... 4080    | Demco                            | YA Programming   |      | Donation Expense:TLPLF          |     | -98.77           |
| 1/21/2025                   | Laona Special... 4081    | Candice Johnson                  | Story Hour Reimbursements                                |      | Donation Expense:TLPLF          | R   | -47.01           |
| 1/21/2025                   | Laona Special... 4082    | Pieper Electric, Inc.            | Genetec 5-Year Renewal Invoice CD99018694                |      | Demmer Trust Expense            |     | -1,345.00        |
| 1/21/2025                   | Laona Special... 4083    | Baker & Taylor                   | Invoice # 2038787295 Book Replacements                   |      | Fines Expense                   |     | -18.88           |
| 1/21/2025                   | Laona Special... 4084    | Cengage                          | Invoice 86173688, Invoice 86174521 Lions Club Large P... |      | Donation Expense:Books:Lion...  |     | -88.82           |
| 1/23/2025                   | Laona Special... Debit   | TechSoup                         | Order # 4161228- Zoom License Discount                   |      | Town of Three Lakes Expense     | R   | -18.00           |
| 1/24/2025                   | Laona Special... Debit   | Zoom                             | INV101635851   |      | Town of Three Lakes Expense     | R   | -79.95           |
| 1/29/2025                   | Laona Special... Debit   | USPS                             | Library Mail   |      | Town of Three Lakes Expense     | R   | -38.00           |
| 1/30/2025                   | Laona Special... DEP ... | January Deposit                  | January Cash Copies                                      |      | Copier Income                   | R   | 124.15           |
|                             |                          |                                  | January Cash Fines                                       |      | Fines Income                    | R   | 58.15            |
|                             |                          |                                  | January Cash Donations                                   |      | Donation Income                 | R   | 28.34            |
|                             |                          |                                  | Reimbursements   |      | Town of Three Lakes Income      | R   | 30.25            |
|                             |                          |                                  | Denise Voss in memorium of Pat Wheeler                   |      | Memorial Income:Books           | R   | 50.00            |
|                             |                          |                                  | Jerry and Kathy Gilbertson                               |      | Donation Income                 | R   | 200.00           |
|                             |                          |                                  | Claudia Wittmann   |      | Donation Income                 | R   | 100.00           |
|                             |                          |                                  | Chapel in the Pines                                      |      | Donation Income                 | R   | 200.00           |
|                             |                          |                                  | 2024 Utilities   |      | TL Historical Society Income    | R   | 1,000.00         |
|                             |                          |                                  | 2025 Q1 Utilities  |      | TL Historical Society Income    | R   | 330.00           |
|                             |                          |                                  | 2025 Librarian Services Part 1                           |      | TL Historical Society Income    | R   | 1,400.00         |
|                             |                          |                                  | BMO Cashiers Check                                       |      | Misc. Merchant Credit:Bank R... | R   | 30.00            |
|                             |                          |                                  | Three Lakes School District TLSD '24-'25                 |      | Revenue Pass-through Income     | R   | 8,500.00         |
|                             |                          |                                  | County of Forest '23 circulations                        |      | Revenue Pass-through Income     | R   | 2,509.00         |
| 2/18/2025                   | Laona Special... 4085    | Eagle Carpet Cleaning LLC        | Annual Carpet Cleaning Maintenance                       |      | Demmer Trust Expense            |     | -2,689.93        |
| 2/18/2025                   | Laona Special... 4086    | Cengage                          | Invoice 86779573 Lions Club Large Print                  |      | Donation Expense:Books:Lion...  |     | -34.84           |
| <b>1/1/2025 - 2/18/2025</b> |                          |                                  |  |      |                                 |     | <b>5,127.95</b>  |
| <b>BALANCE 2/18/2025</b>    |                          |                                  |  |      |                                 |     | <b>39,043.54</b> |
| <b>TOTAL INFLOWS</b>        |                          |                                  |  |      |                                 |     | <b>14,559.89</b> |
| <b>TOTAL OUTFLOWS</b>       |                          |                                  |  |      |                                 |     | <b>-9,431.94</b> |
| <b>NET TOTAL</b>            |                          |                                  |  |      |                                 |     | <b>5,127.95</b>  |

## 2025 February Budget Sheet

| 2/18/2025<br>Account                     | 2025 Budget          | Spent               | Balance              |     |
|--|----------------------|---------------------|----------------------|-----|
| <b>01 Salaries 551 1001</b>              |                      |                     |                      |     |
| 01 Director                              | \$ 48,460.61         | \$ 3,691.20         | \$ 44,769.41         | 8%  |
| 02 Technical Services                    | \$ 37,081.22         | \$ 2,794.47         | \$ 34,286.75         | 8%  |
| 03 Assistant Director Adult/YA Librarian | \$ 37,919.44         | \$ 2,847.92         | \$ 35,071.52         | 8%  |
| 04 Childrens Librarian                   | \$ 25,824.08         | \$ 1,882.52         | \$ 23,941.56         | 7%  |
| 05 Outreach Coordinator                  | \$ 11,950.40         | \$ -                | \$ 11,950.40         | 0%  |
| 06 Circulation Clerk                     | \$ 11,360.08         | \$ 1,340.63         | \$ 10,019.45         | 12% |
| 07 Relief Librarian                      | \$ 606.00            | \$ -                | \$ 606.00            | 0%  |
| 08 Custodial                             | \$ 3,676.40          | \$ -                | \$ 3,676.40          | 0%  |
| 09 Misc Staff Salaries                   | \$ -                 | \$ -                | \$ -                 |     |
| <b>Total Salaries</b>                    | <b>\$ 176,878.23</b> | <b>\$ 12,556.74</b> | <b>\$ 164,321.49</b> |     |
|  |                      | 7%                  |                      |     |
| <b>02 Benefits</b>                       |                      |                     |                      |     |
| Social Security 551 1005                 | \$ 13,531.18         | \$ -                | \$ 13,531.18         | 0%  |
| Health Insurance 551 1006                | \$ 36,503.84         | \$ 3,398.77         | \$ 33,105.07         | 9%  |
| Life Insurance 551 1006                  | \$ -                 | \$ 5.63             | \$ (5.63)            |     |
| Dental EBC 551 1008                      | \$ -                 | \$ -                | \$ -                 |     |
| WRS 551 1009                             | \$ 10,451.47         | \$ 779.53           | \$ 9,671.94          | 7%  |
| <b>Total Benefits</b>                    | <b>\$ 60,486.49</b>  | <b>\$ 4,183.93</b>  | <b>\$ 56,302.56</b>  |     |
|  |                      | 7%                  |                      |     |
| <b>03 Contractual Services</b>           | 551 1015             |                     |                      |     |
| Equipment Contracts                      | \$ 1,784.75          | \$ 219.97           | \$ 1,564.78          | 12% |
| Professional Services                    | \$ 619.00            | \$ -                | \$ 619.00            | 0%  |
| Waltco Courier                           | \$ -                 | \$ -                | \$ -                 |     |
| <b>Total Contractual Services</b>        | <b>\$ 2,403.75</b>   | <b>\$ 219.97</b>    | <b>\$ 2,183.78</b>   |     |
|  |                      | 9%                  |                      |     |
| <b>04 Utilites</b>                       |                      |                     |                      |     |
| Electric 551 1031                        | \$ 6,370.00          | \$ 545.37           | \$ 5,824.63          | 9%  |
| Natural Gas 551 1034                     | \$ 2,700.00          | \$ 282.59           | \$ 2,417.41          | 10% |
| Sewer and Water 551 1036                 | \$ 1,400.00          | \$ 304.11           | \$ 1,095.89          | 22% |
| Telephone 551 1020                       | \$ 2,650.00          | \$ 360.50           | \$ 2,289.50          | 14% |
| <b>Total Utilites</b>                    | <b>\$ 13,120.00</b>  | <b>\$ 1,492.57</b>  | <b>\$ 11,627.43</b>  |     |
|  |                      | 11%                 |                      |     |
| <b>05 Property Maintenance</b>           | 550 1035             |                     |                      |     |
| Custodial Supplies                       | \$ 600.00            | \$ 278.67           | \$ 321.33            | 46% |
| Property Maintenance                     | \$ -                 | \$ 27.94            | \$ (27.94)           |     |
| Security Systems                         | see below            | \$ -                |                      |     |
| Building Contingency                     | \$ -                 | \$ -                | \$ -                 |     |
| <b>Total Property Maintenance</b>        | <b>\$ 600.00</b>     | <b>\$ 306.61</b>    | <b>\$ 293.39</b>     | 51% |
|  |                      | 51%                 |                      |     |
| <b>06 Supplies</b>                       | 551 1038             |                     |                      |     |
| Computer Hardware                        | \$ 3,640.00          | \$ -                | \$ 3,640.00          | 0%  |
| Library Supplies                         | \$ 750.00            | \$ -                | \$ 750.00            | 0%  |
| Office Supplies                          | \$ 750.00            | \$ 92.05            | \$ 657.95            | 12% |



|  |                     |                    |                     |      |
|--|---------------------|--------------------|---------------------|------|
| Petty Cash                             | \$ 150.00           | \$ -               | \$ 150.00           | 0%   |
| Postage                                | \$ 400.00           | \$ 67.22           | \$ 332.78           | 17%  |
| <b>Total Supplies</b>                  | <b>\$ 5,690.00</b>  | <b>\$ 159.27</b>   | <b>\$ 5,530.73</b>  |      |
|  |                     |                    | 3%                  |      |
| <b>07 Materials - AV</b>               | 551 1039            |                    |                     |      |
| Adult audiobook                        | \$ 750.00           | \$ 53.67           | \$ 696.33           | 7%   |
| Adult video                            | \$ 850.00           | \$ 54.93           | \$ 795.07           | 6%   |
| Juvenile audiobook                     | \$ 150.00           | \$ -               | \$ 150.00           | 0%   |
| Juvenile video                         | \$ 100.00           | \$ -               | \$ 100.00           | 0%   |
| <b>Total Materials - AV</b>            | <b>\$ 1,850.00</b>  | <b>\$ 108.60</b>   | <b>\$ 1,741.40</b>  |      |
|  |                     |                    | 6%                  |      |
| <b>07 Materials - Books</b>            | 551 1039            |                    |                     |      |
| Adult books                            | \$ 11,000.00        | \$ 1,385.46        | \$ 9,614.54         | 13%  |
| eBook consortium                       | \$ 908.36           | \$ -               | \$ 908.36           | 0%   |
| Juvenile/YA books                      | \$ 3,000.00         | \$ 449.88          | \$ 2,550.12         | 15%  |
| <b>Total Materials - Books</b>         | <b>\$ 14,908.36</b> | <b>\$ 1,835.34</b> | <b>\$ 13,073.02</b> |      |
|  |                     |                    | 12%                 |      |
| <b>07 Materials - Subscriptions</b>    | 551 1039            |                    |                     |      |
| Individual subscriptions               | \$ -                | \$ -               | \$ -                |      |
| Newspapers                             | \$ -                | \$ -               | \$ -                |      |
| Subscription Service                   | \$ 800.00           | \$ 474.79          | \$ 325.21           | 59%  |
| <b>Total Subscriptions</b>             | <b>\$ 800.00</b>    | <b>\$ 474.79</b>   | <b>\$ 325.21</b>    |      |
|  |                     |                    | 59%                 |      |
| <b>08 Expenses - Computer</b>          | 551 1040            |                    |                     |      |
| Maintenance and Repair                 | \$ 100.00           | \$ -               | \$ 100.00           | 0%   |
| Software subscription/licenses         | \$ 310.00           | \$ 97.95           | \$ 212.05           | 32%  |
| Computer Contingency                   | \$ -                | \$ -               | \$ -                |      |
| <b>Total Computers</b>                 | <b>\$ 410.00</b>    | <b>\$ 97.95</b>    | <b>\$ 312.05</b>    |      |
|  |                     |                    | 24%                 |      |
| <b>08 Expenses - Programming</b>       | 551 1040            |                    |                     |      |
| Adult                                  | \$ 300.00           | \$ 20.26           | \$ 279.74           | 7%   |
| Children / Story Hour                  | \$ 300.00           | \$ 25.35           | \$ 274.65           | 8%   |
| Movie license                          | \$ 223.00           | \$ -               | \$ 223.00           | 0%   |
| Reading Programs                       | \$ 800.00           | \$ -               | \$ 800.00           | 0%   |
| Young Adult                            | \$ 300.00           | \$ -               | \$ 300.00           | 0%   |
| <b>Total Programming</b>               | <b>\$ 1,923.00</b>  | <b>\$ 45.61</b>    | <b>\$ 1,877.39</b>  | 2%   |
|  |                     |                    | 2%                  |      |
| <b>08 Expenses - Publishing Fees</b>   | 551 1040            |                    |                     |      |
| Job Posting                            | \$ 50.00            | \$ 63.30           | \$ (13.30)          | 127% |
| Publicity                              | \$ -                | \$ -               | \$ -                |      |
| <b>Total Publishing Fees</b>           | <b>\$ 50.00</b>     | <b>\$ 63.30</b>    | <b>\$ (13.30)</b>   |      |
|  |                     |                    | 127%                |      |
| <b>08 Expenses - Staff Development</b> | 551 1040            |                    |                     |      |
| Staff Development                      | \$ 900.00           | \$ 144.00          | \$ 756.00           | 16%  |
| Mileage and Meals                      | \$ 400.00           | \$ 184.52          | \$ 215.48           | 46%  |
| <b>Total Staff Development</b>         | <b>\$ 1,300.00</b>  | <b>\$ 328.52</b>   | <b>\$ 971.48</b>    |      |
|  |                     |                    | 25%                 |      |

|  |                      |                     |                      |     |  |
|--|----------------------|---------------------|----------------------|-----|--|
| <b>08 Expenses - WVLS</b>  | 551 1040             |                     |                      |     |  |
| Internet   | \$ 1,200.00          | \$ 600.00           | \$ 600.00            | 50% |  |
| Network and Enterprise   | \$ 1,950.00          | \$ -                | \$ 1,950.00          | 0%  |  |
| V-Cat Maintenance  | \$ 5,632.67          | \$ -                | \$ 5,632.67          | 0%  |  |
| Wiscat (DPI) & WorldCat (WILS)   | \$ -                 | \$ -                | \$ -                 |     |  |
| <b>Total WVLS</b>  | <b>\$ 8,782.67</b>   | <b>\$ 600.00</b>    | <b>\$ 8,182.67</b>   |     |  |
|  |                      |                     | 7%                   |     |  |
| <b>Total 2025 Budget</b>   | <b>\$ 289,202.50</b> | <b>\$ 22,473.20</b> | <b>\$ 266,729.30</b> |     |  |
| Salary totals current through  | 1/22/2025            |                     | 8%                   |     |  |
|  |                      |                     |                      |     |  |
|  |                      |                     |                      |     |  |
| <b>05 Property Maintenance to be paid by Special Accounts only in 2025</b> | 550 1035             |                     |                      |     |  |
| Filters & Carpet Cleaning  | \$ 2,833.00          | \$ -                | \$ 2,833.00          | 0%  |  |
| Security Systems   | \$ 2,338.93          | \$ 1,345.00         | \$ 993.93            | 58% |  |
| Property Maintenance Fee   | \$ 3,300.00          | \$ -                | \$ 3,300.00          | 0%  |  |
| <b>Total Property Maintenance</b>  | <b>\$ 8,471.93</b>   | <b>\$ 1,345.00</b>  | <b>\$ 7,126.93</b>   | 16% |  |
|  |                      |                     | 16%                  |     |  |

**Demmer Library Board of Trustees Self-Evaluation Winter 2025**Please be prepared to share your thoughts at our **December** board meeting

The link below provides more specific detail for each area of consideration in this evaluation and is intended to offer possible areas you may wish to address within each heading.

<https://dpi.wi.gov/libraries/public-libraries/governance-administration/trustees>

| <b>Trustee Role</b><br><i>As a Board (B)</i><br><i>As an individual Board member (I)</i> | <b>What has been done well?</b> | <b>What needs improvement?</b> | <b>Suggestions for 2025</b> |
|--|---------------------------------|--------------------------------|-----------------------------|
| Advocacy for the library   |                                 |                                |                             |
| Meet the service needs of the community  |                                 |                                |                             |
| Fiscal responsibility  |                                 |                                |                             |
| Policy development and adherence   |                                 |                                |                             |
| Support of Library Director in operations  |                                 |                                |                             |
| Continuing education regarding roles and laws regarding libraries                        |                                 |                                |                             |

|       |  |  |  |
|-------|--|--|--|
| Other |  |  |  |
|-------|--|--|--|

| <b>Board Process</b><br><i>As a Board (B)</i><br><i>As an individual Board member (I)</i> | <b>What has been done well?</b> | <b>What needs improvement?</b> | <b>Suggestions for 2025</b> |
|---|---------------------------------|--------------------------------|-----------------------------|
| Attendance at meetings  |                                 |                                |                             |
| Preparation for meetings  |                                 |                                |                             |
| Participation in meetings   |                                 |                                |                             |
| Meeting format  |                                 |                                |                             |
| Following Roberts Rules of Order  |                                 |                                |                             |
| Following WI Open Meeting Law   |                                 |                                |                             |
| Other   |                                 |                                |                             |



**I. GENERAL INFORMATION**

|  |  |   |                                     |  |                     |
|--|--|---|-------------------------------------|--|---------------------|
| 1. Name of Library<br>Edward U. Demmer Memorial Library      |  | 2. Public Library System<br>Wisconsin Valley Library Service  |                                     |  |                     |
| 3b. Head Librarian First Name<br>Jill                        | 3c. Head Librarian Last Name<br>Roth   | 4a. Certification Grade<br>Grade 2  | 4b. Certification Type<br>Temporary | 5. Certification Expiration Date<br>January 2026 |                     |
| 6a. Street Address<br>6961 W. School St.                     | 6b. Mailing Address or PO Box<br>PO Box 760  | 7. City / Village / Town<br>Three Lakes   | 8a. ZIP<br>54562                    | 8b. ZIP4<br>9029                                 | 9. County<br>Oneida |
| 10. Library Phone Number<br>7155463391                       | 11. Fax Number<br>(715) 546-3914   | 12. Library E-mail Address of Director<br>director@demmerlibrary.org                                    |                                     |  |                     |
| 13. Library Website URL<br>www.demmerlibrary.org             |  | 14. No. of Branches<br>0  | 15. No. of Bookmobiles Owned<br>0   | 16. No. of Other Public Service Outlets<br>0     |                     |
| 17. Does your library operate a books-by-mail program?<br>No | 18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53?<br>No |   |                                     |  |                     |
| 20. Square Footage of Public Library<br>13,400               | 21a. Did your library or a branch move to a new facility during the fiscal year?<br>No   | 21b. Did your library or a branch renovate or expand an existing facility during the fiscal year?<br>No |                                     | 22. UEI Number                                   |                     |

**HOURS OF OPERATION**

|   | Standard Service with No Restrictions on Building Access | Limited Service | Staff Only (No interior service for the public) |
|---|--|-----------------|---|
| 19a. Winter hours open per week             | 49   | 0               | 0   |
| 19b. Number of winter weeks                 | 26   | 0               | 0   |
| 19c. Summer hours open per week             | 49   | 0               | 0   |
| 19d. Number of summer weeks                 | 26   | 0               | 0   |
| 19e. Total weeks per year                   | 52   | 0               | 0   |
| 19f. Total hours per year for this location | 2,548  | 0               | 0   |

| II. LIBRARY COLLECTIONS   |  |                         |   |   |  |                   |                 |
|---|--|-------------------------|---|---|--|-------------------|-----------------|
|   |  |                         | a. Number Owned / Leased  | b. Number Added   |  |                   |                 |
| 1. Books in Print   |  |                         | 25,176  | 1,123   |  |                   |                 |
| 2. Physical Subscriptions   |  |                         | 57  |   |  |                   |                 |
| 3. Physical Audio Materials   |  |                         | 1,692   | 15  |  |                   |                 |
| 4. Physical Video Materials   |  |                         | 2,214   | 81  |  |                   |                 |
| 5. Other Physical Materials   |  |                         | 64  |   |  |                   |                 |
| 6. Total Physical Items in Collection   |  |                         | 29,146  |   |  |                   |                 |
|   |  |                         | Purchased solely by the Library                                   | Purchased via a System, Consortium or Cooperative Agreement | Provided by the State                                    |                   |                 |
| 7. E-books  |  |                         | No  | Yes   | No   |                   |                 |
| 8. E-serials  |  |                         | Yes   | Yes   | No   |                   |                 |
| 9. E-audio  |  |                         | No  | Yes   | No   |                   |                 |
| 10. E-video   |  |                         | No  | No  | No   |                   |                 |
| 11. Research Databases  |  |                         | No  | Yes   | Yes  |                   |                 |
| 12. Online Learning Platforms   |  |                         | No  | Yes   | Yes  |                   |                 |
| III. LIBRARY SERVICES   |  |                         |   |   |  |                   |                 |
| 1. Physical Circulation Transactions  |  |                         | 2. Interlibrary Loans   |   |  |                   |                 |
| a. Total Circulation  | b. Children's Materials                                | c. Other Physical Items | a. Items Loaned <i>Provided to</i>                                |   | b. Items Received <i>Received from</i>                   |                   |                 |
| 25,617  | 11,028   | 230                     | 5,914   |   | 2,800  |                   |                 |
|   |  |                         | Method for Counting ILL Transactions Categorized ILL Transactions |   |  |                   |                 |
| (Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions) |  |                         | Items Loaned to Other Libraries <i>Provided to</i>                |   | Items Borrowed from Other Libraries <i>Received from</i> |                   |                 |
| Integrated Library Systems (ILS)  |  |                         | 5,737   |   | 2,683  |                   |                 |
| WISCAT  |  |                         | 177   |   | 117  |                   |                 |
| Other (includes OCLC, manual tracking or other methods)   |  |                         | 0   |   | 0  |                   |                 |
| 3. Electronic Content Circulation Transactions  |  |                         |   |   |  |                   |                 |
| a. E-books  | b. E-serials   | c. E-audio              | d. E-video  | e. Children's E-materials                                   | f. Total E-materials                                     |                   |                 |
| 3,120   | 386  | 3,687                   | -1  | 289   | 7,193  |                   |                 |
| 4. Number of Registered Users   |  |                         | 5. Overdue Fines  | 6. Reference Transactions                                   |  | 7. Library Visits |                 |
| a. Resident   | b. Nonresident   | c. TOTAL                |   | a. Method   | b. Annual Count  | a. Method         | b. Annual Count |
| 1,758   | 379  | 2,137                   | Yes   | Survey Week(s)  | 1,924  | Survey Week(s)    | 20,189          |
| 8. Uses of Public Internet Computers  |  |                         |   | 9. Uses of Public Wireless Internet                         |  |                   |                 |
| a. Number of Public Use Computers   | b. Number of Public Use Computers with internet access |                         | c. Method   | d. Annual Count   | a. Method  | b. Annual Count   |                 |
| 8   | 8  |                         | Actual Count  | 936   | Actual Count   | 7,986             |                 |

**LIBRARY PROGRAMS AND ATTENDANCE**

**Total In-Person and Live, Virtual Statistics by Age**

|                    | Young Child (0-5) | Child (6-11) | Young Adult (12-18) | Adult (19+) | General Interest (all ages) |
|--------------------|-------------------|--------------|---------------------|-------------|-----------------------------|
| Number of Programs | 87                | 29           | 32                  | 68          | 22                          |
| Total Attendance   | 1,538             | 479          | 206                 | 557         | 403                         |

**Total Program Statistics by Program Category**

|                     | In-Person On-Site | In-Person Off-Site | Live, Virtual | Pre-recorded |  |
|---------------------|-------------------|--------------------|---------------|--------------|--|
| Number of Programs  | 169               | 66                 | 3             | 0            |  |
| Total Attendance    | 2,273             | 905                | 5             |              |  |
| Total Program Views |                   |                    |               | 0            |  |

Describe the library's in-person programs:

Book club, genealogy society, birding education, local candidate forums, plant swaps, Story Hour, Lego club, and activities, interactive movies, scam avoidance, veterans service office hours, meteor shower viewing, local history discussions, live lectures, crafts and personal enrichment programming, Collaboration with the Three Lakes School District through Title I night, FAB Lab Camp, Student Volunteer Fair and an additional Story Hour offering in the local schools and daycare. Young Adult and children's offerings including Lego Club, Harry Potter Club, Dungeons and Dragons, Pokemon Club and Teen Advisory Council.

Which platforms does the library use to host the library's live, virtual programs:

Zoom

Describe the library's live, virtual programs:

3 sessions of Great Lakes Great Read

Which platforms does the library use to host the library's pre-recorded programs:

None

Describe the library's pre-recorded programs:

None

**IV. LIBRARY GOVERNANCE**

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

| First Name       | Last Name  | Street Address | City       | ZIP+4      | Email Address |
|------------------|------------|----------------|------------|------------|---------------|
| <b>PRESIDENT</b> |            |                |            |            |               |
| 1. Dan           | McKissack  | [REDACTED]     | [REDACTED] | [REDACTED] | [REDACTED]    |
| 2. Kathleen      | Olkowski   | [REDACTED]     | [REDACTED] | [REDACTED] | [REDACTED]    |
| 3. Karen         | Meyer      | [REDACTED]     | [REDACTED] | [REDACTED] | [REDACTED]    |
| 4. Patty         | Wallesverd | [REDACTED]     | [REDACTED] | [REDACTED] | [REDACTED]    |
| 5. Rich          | Mahlerwein | [REDACTED]     | [REDACTED] | [REDACTED] | [REDACTED]    |
| 6. Dianna        | Blicharz   | [REDACTED]     | [REDACTED] | [REDACTED] | [REDACTED]    |
| 7. Jeff          | Boehm      | [REDACTED]     | [REDACTED] | [REDACTED] | [REDACTED]    |
| 8.               |            |                |            |            |               |
| 9.               |            |                |            |            |               |
| 10.              |            |                |            |            |               |
| 11.              |            |                |            |            |               |
| 12.              |            |                |            |            |               |
| 13.              |            |                |            |            |               |
| 14.              |            |                |            |            |               |
| 15.              |            |                |            |            |               |
| 16.              |            |                |            |            |               |
| 17.              |            |                |            |            |               |

No. of Library Board Members  
Include vacancies in this count

7











**XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS**

|  |  |   |             |
|--|--|---|-------------|
| 1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents<br><i>See instructions for definition of nonresident</i> |  |   | 5,986       |
| Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.                          | a. Those with a Library  | b. Those without a Library  | c. Subtotal |
| 2. Circulation to Nonresidents Living in the Library's County  | 914  | 2,364   | 3,278       |
| 3. Circulation to Nonresidents Living in Another County in the Library System  | 418  | 592   | 1,010       |
| 4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System  | 1,678  | 20  | 1,698       |
| 5. Circulation to All Other Wisconsin Residents  | 0  | 6. Circulation to Persons from Out of the State   | 0           |
| 7. Are the answers to items 1 through 6 based on actual count or survey/sample?<br><br>Actual  | 8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)?<br><br>No | 8b. If yes, does the library allow residents in adjacent systems to purchase library cards?<br><br>No |             |

|  |             |                |             |
|--|-------------|----------------|-------------|
| 9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library |             |                |             |
| Name of County   | Circulation | Name of County | Circulation |
| a. Forest  | 573         | f.             |             |
| b. Langlade  | 0           | g.             |             |
| c. Lincoln   | 8           | h.             |             |
| d. Price   | 0           | i.             |             |
| e. Vilas   | 20          | j.             |             |

**XII. TECHNOLOGY (Not included in 2024 Report)**

**XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS**

|  |                   |                                |                        |
|--|-------------------|--------------------------------|------------------------|
| 1. Self-directed Activities: <i>Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.</i> |                   |                                |                        |
|  | a. Children (0-5) | b. Children (6-11)             | c. Young Adult (12-18) |
| Number of Self-Directed Activities   | 1                 | 1                              | 6                      |
| Total Self-Directed Activity Participation   | 58                | 100                            | 148                    |
|  | d. Adult (19+)    | e. General Interest (all ages) | f. Total               |
| Number of Self-Directed Activities   | 8                 | 4                              | 20                     |
| Total Self-Directed Activity Participation   | 91                | 542                            | 939                    |
| 2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.   |                   |                                |                        |
| a. First Name  | b. Last Name      | c. Email Address               |                        |
| April  | Hansen            | librarian@demmerlibrary.org    |                        |
| 3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.   |                   |                                |                        |
| a. First Name  | b. Last Name      | c. Email Address               |                        |
| April  | Hansen            | librarian@demmerlibrary.org    |                        |

**XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS**



We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats.

A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and country library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6]
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

**XV. CERTIFICATION**

**I CERTIFY THAT**, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

|  |  |             |
|--|--|-------------|
| President, Library Board of Trustees Signature or designee<br> | Name of President or Designee Print or type<br>Dan McKissack | Date Signed |
| Library Director / Head Librarian Signature<br>                | Library Director / Head Librarian Print or type<br>Jill Roth | Date Signed |

**STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS**

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County

Oneida

The Edward U. Demmer Memorial Library Board of Trustees hereby states that in 2024 the Wisconsin Valley Library Service  
*Name of Public Library* *Name of Public Library System / Service*

- did provide effective leadership and adequately met the needs of the library.
- did not provide effective leadership and did not adequately meet the needs of the library.

*Indicate with an X one of the above statements*

Explanation of library board's response. *Attach additional sheets if necessary.*


Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to [LibraryReport@dpi.wi.gov](mailto:LibraryReport@dpi.wi.gov).

The Demmer Library Board of Trustees agrees that the Wisconsin Valley Library Service (WVLS) provided effective leadership and adequately met the needs of the library in 2024. The library board believes that the public library system fulfilled its statutory responsibilities and effectively utilized the funding available to meet those responsibilities. WVLS continues to provide routine support for catalog and systems for circulating materials among member libraries and libraries in the state, broadband and wireless internet, email and internal file sharing, technology management and implementation, support for statistics and the annual report, as well as providing administrative and policy support for the Demmer Library director and board as needed. In 2024 WVLS supported the Demmer Memorial Library during a time of transition with both training and administrative assistance. WVLS provided extensive training and opportunities for furthering education. They facilitated a mentor/mentee partnership and provided one on one assistance when needed. WVLS continues to be a solid backbone for all integrated services provided by the Demmer Memorial Library.

**XV. CERTIFICATION**

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

| President, Library Board of Trustees Signature or designee                         | Name of President or Designee Print or type | Date Signed |
|--|---|-------------|
|  | Dan McKissack                               |             |

**COMMENTS**

## SECTION\_II

## 2. Physical Subscriptions

Budget cuts required a reduction in physical subscriptions--2025-02-07

## 5b. Other Physical Material Description

153 items including 148 Microfilms, overhead projector, 16mm film projector, slide projector, and 35mm film strip projector are owned and loaned to patrons but are not cataloged and circulation data is not collected--2025-01-31

8a. Did the library provide access to e-serials purchased solely by the library?

Digital subscriptions to newspapers such as USA Today and Wall Street Journal were available to patrons--2025-01-31

11b. Did the library provide access to research databases purchased via a system, consortium, or cooperative agreement?

Wisconsin Valley Library Service supported Novelist Plus.--2025-01-30

12b. Did the library provide access to online learning platforms purchased via a system, consortium, or cooperative agreement?

Wisconsin Valley Library Service supported Ancestry Library Edition, and Udemy courses.--2025-01-30

## SECTION\_V

## Other Revenue

Reimbursement from WVLS for E-Commerce was \$337.48 in 2024--2025-02-07

## SECTION\_XI

## Circulation

Circulations to Langlade County residents who reside outside the city of Antigo = 3--2025-02-07

## SECTION\_XII

3a. How many hotspots does your library have in the collection for patron checkout? Do not include lost devices.

We have added 2 hotspots available for patrons to checkout--2025-02-07

## Participation in Drop-in Activities for General Interest

Solar Eclipse programming offered large scale participation.--2025-01-24



## **Statement of Library System Effectiveness**

### **Annual Report 2024**

#### **Draft**

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# THE LIBRARY PAGE

Demmer Memorial Library, Three Lakes, Wisconsin 54562



Connecting people to the TRANSFORMATIVE power of knowledge by providing opportunities to explore, learn, create, and share.

Dear Patrons,

As winter settles in, February brings opportunities to embrace the season while **exploring** your community. Here at the library, we're excited to offer engaging programs and events to **share** with each other and **learn** from the expertise in the area. Whether you're venturing out for a unique activity or cozying up for a night of entertainment, there's something for everyone this month.

## Ice Fishing Series

Get hooked on winter fun with our Ice Fishing Series with Scottie from Scottie's Bait & Tackle! Whether you're a seasoned angler or a curious beginner, his presentations will have you ready to tackle the frozen lakes with confidence. He is speaking from 5-5:45 February 4th-6th (each day with a new topic!) all leading up to the Maple Lake Frozen Ice Challenge on February 8th. Thank you, Fish & Wildlife and Explore Three Lakes Visitors Bureau, for what promises to be an exciting event!

## Silver Screen Sweethearts

Celebrate love in all its forms with our Valentine's Day Movies! On February 13th, love is in the air with special movie showings of Casablanca, An Affair to Remember, and Roman Holiday! Beginning at 10am with Casablanca, settle in for classic romance and snacks with your special someone.

Whether you're angling to get outside or enjoying the season from the heart-warming indoors, we hope you'll join us for these special events and more.

As always, thank you for making our library a vibrant part of the community. We look forward to seeing you soon!

Warm regards,

Jill  
Library Director

## HOURS

MON/WED 9AM-7PM

TUES/THURS/FRI 9AM-5PM

SAT 9AM-2PM

## CONTACT

Phone: 715-546-3391

Fax: 715-546-3914

[www.demmerlibrary.org](http://www.demmerlibrary.org)

[demmer@demmerlibrary.org](mailto:demmer@demmerlibrary.org)

# Three Lakes Genealogical Society



On February 24th, the Three Lakes Genealogical Society will view a webinar by Robyn Smith titled "Putting it all together - making sense of the research you've done." This presentation tackles the issue of organizing the mass of documents, binders, and files to help you tell the story of your family. She will share examples of the kinds of tables and tools she uses for organization, analysis and citations. She will help you to better understand what records you have and be able to use them more efficiently. All are welcome to view it with us in person or through Zoom.

Don't forget to visit Ask Your Three Lakes Genealogist on Thursdays, 2-4 pm, in the Local History Room. A TLGS volunteer will be there to help you with your genealogical questions.

In the local history room there is a computer dedicated to genealogical research as well as a curated collection of genealogical books for check out.

For more information about the Three Lakes Genealogical Society, please contact TLGS co-president Mari Lynn at 715-891-1146 or co-president Beth at 715-477-1617, or [familyhistory@demmerlibrary.org](mailto:familyhistory@demmerlibrary.org).

TLGS website: [www.3lgs.org](http://www.3lgs.org)

TLGS email: [familyhistory@demmer.org](mailto:familyhistory@demmer.org)

We Are Three Lakes: <http://3lgs.org/TNG/index.php>



## Books the Other Channel Book Club

**Tuesday, February 25th--6:30 PM**

**in person or via Zoom**

Books the Other Channel book discussion group will discuss *The Charm School* by Nelson DeMille on February 25th at 6:30 PM..

Meet in person at the library or join online via Zoom. Email [demmer@demmerlibrary.org](mailto:demmer@demmerlibrary.org) to receive sign-in information if you don't receive it directly from the organizer.

Each book for the group may be checked out at the Demmer. Everyone is welcome!

To register call 715-546-3391 or email [librarian@demmerlibrary.org](mailto:librarian@demmerlibrary.org)



# SILVER SCREEN SWEETHEARTS

THURSDAY, 13 FEBRUARY, 2025

DEMMER MAPLE ROOM

3 CLASSIC ROMANCE FILMS ON VALENTINE'S DAY

CASABLANCA -- 10AM-12PM

AN AFFAIR TO REMEMBER -- 12:30PM-2:30PM

ROMAN HOLIDAY -- 3PM-5PM



FOR MORE INFORMATION CALL THE  
DEMMER LIBRARY AT 715-546-3391 OR  
EMAIL [DEMMER@DEMMERLIBRARY.ORG](mailto:DEMMER@DEMMERLIBRARY.ORG)



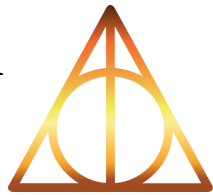
# Story Hour Demmer Library Tuesdays@ 10 am

Story Hour is 30 to 45 minutes of stories, games, songs, and interactive fun.

(Arrival/social time begins at 9:45am)



Monday, February 3rd  
3:30pm  
Tamarack Room

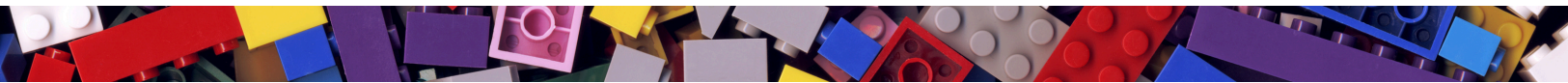


Crafts, games, trivia and more!

## Lego Club

Monday, February 10th 3:30 PM - 5:00 PM

@Demmer Maple Room. Lego Club is for children of all ages. Come and free build with your friends or play Lego Creationary.



## DUNGEONS AND DRAGONS CLUB

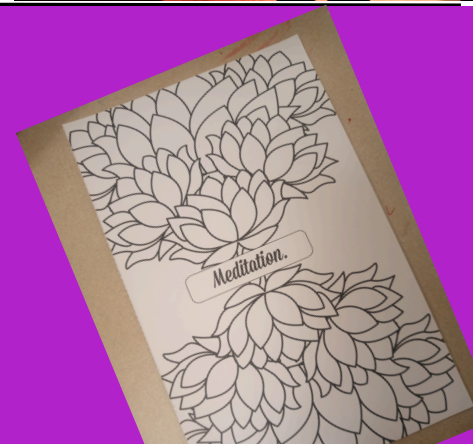
First and Third Sundays @ 6:00pm

in person at the Demmer Maple Room or virtual  
Fight Dragons, Goblins, and more! Join us as we use Roll20 to virtually play D&D. Email [librarian@demmerlibrary.org](mailto:librarian@demmerlibrary.org) to get your invitation to our game.



## TEEN TAKE AND MAKES

A grab bag of crafts will be in the Young Adult Department for the month of February.







## Monthly Writing Group

**TWO MEETINGS THIS MONTH!**

Thursday, February 6th @ 1:00pm

Thursday, February 20th @ 1:00pm

Demmer Maple Room

Beginning writers as well as established authors are encouraged to attend, share writing projects, successes, and help each other.



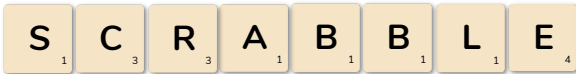
PROVIDING SUPPORT AND RESOURCES FOR OUR VETERANS.

### **Veterans Services Office Hours**

**Demmer Library**

**Every 3rd Wednesday**

**12-4 PM**



### **Drop In Play**

**2nd & 4th**

**Thursdays**

**1 pm-3 pm**

**Demmer Fireplace**

**Area**

How many of us miss playing a good game of Scrabble? Stop by the Demmer on the dates and times listed as we bring Scrabble players together.



## *Demmer Crafternoon*

**The 2nd Tuesday of each month**

**2:30pm**

**Demmer Libratory**

**Registration is required.**



## **ICE FISHING SERIES**

Knowledge and tips with Scottie  
from Scottie's Bait and Tackle

**FEBRUARY 4TH-6TH**  
**5-5:45PM**  
**DEMMEER MAPLE ROOM**

- Three sessions
- Three different topics
- From tip ups to tip downs
- Something for everyone!

# Booking Ahead

High interest titles added to the catalog and released in February.  
Give us a call to put your name on the list - (715) 546-3391



*Out of the Woods* by Hannah Bonam-Young

*Haunting and Homicide* by Ava Burke

*The Note* by Alafair Burke

*Lie for a Million* by Janet Dailey

*Mask of the Deer Woman* by Laurie Dove

*The Stolen Queen* by Fiona Davis

*Order of Swans* by Jude Deveraux

*Hold Strong* by Robert Dugoni, Jeff Langholz & Chris Crabtree

*Isola* by Allegra Goodman

*Deep End* by Ali Hazelwood

*The Sequel* by Jean Hanff Korelitz

*The Invitation* by Vi Keeland

*The Last Room on the Left* by Leah Konen

*The Crash* by Freida Mcfadden

*We All Live Here* by Jojo Moyes

*Paranoia* by James Patterson & James O. Born

*The Rules of Fortune* by Danielle Prescod

*Bonded in Death* by J.D. Robb

*The Inheritance* by Trisha Sakhlecha

*Better Than Friends* by Jill Shalvis

*Stay in the Light* by A.M. Shine

*Earl Crush* by Alexandra Vasti

*Good Dirt* by Charmaine Wilkerson

*Tell Me What You Did* by Carter Wilson

*We Do Not Part* by Han Kang, E. Yaewon, Paige Aniyah Morris

*The Rainfall Market* by You Yeong-Gwang & Slin Jung





# Historical Clippings

Three Lakes Museum

February 2025

In the early 1970's a group of dedicated Three Lakes residents were working hard to promote and improve the community. One successful and popular event that *Three Lakes Unlimited*, a volunteer group, ran for more than a decade was the Ice Box Derby at Sheltered Valley.

Phil Burnside, former publisher of the 1970's Three Lakes newspaper *Northern Son*, was a field editor for *SnoTrack* magazine when this article he wrote on this event was published in the January 1980 issue.

In Three Lakes, Wisconsin, a new winter sport was created from scrap materials, family teamwork and good old American ingenuity. They call it...

## THE ICE BOX DERBY

The six-year-old racer adjusted his gloves, feeling the tension every competitor feels just before the moment of truth. His helmet muffles much of the outside sounds—race officials talking track conditions, setting heats, preparing the course—and he is alone with his thoughts.

He looks over at the competition. It's a mean-looking sled, black with chrome exhausts and a wrap-around windshield. His opponent looks straight ahead, up over the starting ramp and into the deep blue sky ahead. Neither racer can see the hill below, dropping like a cliff to where, so far down, the flagman marks the finish.

"Ready, gentlemen?" Both racers look over the starter, who holds the release lever calmly. They each nod their heads. No time now for fear.

Suddenly the starting chute flips forward and the long, smooth hill comes into full view. Hundreds of spectators, tiny in the distance, are spread out along the course. The race is on, and now there is only time to wrestle your sled and the hill, only time to shift your weight to help steer. The handlebars feel like the only solid thing in the whole world, and you're gaining speed fast.

You feel the wind on your cheeks, feel every bump on the carefully prepared track. There's that rough spot ahead, and you brace yourself to make sure you don't lose control like three others before you already have.

Your skis hissing on the compacted snow, you're sure you'll make it over, and you do, without any trouble at all. For the first time in the race you take your mind off your sled long enough to look around. You're halfway down and still gaining speed. Your competitor is only feet away, and falling back slowly. You're beating him out, but it's going to be close. You've seen other races lost in the last split second, and you know you don't have that trophy in your hands yet. You have to run at least two more heats to win it all. Your opponent starts gaining and you begin to worry. You bring your attention back to your sled, focusing your entire body on making it move even faster. You strain in your seat as if you could push your 80-pound rig just that little extra.

You cross the finish line to a cheering crowd. You've won, but just by a foot. As your sled glides to a stop, you smile and wave. You've done it. You've made it through this heat.



*The young racers compete one-on-one off a starting ramp, down a long hill at Sheltered Valley to the finish line. An Open Class lets their folks get a taste of the fun too*

photos by Kurt Krueger and Phil Burnside



The annual Ice Box Derby at Three Lakes, Wisconsin, was started five years ago as a weekend diversion at the end of winter. It was an excuse for families to get out and enjoy the warming spring sun, and for fathers and their youngsters to build their own sled and find out how good a job they could do as a team. The event caught on in a big way.

Last winter over 25 sleds competed in the day-long Derby with over 60 entrants in the five weight classes. The kids can enter in Flyweight, Bantamweight, Lightweight or Heavyweight classes. (Racers use sandbags to bring their sleds up to racing weight.) At the end of the day, the adults get their chance to join in the racing fun with a special Open Class event.

What is an Ice Box Derby racer? In appearance it is very similar to the more traditional summer Soap Box Derby racer, except the body is mounted on downhill skis rather than wheels.

Ingenuity is the guide word, and every year new design principles are utilized, some featuring fully-enclosed cockpits, four-point independent suspension and rack and pinion steering. The more basic rigs, however, have always performed well.

Each sled in competition is required to have steering and braking systems equal to their job, and must meet certain requirements as to width and length of skis, overall width and length and, of course, weight limits dictated by class. In most cases, the sled's sponsor will change drivers as weight classes change, making for even wider participation.

There are no requirements as to specific construction details, but the builder of any sled should be aware that a 60- pound rig with a 60-pound or heavier rider will have to take considerable punishment on the way down the course. Build your sled stronger than you think you need to. Many who don't never reach the finish line.

Building the sleds, regardless of how they end up in the standings at the end of the day, is always rewarding for everyone involved. Dad gets to spend some time on those long, cold winter nights with his son or daughter planning and building the rig, and more often than not Mom gets involved too. Towing the sled behind the family snowmobile for just plain fun or for serious secret testing on secluded hillsides or experimenting with new lubricants only adds to the fun.

Youngsters down to four years old have all competed safely, and while there are always some spills during the day, no injuries have ever occurred during the races. Contestants are required to wear helmets and some parents have built their sleds with roll cages and lap belts for added safety.

How do the racers get back up to the top of the hill for the next run? In Three Lakes, the Derby sponsors borrow the municipally-owned, Northern Lights Snowmobile Club operated trail drag tractor, a Tucker Sno-Cat for the day. Several racers are hitched up behind the Sno-Cat and dragged to the top. Individuals who often use their Derby sleds as kiddie-tows on family snowmobile outings, usually bring their snowmobiles for hauling the kids back to the top on practice runs.



*Old snowmobile parts never die—they fade into Ice Box Derby racers, the winter equivalent of the Soap Box Derby machine*

And the six-year-old racer who won his Lightweight heat? He lost the trophy in the final heat to an outstanding sled made of skis, a big plastic wastebasket and a steering set-up salvaged from a 1968 Panther. But already he's planning next year's sled. The Ice Box Derby will be back and so will he. And he's sure he can beat them all.