

**Agenda**  
**Edward U. Demmer Memorial Library Board of Trustees**  
**Tuesday, October 21, 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
  - September 16, 2025, Regular Meeting
- Correspondence
- Committee Reports
  - Three Lakes Public Library Foundation
  - Oneida County Library Board
  - Friends of the Library Revival
- Director's Report Statistics
- Building Maintenance Report
- Budget Review
  - Payment of bills – public funds
  - Payment of bills – donation accounts
  - Payment of bills – maintenance accounts
  - 2025 budget review
  - Quarterly Reports
- Unfinished Business
  - Landscaping Project
  - Ann Asbeck Recognition
- New Business
  - K. Internet Use Policy - 2015
- 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#

Meeting ID: 89118780893

Passcode: 501152

Next Meeting: Regular meeting November 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 September 16, 2025  
Edward U. Demmer Memorial Library  
Library Board of Trustees Meeting

Trustee Attendance: Dan McKissack, Dianna Blicharz, Rich Mahlerwein, Kathleen Olkowski, Karen Meyer, Patty Wallesverd, Jeff Boehm (arrives at 4:21pm)

Other Attendees: Jill Roth, April Hansen

Absent:

Dan McKissack called the meeting to order at 4:02p.m.

**Agenda:**

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

**Approval of Minutes:**

Motion by Patty, seconded by Rich to approve the regular meeting minutes of August 19, 2025 with changes. All ayes, motion carried.

**Correspondence:** The board packets included a Milwaukee Journal Sentinel article about greater budget issues at the federal level. Trustees asked questions about sending postcards to representatives and funding for Libby. Jill shared stories of positive patron interactions with library staff.

**Committee Reports:**

**Three Lakes Public Library Foundation:** The Library Foundation added two new members and looked for two more. Positions were scheduled for be formally changed at the next meeting to allow two members to take board positions as two members stepped down. The Foundation turned down the motion to approve the front left landscaping. Members requested more information, additional bids, and walk-throughs of the project. They discussed whether the Foundation needed to establish guidelines and bylaws on approving library requests. Dianna invited the Public Library Foundation to come to a trustee meeting to see how decisions were made and to meet the Library Board The next TLPLF was scheduled for Monday, the 22<sup>nd</sup> at 4:15pm. (Jeff B. arrived.)

**Oneida County Library Board:** Had not met. Next meeting was scheduled for November.

**Friends of the Library Revival:** Next book sale was scheduled for Pumpkinfest. A storage area was cleared in the downstairs closet for Friends' use.

**Director's Report:**

Oneida County budget hearings were schedule for the first week of October, most likely October 8. The county announced planned budget cuts. Having a physical presence was important and directors encouraged people to attend. Jill was asked to send out a reminder to trustees to attend. Year over year, Summer Reading participation continued to increase. A vaccine clinic was scheduled for October 20. Trustees were encouraged to attend. The daycare could not pay for a visit from Candice for a special story time but they were interested in attending Demmer Story Time. Jill explained the Book Bites Program, including funding support from the Community Foundation for marketing materials (pizza for reading.) The logs will distributed at the school, and students need to come into the library to receive prizes. A trustee asked if we have a contract with Baker and Taylor. Jill explained that there was no contract, but the library does receive a discount. Baker and Taylor had been purchased by another distributor. Jill explained the EO Johnson printing contract meant they maintain the library's printers/copiers and provides ink. They had meters on our printers billed the library quarterly based on our usage. The Milwaukee Journal Sentinel had been donated for two years from an anonymous donor through the TL Community Foundation. A Trustee suggested obtaining matching grants through the Community Foundation on an annual basis. The previous janitor did not return the keys. The Community Foundation held a

photo contest and the library received a \$100 donation after the winning family selected the library as the recipient of the contest funds.

### **Building and Maintenance Report:**

The Sierra server migration was scheduled for the following Tuesday. Sierra was migrating from local servers to cloud servers, and most user services were unavailable that day. The library was able to check out items through the Sierra offline service. Social media and press releases went out to inform patrons. Cameras had ongoing issues. A camera previously thought to be nonfunctional, was returned to service. The company reported our cameras were too old for the new software, and the library needed to upgrade. A quote for the new cameras was expected that week. Gutter work was scheduled for completion the following Tuesday.

### **Budget Review:**

Public Accounts: Motion by Rich, second by Karen, to approve payment of the bills listed on the public funds voucher list. Discussion included Quicken and a typo in the title. All ayes, motion carried.

Special Accounts: Motion by Karen, seconded by Rich to approve payment of the bills from the Forward Bank Special Account. Discussion included Story Book Garden monies and pass-through account explanation. All ayes, motion carried.

Maintenance Accounts: The payment for the maintenance that Josh performed in 2024 was made in January 2025, and the 2025 payment was made earlier in the year. Jill offered to keep this report in the packet moving forward.

2025 Budget Review: Jill highlighted the breaking out of the use of the property maintenance account differing from than what was shown in the past. She added this detail for transparency in showing the monies drawn from the maintenance account instead of the public funds.

### **Unfinished Business**

Landscaping Project (Conceptual): There were no updates. Candice, Jill, Mari Lyn and Beth met to come up with ideas and needs. Those ideas were passed to Linnea Ebann who planned to reach out when she had new designs.

### **New Business:**

Ann Asbeck Recognition: A donation collection will be accepted in Ann's name. A Garden book memorial and a library book were discussed. If Tom is ok, a note in the newsletter.

PR/Social Media/Filming Policy: This is a new policy. Rich makes a motion to approve the PR/Social Media/Filming Policy as written with any minor edits required, seconded by Karen. All ayes. Motion carried.

Mini Grant Requests: Patty made a motion to forward the WLA conference mini grant to the Foundation, seconded by Karen. All ayes. Motion carried. Rich made a motion to approve August Scavenger Hunts being funded by the Former Friends of the Library Funds going forwarded, seconded by Kathleen. All ayes. Motion carried.

### **Comments from public:**

A suggestion was made to install a plaque in memory of Ann Asbeck. The plaque in the Tamarack of past board presidents will be finished with final year.

**Next Meeting: Regular meeting on October 21, 2025, 4:00 pm in the lower level of the library and/or via video/teleconference**

The meeting adjourned at 5:22 PM. Motion by Jeff, Seconded by Rich All ayes. Meeting Adjourned.

Respectfully submitted: Jill Roth, Director

30 September, 2025

# Trustee Tale

---

Trustee Tale is a joint project of the Manitowoc Calumet Library System, Nicolet Federated Library System, Outagamie Waupaca Library System, Winnefox Library System and Wisconsin Valley Library System.

If you have questions, comments, or suggestions for future articles, contact your system director.

## Preparing for Intellectual Freedom Questions in the Community

*By Shannon M. Schultz, Director, South Central Library System*

As a public library trustee in Wisconsin, you play a vital role not only in governance but also as an ambassador for your library in the community. Conversations about intellectual freedom, library relevance, and collection practices often happen outside of board meetings—sometimes at the grocery store, in a coffee shop, or at a neighborhood event. Being prepared for those moments builds trust with the public and demonstrates the library's commitment to transparency and its mission.

Here are three key strategies to help you prepare:

### **Have an Elevator Speech—and REHEARSE It**

An elevator speech is a clear, 30–60 second statement that summarizes the library's mission and values. When community members ask questions about library collections, book challenges, or programming decisions, a trustee's response should be concise, confident, and consistent with library policy.

- **Keep it values-based:** Emphasize that libraries provide free access to information, serve diverse community needs, and protect the right of individuals to make their own choices as to what to watch, listen to, and read?"
- **Make it personal:** Share why you serve as a trustee and why intellectual freedom matters to you and your community.
- **Practice out loud:** Rehearse your speech until it feels natural. Practicing with fellow trustees or library staff can help you refine your words and gain confidence.

<https://owlsweb.org/trustee-tale/>

Consider the following examples of elevator speeches. Your elevator speech should feel natural for you, and your library board may wish to agree on what type of elevator speech sets the proper tone in your community.

This elevator speech generally and formally addresses the importance of intellectual freedom:

*"Intellectual freedom is the cornerstone of democracy—and in Wisconsin, our public libraries are on the front lines of protecting it. By ensuring access to a broad range of ideas, viewpoints, and information, libraries empower individuals to think critically, make informed decisions, and participate fully in civic life. In a time when books are being challenged and diverse voices silenced, defending intellectual freedom in our public libraries isn't just about books—it's about safeguarding the rights of every Wisconsinite to read, learn, and grow without censorship."*

This elevator speech is specific to the library board member's point of view:

*"As a public library trustee, I'm proud that our library is here to serve everyone in the community. We provide free access to books, technology, and information in many formats—print, digital, and online. Our role isn't to decide what people should or shouldn't read, but to make sure people have the freedom to make their own choices. We also have clear policies in place if anyone has concerns about materials. The library belongs to the whole community, and our job is to keep it welcoming, relevant, and accessible to all."*

And, last, a condensed version:

*"Our library serves everyone by providing free access to books, technology, and information. We don't decide what people should read—we make sure everyone has the freedom to choose, and we have clear policies if concerns come up."*

Once you have settled on an elevator speech that fits your style and tone, be sure to practice it until it becomes comfortable for you to deliver with confidence.

## **Know and Understand Your Library's Reconsideration Policy.**

Book challenges and questions about library collections are increasingly common. As a trustee, you don't make decisions about specific titles—but you must understand and support the process the library uses to review concerns.

- **Familiarize yourself with your library's policy:** Know how community members can submit a formal request for reconsideration and what steps follow.
- **Emphasize fairness and transparency:** Policies ensure that concerns are addressed respectfully, systematically, and without personal bias.
- **Stay in your role:** Trustees support policy and governance; staff handle daily operations and specific reconsideration requests. Promptly refer anyone expressing concerns about materials and collections to the library director.
- **Be consistent:** When speaking in the community, direct people to the established process rather than offering personal opinions about particular materials.

Trustees are the library's bridge to the community. By having a practiced elevator speech, anticipating tough questions, and being well-versed in the library's reconsideration policy, trustees can engage confidently, reinforce public trust, and advocate for the enduring importance of intellectual freedom.

## Library Board of Trustees - Director's Report

October 21, 2025

### ADMINISTRATION:

- Oneida County has approved of our funding request. The final budget approval takes place by the complete county board of supervisors in November. This meeting is when most decisions are made, so all indications are we will receive the requested funding.
- Baker and Taylor, our primary book vendor, was not purchased and instead will close its doors December 22. With most of their staff laid off, we are working on cancelling our open orders with them and fill We have some book vendors in place to act as a Band-Aid solution while we evaluate new vendors.
- Survey week is taking place Oct 13-18. At the time of writing this, the numbers are higher than this time last year for visits and programs. This is another metric highlighting the library's increased use.
- Our Veterans Services rep has shared her last day of coming to the Demmer will be December 17 as she will be retiring. We're working on coming up a new plan to sustain this program both in the interim and long term.

### STAFF

- Katie started attending cooperative circulation meetings through WVLS. Cooperative circulation is a volunteer committee of folks working for WVLS libraries working to improve systems and processes throughout the consortium. These folks regularly meet to better improve user experience and streamline services between libraries.

### COMMUNITY COLLABORATION:

- Book Bites has launched! Pi Pizza was incredibly generous in helping with the pizza launch party! Grants from the Library Foundation and Community Foundation are what make this program possible. It was a large team effort with input from all the staff to make it happen. Thank you do Dianna for helping promote it with the school!

### PROGRAMS AND OUTREACH:

September:

- Children: Lego Club **22**, Story Hour **80**
- YA: KPop Demon Hunters **46**
- Adult: Writers' Group **15**, TLGS **12**, BTOC **15**, Veterans Office Hours **Cancelled**, Crafternoon **14**
- General Interest: Scrabble Open Hours **4**, Hook & Needle Club **5**, Soup & Social Hour **15**, Duck Scavenger Hunt **4**, LeBubus **36**

October:

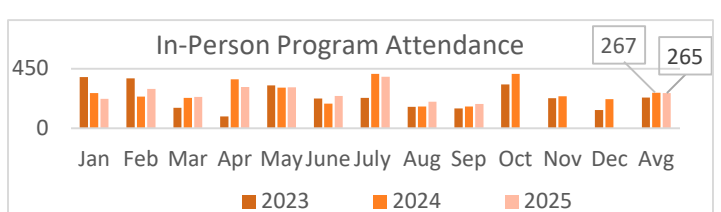
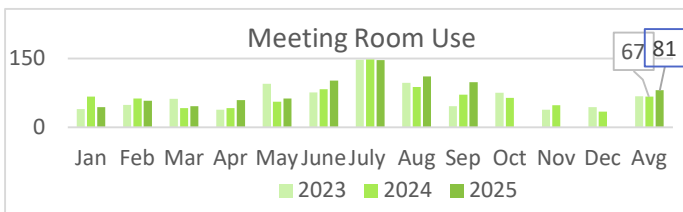
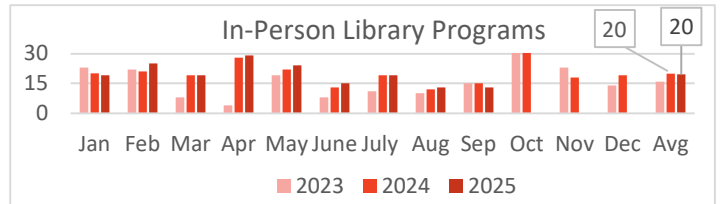
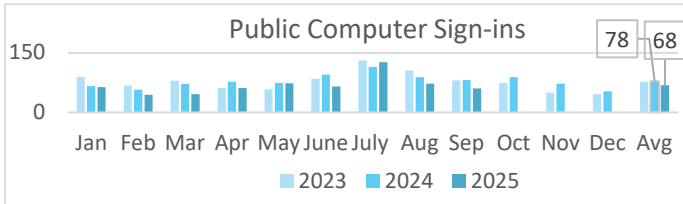
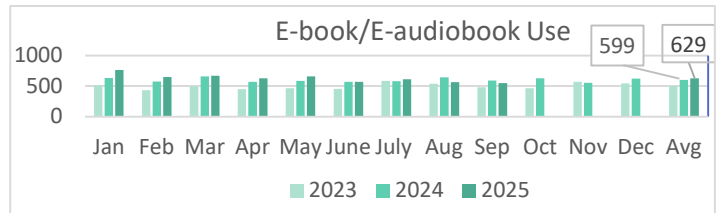
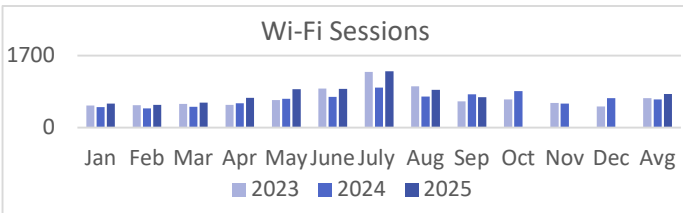
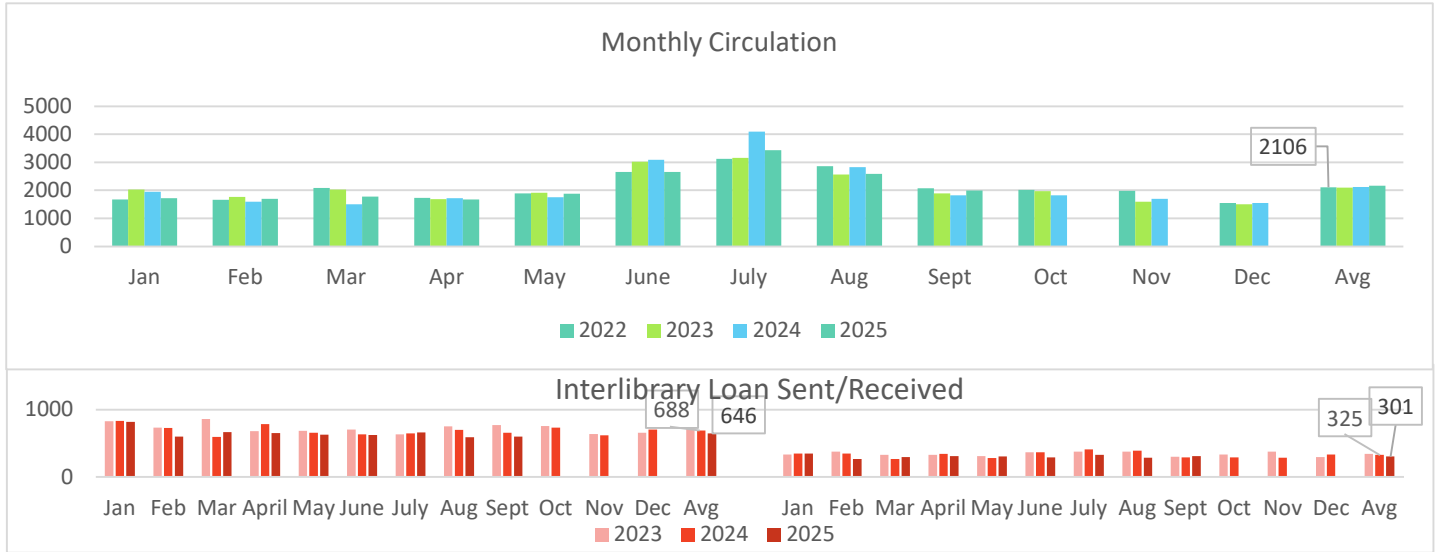
- Children: Lego Club, Story Hour, Book Bites
- YA: TAC, Teen-Tober, Book Bites
- Adult: Writers' Group, TLGS, BTOC, Veterans Office Hours, Crafternoon
- General Interest: Scrabble Open Hours, Hook & Needle Club, Soup & Social Hour, Respiratory Clinic, Pizza Launch Party, Pizza Bookmarks

# Library Board of Trustees - Director's Report

October 21, 2025

## Monthly and YTD Statistics

	Sept '25	YTD 2025	Sept '24	YTD 2024	Sept '23	YTD 2023
<b>Circulation</b>	1,990	19,406	1,818	20,558	1,890	18,478
<b>Interlibrary loan sent</b>	595/26	5,810/248	654/26	6,171/275	728/40	6,420/256
<b>Interlibrary loan received</b>	306	2,708	289	3,010	297	3,092



## Library Usage - Survey 2025

	March	June	Oct	Dec	Total 2025	Total 2024	Total 2023
<b>Library Visits</b>	365	490			EST 26,000	20,189	14,807
<b>Reference Transactions</b>	55	57			EST 2,912	1,924	1,976
<b>Program Attendance</b>	Ave/week: 17 4 programs	Ave/week: 15 5 programs	Ave/week: programs	Ave/week: programs	Ave/wk: 16 5 programs	Ave/wk: 43 3 programs	Ave/wk: 54 5 programs

# Library Board of Trustees - Director's Report

October 21, 2025

## Donations received:

-

## Memorials:

- Tellebsen - \$100

## Publicity of note:



**DEMMER LIBRARY**  
EXPLORE • LEARN • CREATE • SHARE  
Three Lakes, Wis. (715) 546-3391

Edward U. Demmer Memorial Library in Three Lakes will offer Scrabble drop-in play on Thursday, Sept. 25, at 1 p.m. in the fireplace area.

For those who enjoy writing poetry, short stories, novels, or children's stories, a writer's group will meet on Thursday, Oct. 2, at 1 p.m. in the Maple Room.

Weekly offerings include Story Hour for young children on Tuesdays at 10

a.m., featuring stories, music, movement, art, and more. The Three Lakes Genealogical Society is also available on Thursdays from 2-4 p.m. to assist patrons with record searches and genealogy questions.

Monthly offerings include Lego Club, Crafternoon, Teen Advisory Council (starting in October), Oneida County Veterans Service open office hours, Soup and Social Hour, Hook and Needle Night, and a book club.

For the full calendar of events, visit demmerlibrary.org. For more information, call 715-546-3391, email librarian@demmerlibrary.org, or stop by the library at 6961 W. School St., Three Lakes.



**DEMMER LIBRARY**  
EXPLORE • LEARN • CREATE • SHARE  
Three Lakes, Wis. (715) 546-3391

Edward U. Demmer Memorial Library in Three Lakes will host a Writers' Group meeting on Thursday, Sept. 18, at 1 p.m.

On Monday, Sept. 22, at 1 p.m., the Three Lakes Genealogical Society will present Photo Editing for Genealogy with Marilee Jacob Popovich. She will demonstrate simple apps that can digitize, repair, and enhance old family photos for free. Attendees should bring a phone, a laptop, a

printed photo, and a digitized photo saved to their laptop for practice.

A social gathering for knitters, crocheters, and other needleworkers will take place on Monday, Sept. 22, at 5 p.m. Participants can share projects, tips, and patterns while enjoying the company of fellow crafters.

A book discussion group will meet on Tuesday, Sept. 23, at 6:30 p.m. to discuss "Remarkably Bright Creatures" by Shelby Van Pelt. A Zoom option is available; email demmer@demmerlibrary.org for sign-in information.

Scrabble drop-in play is scheduled for Wednesday, Sept. 24, at 1 p.m.

Weekly offerings include Story Hour for young

children on Tuesdays at 10 a.m., featuring stories, music, movement, art, and more. The Three Lakes Genealogical Society is also available on Thursdays from 2-4 p.m. to assist patrons with record searches and genealogy questions.

Monthly offerings include Lego Club, Crafternoon, Teen Advisory Council (starting in October), Oneida County Veterans Service open office hours, Soup and Social Hour, and Hook and Needle Night.

For the full calendar of events, visit demmerlibrary.org. For more information, call 715-546-3391, email librarian@demmerlibrary.org, or stop by the library at 6961 W. School St., Three Lakes.



**DEMMER LIBRARY**  
EXPLORE • LEARN • CREATE • SHARE  
Three Lakes, Wis. (715) 546-3391

Edward U. Demmer Memorial Library in Three Lakes will host drop-in Scrabble play Thursday, Sept. 11, at 1 p.m. in the fireplace area.

Starting Tuesday, Sept. 16, weekly Story Hour resumes at 10 a.m. in the Maple Room. The free program for young children and their caregivers includes stories, music and movement, art activities, and more.

The Oneida County Veterans Service Office will offer outreach to veterans and their families on Wednesday, Sept. 17, from noon to 4 p.m. Walk-ins are welcome, or appointments can be made by calling 715-389-6127.

A Writers' Group meeting is set for Thursday, Sept. 18, at 1 p.m. in the Maple Room.

The Three Lakes Genealogical Society is at the library on Thursdays from 2-4 p.m., assisting patrons with record searches and genealogy questions.

Monthly offerings include Lego Club, Crafternoon, Teen Advisory Council (starting in October), Soup and Social Hour, Hook and Needle Night, and Books: The Other Channel.

For the full calendar of events, visit demmerlibrary.org. For more information, call 715-546-3391, email librarian@demmerlibrary.org, or stop by the library at 6961 W. School St., Three Lakes.



**DEMMER LIBRARY**  
EXPLORE • LEARN • CREATE • SHARE  
Three Lakes, Wis. (715) 546-3391

Edward U. Demmer Memorial Library in Three Lakes will host a Writers' Group meeting on Thursday, Sept. 4, at 1 p.m. in the Maple Room.

Lego Club meets Monday, Sept. 8, from 3:30-5 p.m. All ages are welcome to participate in a Lego challenge, free build, or play Creatory.

The library's Crafternoon is Tuesday, Sept. 9, at 2:30 p.m. in the Maple Room. This month's craft is book folding. Registration is required, as supplies may be limited. Contact the library for more information.

Scrabble drop-in play is scheduled for Thursday, Sept. 11, at 1 p.m. in the fireplace area.


Weekly programs include Story Hour, a free program for young children and their caregivers, held Tuesdays at 10 a.m. in the Maple Room. Children will enjoy stories, music and movement, art activities, and more.

The Three Lakes Genealogical Society is

at the library on Thursdays from 2-4 p.m., assisting patrons with record searches and genealogy questions.

Monthly offerings include in-person and virtual Dungeons and Dragons, Lego Club, Harry Potter Club, Oneida County Veterans Service office hours, and the Books: The Other Channel discussion group.

For more information, call 715-546-3391, email librarian@demmerlibrary.org, or stop by the library at 6961 W. School St., Three Lakes.



**MOVIE - HARRY POTTER & THE SORCERER'S STONE**  
SEPT. 12, 13 • 7:00 PM

**FREE EVENT - THE HEALING NATURE TRAIL-SLIDE TOUR**  
SEPT. 18 • 7:00 PM

**LIVE CONCERT - GERSHWIN TRIBUTE**  
SEPT. 19 • 7:30 PM

**MOVIE - PADDINGTON IN PERU**  
SEPT. 26, 27 • 7:00 PM

**Downtown Three Lakes**  
[www.tlca.org](http://www.tlca.org)



**MEET THE ARTIST LISA KRUEGER**  
SEPT. 5 • 5 PM - 7 PM

**MOVIE - A COMPLETE UNKNOWN**  
SEPT. 5, 6 • 7:00 PM

**MOVIE - HARRY POTTER & THE SORCERER'S STONE**  
SEPT. 12, 13 • 7:00 PM

**LIVE CONCERT - GERSHWIN TRIBUTE**  
SEPT. 19 • 7:30 PM

**Downtown Three Lakes**  
[www.tlca.org](http://www.tlca.org)

Respectfully submitted, Jill Roth – Director

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

**October 21, 2025**

### **BUILDING:**

- The dehumidifiers have been turned off for the season which means we've gone through a season without the basement flooding! Between the new drainage system and the work done by our amazing volunteer, Matt, I'm hopeful this is an indication of the issue being resolved.

### **SYSTEMS:**

- Sierra Server Migration went well overall! It took a little longer than expected after some issues were encountered, but WVLS did a great job keeping us apprised of what was happening and what services were available to use.

### **INTERIOR:**

- Our security camera software was reverted to the previous edition so all the cameras are back online. I'm still trying to obtain a quote from the company on replacing the cameras with ones that will support software updates.

### **EXTERIOR:**

- Gutter work is completed! They were incredibly fast and professional. Thank you to Josh for getting that arranged for us! The next phase of the garbage saga will be to address fencing and a platform for

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

- Garbage relocation project

Public Funds Voucher List 9/16-10/21

10/21/2025 through 10/21/2025

10/16/2025

Page 1

Date	Num	Description	Memo	Category	Amount
10/21/2025	1074	S Amazon Capital Services	credit for overpaying invoice	06 1038 Supplies:Computer Hardware	11.20
			DVDs + credit for overpaying invoice	07 1039 Materials:AV:AV Adult:Video	-125.27
			Adult books	07 1039 Materials:Books:Adult Books	-135.56
			Juv books	07 1039 Materials:Books:Juv-YA Books	-56.98
10/21/2025	1075	S Baker & Taylor	Adult books	07 1039 Materials:Books:Adult Books	-236.47
			Juv books	07 1039 Materials:Books:Juv-YA Books	-36.32
10/21/2025	1079	S Candice Johnson	story hour supplies	08 1040 Expenses:Programming:Children & Story ...	-42.94
			accidental personal book purchase debit	07 1039 Materials:Books:Juv-YA Books	7.71
10/21/2025	1076	Cengage Learning Inc / Galev.69: inv.999101370648;999101398500		07 1039 Materials:Books:Adult Books	-170.54
10/21/2025	1077	Demmer Mem. Library	v.70: USPS: ILL and stamps	06 1038 Supplies:Postage	-36.16
10/21/2025	1078	EO Johnson	v.71: inv.1838122 Copier contract CN7185...	03 1015 Contractual Services:Equipment Contracts	-337.04
10/21/2025	1081	Jill Roth	v.74: V-Cat meeting mileage	08 1040 Expenses:Staff Development:Mileage & ...	-117.60
10/21/2025	1080	ODP Business Solutions, ...	v.73: inv.437087924001: paper	06 1038 Supplies:Office	-39.38
<b>10/21/2025 - 10/21/2025</b>					<b>-1,315.35</b>
<b>TOTAL INFLOWS</b>					<b>18.91</b>
<b>TOTAL OUTFL...</b>					<b>-1,334.26</b>
<b>NET TOTAL</b>					<b>-1,315.35</b>

Forward Donation Account for Board

9/1/2025 through 10/21/2025

10/16/2025

Date	Account	Num	Description	Memo	Category	Clr	Amount
<b>BALANCE 8/31/2025</b>							<b>39,145.72</b>
9/2/2025	Forward Speci...	DEP	Donation (Lynn Lee)	Donation (Lynn Lee)	Donation Income	R	10,000.00
9/4/2025	Forward Speci...	Debit	Thrift Books Global	Replacements	Fines Expense	R	-53.99
9/8/2025	Forward Speci...	Debit	USPS	Library Mail	Town of Three Lakes Expense	R	-4.96
9/12/2025	Forward Speci...	Debit	Stash Tea	Tea	Donation Expense:Coffee Cart	R	-50.74
9/16/2025	Forward Speci...	1024	Rhinelande District Library	Invoice 2025-13 Replacements	Fines Expense	R	-59.00
9/16/2025	Forward Speci...	1025	Beth Jacobson	Storybook Garden Reimbursement check	Grant and Project Expense:Stor...	c	-102.35
9/16/2025	Forward Speci...	1026	Mari Lynn Garbowicz	Storybook Garden Reimbursement check	Grant and Project Expense:Stor...	c	-243.47
9/16/2025	Forward Speci...	1027	ODP Buisness Solutions	Inv 437086010001 - Creamer	Donation Expense:Coffee Cart	R	-35.59
9/16/2025	Forward Speci...	1028	Wisconsin Valley Library Service	Invoice 2025-2850 April's Computer	Donation Expense:TLPLF	c	-980.00
9/16/2025	Forward Speci...	1029	Amazon	Invoice # 1PFV-HFKF-W3CY - Replacements	Fines Expense	R	-37.17
9/16/2025	Forward Speci...	1030	Three Lakes Fab Lab	Make-It Camp 2025	Donation Expense:TLPLF:'25 Y...	R	-121.00
9/17/2025	Forward Speci...	Debit	USPS	Stamps	Town of Three Lakes Expense	R	-31.20
9/17/2025	Forward Speci...	Debit	Artisan Oven	Adult Programming	Grant and Project Expense:Asp...	R	-60.00
9/19/2025	Forward Speci...	Debit	Walmart	Walmart	Donation Expense:Misc.	R	-16.68
9/22/2025	Forward Speci...	Debit	ImageStuff	Book Bites lanyards and brag tags	Grant and Project Expense:TL...	R	-441.93
9/24/2025	Forward Speci...	DEP	... September Deposit	Remaining Computer Grant	Donation Income:TLPLF	R	80.00
				Book Bites Grant	Donation Income:TLPLF:Book ...	R	1,000.00
				TLCF Photo Contest Donation	Grant and Project Income	R	100.00
				Milwaukee Journal Sentinel Donation MJS	Donation Income:MJS Subscrip...	R	1,000.00
				TLCF Book Bites	Grant and Project Income:TLC...	R	1,000.00
				Jill WLA and Candice Chair	Donation Income:TLPLF	R	1,361.69
				Reimbursements	Town of Three Lakes Income	R	103.43
				September Copier Cash	Copier Income	R	122.70
				September Fines Cash	Fines Income	R	77.89
				September Donation Cash	Donation Income	R	31.26
				Coffee Cart Cash	Donation Income:Coffee Cart	R	20.00
10/2/2025	Forward Speci...	DEP	Thrift Books Global	Credit	Fines Income		-5.21
10/9/2025	Forward Speci...	Debit	Milwaukee Journal Sentinel	Newspaper	Donation Expense:MJS Subscri...		-0.94
10/14/2025	Forward Speci...	DEP	Venmo Deposit	Offset Walmart	Misc. Income		16.68
10/15/2025	Forward Speci...	Debit	Wisconsin Library Association	Jill's WLA Registration	Donation Expense:TLPLF		-455.00
10/15/2025	Forward Speci...	DEP	Venmo Deposit	Testing	Misc. Income		0.24
10/15/2025	Forward Speci...	DEP	Venmo Deposit	Testing	Misc. Income		0.10
10/15/2025	Forward Speci...	Debit	Venmo Withdrawl	Testing	Miscellaneous Expense		-0.24
10/15/2025	Forward Speci...	Debit	Venmo Withdrawl	Testing	Miscellaneous Expense		-0.10
10/21/2025	Forward Speci...	1031	... Town Of Three Lakes	Lincoln County Reimbursement	Revenue Pass-through Expense		-148.03
				Utilities	TL Historical Society Expense		-330.00
				Q3 Copies Transfer	Copier Transfer to Town		-559.23
10/21/2025	Forward Speci...	1032	... Amazon	Replacements after applied credits	Fines Expense		-4.35
				YA Programming Teen Tober	Donation Expense:TLPLF:'25 Y...		-145.55
<b>9/1/2025 - 10/21/2025</b>							<b>11,027.26</b>
<b>BALANCE 10/21/2025</b>							<b>50,172.98</b>

Forward Donation Account for Board

9/1/2025 through 10/21/2025

10/16/2025

Date	Account	Num	Description	Memo	Category	Clr	Amount
					<b>TOTAL INFLOWS</b>		<b>14,913.99</b>
					<b>TOTAL OUTFLOWS</b>		<b>-3,886.73</b>
					<b>NET TOTAL</b>		<b>11,027.26</b>

Maintenance Transaction Report for Board

9/1/2025 through 10/21/2025

Date	Account	Num	Description	Memo	Category	Clr	Amount
<b>BALANCE 8/31/2025</b>							<b>67,162.41</b>
9/30/2025	Money Market ...		Interest Earned		_IntInc	R	220.71
10/21/2025	Money Market ...	1010	AA Seamless LLC	Gutter Relocation	Demmer Trust Expense		-1,418.00
<b>9/1/2025 - 10/21/2025</b>							<b>-1,197.29</b>
<b>BALANCE 10/21/2025</b>							<b>65,965.12</b>
<b>TOTAL INFLOWS</b>							<b>220.71</b>
<b>TOTAL OUTFLOWS</b>							<b>-1,418.00</b>
<b>NET TOTAL</b>							<b>-1,197.29</b>

## 2025 October Budget Sheet

10/21/2025					
Account	2025 Budget	Spent		Balance	
<b>01 Salaries 551 1001</b>					
01 Director	\$ 48,460.61	\$ 36,078.78	\$ 12,381.83	74%	
02 Technical Services	\$ 37,081.22	\$ 26,799.87	\$ 10,281.35	72%	
03 Assistant Director Adult/YA Librarian	\$ 37,919.44	\$ 27,732.60	\$ 10,186.84	73%	
04 Childrens Librarian	\$ 25,824.08	\$ 18,555.31	\$ 7,268.77	72%	
05 Circulation Clerk 1	\$ 11,950.40	\$ 9,010.98	\$ 2,939.42	75%	
06 Circulation Clerk 2	\$ 11,360.08	\$ 6,737.50	\$ 4,622.58	59%	
07 Relief Librarian	\$ 606.00	\$ -	\$ 606.00	0%	
08 Custodial	\$ 3,676.40	\$ 1,423.13	\$ 2,253.27	39%	
09 Misc Staff Salaries	\$ -	\$ -	\$ -		
<b>Total Salaries</b>	<b>\$ 176,878.23</b>	<b>\$ 126,338.17</b>	<b>\$ 50,540.06</b>		
			71%		
<b>02 Benefits</b>					
Social Security 551 1005	\$ 13,531.18	\$ 8,735.80	\$ 4,795.38	65%	
Health Insurance 551 1006	\$ 36,503.84	\$ 30,316.84	\$ 6,187.00	83%	
Life Insurance 551 1006	\$ -	\$ 50.69	\$ (50.69)		
Dental EBC 551 1008	\$ -	\$ 4,445.02	\$ (4,445.02)		
WRS 551 1009	\$ 10,451.47	\$ 7,587.13	\$ 2,864.34	73%	
<b>Total Benefits</b>	<b>\$ 60,486.49</b>	<b>\$ 51,135.48</b>	<b>\$ 9,351.01</b>		
			85%		
<b>03 Contractual Services</b>	551 1015				
Equipment Contracts	\$ 1,784.75	\$ 1,216.33	\$ 568.42	68%	
Professional Services	\$ 619.00	\$ 711.00	\$ (92.00)	115%	
Waltco Courier	\$ -	\$ -	\$ -		
<b>Total Contractual Services</b>	<b>\$ 2,403.75</b>	<b>\$ 1,927.33</b>	<b>\$ 476.42</b>		
			80%		
<b>04 Utilites</b>					
Electric 551 1031	\$ 6,370.00	\$ 4,508.63	\$ 1,861.37	71%	
Natural Gas 551 1034	\$ 2,700.00	\$ 1,292.33	\$ 1,407.67	48%	
Sewer and Water 551 1036	\$ 1,400.00	\$ 922.85	\$ 477.15	66%	
Telephone 551 1020	\$ 2,650.00	\$ 3,482.53	\$ (832.53)	131%	
<b>Total Utilites</b>	<b>\$ 13,120.00</b>	<b>\$ 10,206.34</b>	<b>\$ 2,913.66</b>		
			78%		
<b>05 Property Maintenance</b>	550 1035				
Custodial Supplies	\$ 600.00	\$ 717.48	\$ (117.48)	120%	
Property Maintenance	\$ -	\$ 633.97	\$ (633.97)		
Security Systems - split	\$ -	\$ 976.13	\$ (976.13)		
Security Systems - split	also see below				
Building Contingency	\$ -	\$ -	\$ -		
<b>Total Property Maintenance</b>	<b>\$ 600.00</b>	<b>\$ 2,327.58</b>	<b>\$ (1,727.58)</b>	388%	
			388%		
<b>06 Supplies</b>	551 1038				
Computer Hardware	\$ 3,640.00	\$ 3,724.78	\$ (84.78)	102%	
Library Supplies	\$ 750.00	\$ 733.70	\$ 16.30	98%	
Office Supplies	\$ 750.00	\$ 453.01	\$ 296.99	60%	
Petty Cash	\$ 150.00	\$ -	\$ 150.00	0%	
Postage	\$ 400.00	\$ 360.41	\$ 39.59	90%	
<b>Total Supplies</b>	<b>\$ 5,690.00</b>	<b>\$ 5,271.90</b>	<b>\$ 418.10</b>		
			93%		
<b>07 Materials - AV</b>	551 1039				
Adult audiobook	\$ 750.00	\$ 53.67	\$ 696.33	7%	
Adult video	\$ 850.00	\$ 619.65	\$ 230.35	73%	
Juvenile audiobook	\$ 150.00	\$ -	\$ 150.00	0%	

Juvenile video	\$ 100.00	\$ 49.41	\$ 50.59	49%	
<b>Total Materials - AV</b>	<b>\$ 1,850.00</b>	<b>\$ 722.73</b>	<b>\$ 1,127.27</b>		
			39%		
<b>07 Materials - Books</b>	551 1039				
Adult books	\$ 11,000.00	\$ 8,456.78	\$ 2,543.22	77%	
eBook consortium	\$ 908.36	\$ 908.36	\$ -	100%	
Juvenile/YA books	\$ 3,000.00	\$ 2,322.88	\$ 677.12	77%	
<b>Total Materials - Books</b>	<b>\$ 14,908.36</b>	<b>\$ 11,688.02</b>	<b>\$ 3,220.34</b>		
			78%		
<b>07 Materials - Subscriptions</b>	551 1039				
Individual subscriptions	\$ -	\$ -	\$ -		
Newspapers	\$ -	\$ -	\$ -		
Subscription Service	\$ 800.00	\$ 783.13	\$ 16.87	98%	
<b>Total Subscriptions</b>	<b>\$ 800.00</b>	<b>\$ 783.13</b>	<b>\$ 16.87</b>		
			98%		
<b>08 Expenses - Computer</b>	551 1040				
Maintenance and Repair	\$ 100.00	\$ -	\$ 100.00	0%	
Software subscription/licenses	\$ 310.00	\$ 205.71	\$ 104.29	66%	
Computer Contingency	\$ -	\$ -	\$ -		
<b>Total Computers</b>	<b>\$ 410.00</b>	<b>\$ 205.71</b>	<b>\$ 204.29</b>		
			50%		
<b>08 Expenses - Programming</b>	551 1040				
Adult	\$ 300.00	\$ 186.60	\$ 113.40	62%	
Children / Story Hour	\$ 300.00	\$ 181.19	\$ 118.81	60%	
Movie license	\$ 223.00	\$ -	\$ 223.00	0%	
Reading Programs	\$ 800.00	\$ 800.00	\$ -	100%	
Young Adult	\$ 300.00	\$ 300.00	\$ -	100%	
<b>Total Programming</b>	<b>\$ 1,923.00</b>	<b>\$ 1,467.79</b>	<b>\$ 455.21</b>	76%	
			76%		
<b>08 Expenses - Publishing Fees</b>	551 1040				
Job Posting	\$ 50.00	\$ 70.30	\$ (20.30)	141%	
Publicity	\$ -	\$ -	\$ -		
<b>Total Publishing Fees</b>	<b>\$ 50.00</b>	<b>\$ 70.30</b>	<b>\$ (20.30)</b>		
			141%		
<b>08 Expenses - Staff Development</b>	551 1040				
Staff Development	\$ 900.00	\$ 833.04	\$ 66.96	93%	
Mileage and Meals	\$ 400.00	\$ 590.80	\$ (190.80)	148%	
<b>Total Staff Development</b>	<b>\$ 1,300.00</b>	<b>\$ 1,423.84</b>	<b>\$ (123.84)</b>		
			110%		
<b>08 Expenses - WVLS</b>	551 1040				
Internet	\$ 1,200.00	\$ 1,200.00	\$ -	100%	
Network and Enterprise	\$ 1,950.00	\$ 1,950.00	\$ -	100%	
V-Cat Maintenance	\$ 5,632.67	\$ 5,632.67	\$ -	100%	
Wiscat (DPI) & WorldCat (WILS)	\$ -	\$ -	\$ -		
<b>Total WVLS</b>	<b>\$ 8,782.67</b>	<b>\$ 8,782.67</b>	<b>\$ -</b>		
			100%		
<b>Total 2025 Budget</b>	<b>\$ 289,202.50</b>	<b>\$ 222,350.99</b>	<b>\$ 66,851.51</b>		
Salary totals current through	9/17/2025			77%	
<b>05 Property Maintenance to be paid by Special Accounts only in 2025</b>	550 1035				
Filters & Carpet Cleaning	\$ 2,833.00	\$ 2,869.57	\$ (36.57)	101%	

Security Systems	\$ 2,338.93	\$ 2,017.72	\$ 321.21	86%	genetec and per mar
Property Maintenance Fee	\$ 3,300.00	\$ 3,300.00	\$ -	100%	
<b>Total Property Maintenance</b>	<b>\$ 8,471.93</b>	<b>\$ 8,187.29</b>	<b>\$ 284.64</b>	97%	
			97%		

## Fines/Copies - Last quarter - Q3 2025

7/1/2025 through 9/30/2025

10/15/2025

Page 1

Date	Account	Num	Description	Memo	Clr	Amount
<b>INCOME</b>						<b>870.75</b>
<b>Copier Income</b>						<b>661.83</b>
7/31/2025	Forward Special Acc...DEP	S	July Deposit	July Cash	R	321.73
8/28/2025	Forward Special Acc...DEP	S	August Deposit	August Copier ...	R	217.40
9/24/2025	Forward Special Acc...DEP	S	September Deposit	September Co...	R	122.70
<b>Fines Income</b>						<b>208.92</b>
7/31/2025	Forward Special Acc...DEP	S	July Deposit	July Cash	R	64.85
				Business chec...	R	40.00
8/28/2025	Forward Special Acc...DEP	S	August Deposit	August Fines C...	R	19.19
				Marathon County	R	6.99
9/24/2025	Forward Special Acc...DEP	S	September Deposit	September Fin...	R	77.89
<b>EXPENSES</b>						<b>-311.52</b>
<b>Fines Expense</b>						<b>-311.52</b>
7/15/2025	Forward Special Acc...1015		Rhineland District ... Invoice 2025-1...		R	-16.00
7/15/2025	Forward Special Acc...1019		Baker & Taylor Books Invoice 203914...		R	-12.35
7/15/2025	Forward Special Acc...1020	S	Amazon		R	-99.01
8/19/2025	Forward Special Acc...Debit		Thrift Books Global Adult Books		R	-34.00
9/4/2025	Forward Special Acc...Debit		Thrift Books Global Replacements		R	-53.99
9/16/2025	Forward Special Acc...1024		Rhineland District ... Invoice 2025-1...		R	-59.00
9/16/2025	Forward Special Acc...1029		Amazon Invoice # 1PFV...		R	-37.17
<b>OVERALL TOTAL</b>						<b>559.23</b>

## Library Board of Trustees – Quarterly Account Report

3<sup>rd</sup> Quarter 2025

October 21, 2025

**Special Donation Account:** Income: donations, memorials, fund raising. Expense: donation/memorial/fine expenses, coffee cart supplies, special donation expenses.

Laona State Bank and Forward accounts:

<b>Beginning balance 07/01/2025:</b>	<b>\$36,842.79</b>
<b>Ending balance 09/30/2025:</b>	<b>\$53,130.43</b>
<b>Net change:</b>	<b>\$16,287.64</b>

**Money Market Maintenance:** Income: funds remaining from Demmer Trust funds allocated for major maintenance projects in 1998 and additional funds from Demmer Trust annual disbursement. Expense: building maintenance only.

Forward account:

<b>Beginning balance 07/01/2025:</b>	<b>\$56,374.52</b>
<b>Ending balance 09/30/2025:</b>	<b>\$67,383.12</b>
<b>Net change:</b>	<b>\$11,008.60</b>

**Former Friends:** funds raised and previously maintained by the Friends of the Demmer Memorial Library until August 2016. Income: quarterly book sales. Expense: projects to support Demmer programs and services.

Forward account:

<b>Beginning balance 07/01/2025:</b>	<b>\$11,646.89</b>
<b>Ending balance 09/30/2025:</b>	<b>\$12,558.99</b>
<b>Net change:</b>	<b>\$912.10</b>

Respectfully submitted,

Jill Roth – Director

Quarterly Checking Transaction Report - Last quarter

7/1/2025 through 9/30/2025

10/16/2025

Page 1

Date	Account	Num	Description	Memo	Category	Clr	Amount
<b>BALANCE 6/30/2025</b>							<b>38,276.61</b>
7/1/2025	Forward Speci...	Debit	USPS	Library Mail	Town of Three Lakes Expense	R	-13.20
7/1/2025	Forward Speci...	Debit	Quicken Inc.	Operational Account License	Town of Three Lakes Expense	R	-53.88
7/3/2025	Forward Speci...	Debit	DSPS	Lift Inspection Fee and Service Charge	Town of Three Lakes Expense	R	-51.13
7/7/2025	Forward Speci...	Debit	Walmart	Summer Reading	Donation Expense:TLPLF:'25 S...	R	-20.02
7/9/2025	Forward Speci...	Debit	Hobby Lobby	YA Programming	Town of Three Lakes Expense	R	-18.90
7/11/2025	Forward Speci...	Debit	Stash Tea	Tea	Donation Expense:Coffee Cart	R	-50.30
7/12/2025	Forward Speci...	Debit	Hobby Lobby	YA Programming	Town of Three Lakes Expense	R	-15.58
7/14/2025	Forward Speci...	Debit	Quicken Inc.	Special Accounts License	Town of Three Lakes Expense	R	-53.88
7/14/2025	Forward Speci...	Debit	Walmart	Summer Reading	Donation Expense:TLPLF:'25 S...	R	-7.22
7/15/2025	Forward Speci...	1015	Rhineland District Library	Invoice 2025-12 Replacements	Fines Expense	R	-16.00
7/15/2025	Forward Speci...	1016	Town Of Three Lakes	Fines and Copies Transfer	--Split--	R	-492.81
7/15/2025	Forward Speci...	1017	Tom's Drawing Board	Oil Painting Adult Program	--Split--	R	-550.00
7/15/2025	Forward Speci...	1018	Cengage	Lions Club Large Print	--Split--	R	-107.63
7/15/2025	Forward Speci...	1019	Baker & Taylor Books	Invoice 2039148471	Fines Expense	R	-12.35
7/15/2025	Forward Speci...	1020	Amazon	Amazon INV # 11LF-4W4K-Q3WL	--Split--	R	-281.70
7/15/2025	Forward Speci...	1021	April Hansen	Mileage for WAPL	Donation Expense:TLPLF	R	-207.20
7/17/2025	Forward Speci...	Debit	USPS	Stamps	Town of Three Lakes Expense	R	-31.20
7/20/2025	Forward Speci...	Debit	Walgreens	Summer Reading	Donation Expense:TLPLF:'25 S...	R	-100.00
7/31/2025	Forward Speci...	Debit	USPS	Library Mail	Town of Three Lakes Expense	R	-4.25
7/31/2025	Forward Speci...	DEP	July Deposit	Donation, Reimbursement, Fines, copies, and Kirby	--Split--	R	1,939.60
<b>7/1/2025 - 7/31/2025</b>							<b>-147.65</b>
<b>BALANCE 7/31/2025</b>							<b>38,128.96</b>
8/4/2025	Forward Speci...	Debit	TJ Maxx	YA Programming	--Split--	R	-24.99
8/4/2025	Forward Speci...	Debit	Walmart	Summer Reading	Donation Expense:TLPLF:'25 S...	R	-30.97
8/4/2025	Forward Speci...	Debit	Krist	Summer Reading	Donation Expense:TLPLF:'25 S...	R	-6.00
8/4/2025	Forward Speci...	Debit	Krist	Summer Reading	Donation Expense:TLPLF:'25 S...	R	-7.99
8/6/2025	Forward Speci...	Debit	Pick N Save	Coffee and filters	Donation Expense:Coffee Cart	R	-41.97
8/6/2025	Forward Speci...	Debit	Nelson's Ace Hardware	Pushbroom, Hornet Killer, Screw	Town of Three Lakes Expense	R	-22.53
8/7/2025	Forward Speci...	Debit	Roll20	YA Program - DND software subscription	Town of Three Lakes Expense	R	-49.99
8/8/2025	Forward Speci...	Debit	USPS	Library Mail	Town of Three Lakes Expense	R	-8.50
8/14/2025	Forward Speci...	Debit	DOJ Epay Records	Background Check	Town of Three Lakes Expense	R	-7.00
8/19/2025	Forward Speci...	1022	Office Depot	INV 433716699001	Donation Expense:TLPLF	R	-179.99
8/19/2025	Forward Speci...	1023	Candice Johnson	Summer Reading Reimbursements	Donation Expense:TLPLF:'25 S...	R	-37.60
8/19/2025	Forward Speci...	Debit	Thrift Books Global	Adult Books	Fines Expense	R	-34.00
8/25/2025	Forward Speci...	Debit	USPS	Library Mail	Town of Three Lakes Expense	R	-4.96
8/28/2025	Forward Speci...	DEP	August Deposit	August '25 Deposit	--Split--	R	1,473.25
<b>8/1/2025 - 8/31/2025</b>							<b>1,016.76</b>
<b>BALANCE 8/31/2025</b>							<b>39,145.72</b>
9/2/2025	Forward Speci...	DEP	Donation (Lynn Lee)	Donation (Lynn Lee)	Donation Income	R	10,000.00
9/4/2025	Forward Speci...	Debit	Thrift Books Global	Replacements	Fines Expense	R	-53.99
9/8/2025	Forward Speci...	Debit	USPS	Library Mail	Town of Three Lakes Expense	R	-4.96

Quarterly Checking Transaction Report - Last quarter

7/1/2025 through 9/30/2025

10/16/2025

Page 2

Date	Account	Num	Description	Memo	Category	Clr	Amount
9/12/2025	Forward Speci...	Debit	Stash Tea	Tea	Donation Expense:Coffee Cart	R	-50.74
9/16/2025	Forward Speci...	1024	Rhinelanders District Library	Invoice 2025-13 Replacements	Fines Expense	R	-59.00
9/16/2025	Forward Speci...	1025	Beth Jacobson	Storybook Garden Reimbursement check	Grant and Project Expense:Stor...		-102.35
9/16/2025	Forward Speci...	1026	Mari Lynn Garbowicz	Storybook Garden Reimbursement check	Grant and Project Expense:Stor...		-243.47
9/16/2025	Forward Speci...	1027	ODP Buisness Solutions	Inv 437086010001 - Creamer	Donation Expense:Coffee Cart	R	-35.59
9/16/2025	Forward Speci...	1028	Wisconsin Valley Library Service	Invoice 2025-2850 April's Computer	Donation Expense:TLPLF		-980.00
9/16/2025	Forward Speci...	1029	Amazon	Invoice # 1PFV-HFKF-W3CY - Replacements	Fines Expense	R	-37.17
9/16/2025	Forward Speci...	1030	Three Lakes Fab Lab	Make-It Camp 2025	Donation Expense:TLPLF:'25 Y...	R	-121.00
9/17/2025	Forward Speci...	Debit	USPS	Stamps	Town of Three Lakes Expense	R	-31.20
9/17/2025	Forward Speci...	Debit	Artisan Oven	Adult Programming	Grant and Project Expense:Asp...	R	-60.00
9/19/2025	Forward Speci...	Debit	Walmart	Walmart	Donation Expense:Misc.	R	-16.68
9/22/2025	Forward Speci...	Debit	ImageStuff	Book Bites lanyards and brag tags	Grant and Project Expense:TL...	R	-441.93
9/24/2025	Forward Speci...	DEP	September Deposit	September '25 Deposit	--Split--	R	4,896.97
<b>9/1/2025 - 9/30/2025</b>							<b>12,658.89</b>
<b>BALANCE 9/30/2025</b>							<b>51,804.61</b>
<b>OVERALL TOTAL</b>							<b>13,528.00</b>
<b>TOTAL INFLOWS</b>							<b>18,309.82</b>
<b>TOTAL OUTFLOWS</b>							<b>-4,781.82</b>
<b>NET TOTAL</b>							<b>13,528.00</b>

## Maintenance Account 1/4ly - Last quarter

7/1/2025 through 9/30/2025

10/16/2025

Page 1

Date	Account	Num	Description	Memo	Category	Clr	Amount
<b>BALANCE 6/30/2025</b>							<b>70,403.52</b>
7/31/2025	Money Market ...		Interest Earned		_IntInc	R	239.18
8/19/2025	Money Market ...	1008	Town Of Three Lakes	48210 Annual Building Maintenance-2025	Demmer Trust Expense	R	-3,300.00
8/19/2025	Money Market ...	1009	Pieper Electric, Inc.	Service Technician labor Invoice #CD99025839	Demmer Trust Expense	R	-420.00
8/31/2025	Money Market ...		Interest Earned		_IntInc	R	239.71
9/30/2025	Money Market ...		Interest Earned		_IntInc	R	220.71
<b>7/1/2025 - 9/30/2025</b>							<b>-3,020.40</b>
<b>BALANCE 9/30/2025</b>							<b>67,383.12</b>
<b>TOTAL INFLOWS</b>							<b>699.60</b>
<b>TOTAL OUTFLOWS</b>							<b>-3,720.00</b>
<b>NET TOTAL</b>							<b>-3,020.40</b>

Former Friends 1/4ly - Last quarter

7/1/2025 through 9/30/2025

10/16/2025

Date	Account	Num	Description	Memo	Category	Clr	Amount
<b>BALANCE 6/30/2025</b>							<b>11,764.39</b>
7/15/2025	Former Friends...	1011	Colby Community Library	BookPage split subscription	Donation Income:Friends of the...	R	-105.00
9/16/2025	Former Friends...	1012	Jill Roth	Reimbursements for Trustee Training Week	Donation Expense:Friends of th...	R	-158.65
9/24/2025	Former Friends...DEP	...	Between Sales/4th Of July	4th of July Book Sale and between sales	--Split--	R	1,058.25
<b>7/1/2025 - 9/30/2025</b>							<b>794.60</b>
<b>BALANCE 9/30/2025</b>							<b>12,558.99</b>
<b>TOTAL INFLOWS</b>							<b>1,058.25</b>
<b>TOTAL OUTFLOWS</b>							<b>-263.65</b>
<b>NET TOTAL</b>							<b>794.60</b>

## Internet Use Policy

Approved and/or amended by Library Board: 10/2012, 06/2015, [10/2025](#)  
Last reviewed by Library Board: ~~06/2015~~[10/2025](#)

### Mission Statement for Internet Use

In response to advances in technology and the developing needs of our patrons, the Edward U. Demmer Memorial Library endeavors to develop collections, resources and services that meet the cultural, informational, recreational and educational needs of the area. It is within this context that the Library offers access to the Internet, both through public computers and free public Wi-Fi.

### Expectations

All Internet resources accessible through the Library are provided equally to all patrons. *The Demmer Memorial Library does not monitor and has no control over the information accessed through the Internet and cannot be held responsible for its content.*

Users should be aware that the inappropriate use of electronic information resources can be a violation of local, state, and federal laws and can lead to prosecution. The user will be held responsible for his/her actions using the Internet. Users are expected to abide by the policies below, which include generally accepted rules of network etiquette. Unacceptable uses of the service will result in the suspension or revocation of Internet use privileges. [Internet access may not be available due to technical problems.](#)

### Public Internet Access Computers

#### ***Unacceptable Use of Public Internet Computers***

Access to and use of the Internet in the Library is a privilege. Unacceptable use of the library's electronic information resources, including the internet, will result in loss of computer privileges. Unacceptable use includes, but is not limited to, the following:

- Using the Internet for illegal purposes.
- Disclosing, using, or disseminating personal identity information about minors.
- Compromising the privacy of users.
- Transmitting threatening, harassing or defamatory materials or messages.
- Engaging in communications which are libelous or slanderous.
- Committing fraud.
- Violating copyright law or software licenses.
- Developing computer programs which infiltrate a computer or computer system and/or damage or alter the software components of a local or remote computer or computer system.
- Transmitting chain mail, broadcast letters or junk mail of any type.

## Internet Use Policy

Approved and/or amended by Library Board: 10/2012, 06/2015, 10/2025

Last reviewed by Library Board: ~~06/2015~~10/2025

- Attempting to gain unauthorized access to the resources of the library internet computers.
- Disrupting the intended use of the Library's Internet computers.
- Destroying the integrity of computer-based information in the library's internet computers.

Consideration of other library users and staff is expected. Conversations are to be kept quiet.

~~All Internet users will sign in using only their valid library registration card number and PIN. Use of other patrons' registration numbers is prohibited.~~

If computer use creates an atmosphere inappropriate for a public library setting, we will ask the user to desist (see Offensive and Disruptive Materials).

### ***Use of the Public Internet Computers by Minor Children***

The Edward U. Demmer Memorial Library provides people of all ages with materials to meet their informational, educational and recreational needs.

The library affirms the right and responsibility of parents to monitor their own minor (under the age of 18) children's use of the library's electronic resources, including the Internet, use of electronic mail and chat rooms. Parents and guardians are responsible for deciding whether material accessed by their minor children is appropriate or inappropriate. Parents and/or guardians are responsible for ensuring their own minor children's safety and security when using electronic mail, chat rooms, and other forms of direct electronic communications.

Any person found to be disclosing, disseminating, or using personal identification information of a minor in an unauthorized manner will be reported to the appropriate law enforcement agencies.

Parents and/or guardians, not the Demmer Library or its staff, are responsible for the Internet information selected and/or accessed by their children. *Parents are encouraged to supervise their children's Internet sessions.*

### ***Procedures for Library Public Computer Internet Use***

1. ~~Patrons wishing to access the Internet must affirm that they have reviewed the Internet Policy by clicking on "Accept" on the entry screen of their session. Any patrons found to have library fines totaling \$3.00 or more will be asked to vacate the workstation immediately. Patrons should first check in at the front desk prior to using the computers.~~ Patrons under the age of eighteen (18) are required to complete the

## Internet Use Policy

Approved and/or amended by Library Board: 10/2012, 06/2015, 10/2025  
Last reviewed by Library Board: ~~06/2015~~10/2025

“Internet Usage Agreement for Minors” section of the patron registration form, and have the form signed by his/her parent or guardian. ~~All newly registered patrons, adults and minors, will receive a paper copy of this Internet Policy.~~

~~2. All Internet users will sign in using only their valid library registration card number and PIN. Use of another patron’s registration numbers is prohibited.~~

3.2. All access will be on a first-come, first-serve basis. Reservations for special circumstances will be accepted at the discretion of the library staff. All public PCs will shut down 10 minutes before closing time.

~~4. In order to minimize the spread of viruses to the Demmer internet computer and in the interest of preserving disk space, downloading of files from the Internet to the hard drive (c:) will not be allowed.~~

5.3. Customer complaints will be handled according to existing library policies.

~~6. Internet access may not be available due to technical problems.~~

~~7. The Demmer Memorial Library cannot be responsible for the quality or accuracy of any information found on the Internet.~~

~~8. Internet access will be denied to anyone breaching this policy.~~

~~9. Use of the library netbooks shall be at the discretion of the Library staff, and patrons under the age of eighteen (18) will be required to complete the **Internet Acceptable Use Policy** review and procedure described in item #1 above.~~

## Public Wi-Fi

Wireless access is provided as a public service free of charge on an as-is basis with no guarantee and no warranty. The library’s wireless network is subject to periodic maintenance and unforeseen downtime.

Information passing through the Library's wireless access is not secured and could be monitored, captured, or altered by others. There are risks involved with connecting to a public wireless connection, such as possible viruses, malware, loss of data, possible hacking/snooping

## Internet Use Policy

Approved and/or amended by Library Board: 10/2012, 06/2015, [10/2025](#)  
Last reviewed by Library Board: ~~06/2015~~[10/2025](#)

by others connected, possible hardware/software failure. It is your sole responsibility to protect your information from all risks associated with using the Internet, including any damage, loss, or theft that may occur as a result of your use of the Library's wireless access.

~~It is recommended. A~~ All Wi-Fi users ~~should~~ have up-to-date antivirus software installed on their computers.

Wi-Fi users are responsible for setting up their device in order to connect to the Internet through the Library's Wi-Fi access point. Library staff are not responsible for equipment malfunctions, settings, or more than general troubleshooting of Internet connections.

The Library assumes no responsibility for the safety of equipment; users must keep their equipment with them at all times.

Wi-Fi users agree and hereby release, indemnify, and hold harmless, the Demmer Memorial Library, the Town of Three Lakes, its officers and employees, and any affiliate, from any damage that may result from your use of this wireless access.

~~Printing is not available via the wireless connection at this time. If the user desires to print, the file can be saved to a flash/thumb drive or emailed to themselves and printed from a public computer per I. Circulation Policy.~~

Due to limited bandwidth, during peak hours Library staff may limit the type of Internet use.

If you do not agree to the above terms, please disable your wireless connection or turn off your device.

## Electronic Mail (E-mail)

The Edward U. Demmer Memorial Library does not provide email accounts to users; however, users with existing email accounts may access their accounts through the library's Internet terminals. The library does not accept responsibility for the privacy of possible cached (temporarily stored) messages left after such use.

## Copyright

Please be aware that material on the Internet and World Wide Web is copyrighted. It is your responsibility to be aware of the display of any notices concerning the copyright of information on the Web and to respect the copyright laws of the United States.

## Internet Use Policy

Approved and/or amended by Library Board: 10/2012, 06/2015, [10/2025](#)  
Last reviewed by Library Board: ~~06/2015~~[10/2025](#)

### Misuse Penalties

Violators of the Demmer Library's *Internet Acceptable Use Policy* or *Procedures for Library Internet Use* may lose library privileges. Anyone discovered attempting to damage the library's equipment and/or software, attempting to change files or reset configurations, or otherwise violate this Internet Acceptable Use Policy, will immediately lose the right to use the library's electronic resources. Violations of policies regarding acceptable use of electronic resources will be dealt with in a serious and appropriate manner. Illegal acts involving the library's computer resources or equipment will be subject to prosecution by the appropriate authorities. Users are responsible for any damage to hardware, software or furniture. The library reserves the right to take appropriate action to ensure compliance with this policy.

### Offensive and Disruptive Materials

The library strives to balance the rights of patrons to access of all types of information resources with the rights of patrons and staff to work in a public setting free from disruptive sounds and visual materials. The library's facilities and grounds are shared by a public and staff of all ages, backgrounds, and sensibilities. Any action which may reasonably be considered disruptive, disturbing, or obscene is unacceptable.

Viewing or sending child pornography is a federal offense and is subject to criminal prosecution.

### Waiver of Responsibility

The library does not control or monitor material available on the Internet and cannot be held responsible for its content, authority reliability, validity, currency, or use. The library does not accept responsibility for retaining possibly cached (temporarily stored) information about sites visited on the Internet or World Wide Web. The Board of Trustees of the Edward U. Demmer Memorial Library, the library staff, and the Town of Three Lakes are not liable for any negative consequences that may occur as a result of using the library's Internet or Wi-Fi connection. It is the responsibility of each user to determine that information accessed electronically is appropriate for that user.

Appendix: Form – Public Computer Internet Use Agreement for Minors

---

# 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 Library Friends,

October is a big month at the library, and I'd like to highlight three important events.

First, Banned Books Week is right around the corner. This national celebration reminds us that the freedom to read is essential to an open and democratic society. Stop by to see our displays and enjoy some incredible titles!

Next up, we're kicking off a new youth reading program with a Pizza Launch Party on October 13 from 12-4PM! Along with tasty slices, we'll introduce the program for kids age PreK-8th grade. Bring your appetite and your curiosity. All are welcome at the pizza party!

Finally, please mark your calendars for the County Funding Hearing on October 8. We would appreciate any library supporters willing to join us in the committee room at the Oneida County Courthouse that morning. If you want help, please come chat with me!

Thank you, as always, for being such strong supporters of your library. We hope to see you at these events!

Jill

PS. In addition to exciting new programs, we're also proud to support community wellness. A Respiratory Clinic will be held at the library on Monday, October 20, from 1:00–2:00 p.m. This clinic will offer both flu and COVID-19 vaccine administration. All are welcome and a wide variety of insurance plans accepted—please mark your calendars and take this opportunity to protect yourself and your family as we head into the colder months.

---

## 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



The Three Lakes Genealogical Society (TLGS) will meet next on Monday, October 27th, at 1 p.m. in the lower level of the Edward U. Demmer Memorial Library in Three Lakes. The meeting can also be viewed on Zoom, courtesy of the Demmer Library. To attend the meeting virtually, email the library at [demmer@demmerlibrary.org](mailto:demmer@demmerlibrary.org) to get the link. The Three Lakes Genealogical Society's program will be "Scanning the Past." Members will receive an overview of digitization equipment and tips, then have practice time on the scanners. Members are asked to bring a few photos or documents to scan.

Every Thursday from 2-4 p.m., in the Local History Room within the library, there is a TLGS member present to help anyone with investigating their family history. Everyone is welcome to come in and have a little one-on-one time with someone who could help. No scheduling required.

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>

## Three Lake Public Library Foundation



*The Three Lakes Public Library Foundation is a non-profit, 501(c)3 corporation. The organization is governed by a board of directors comprised of volunteers dedicated to helping the community through the improvement of the library.*

### **What we do:**

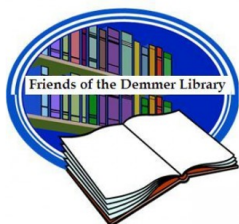
- *Initiates funding and endowment opportunities*
- *Identifies and funds special projects and services*
- *Inspires community interest and involvement*



### **Purpose**

*The Foundation selectively supports positive, high quality activities such as adult and children's learning programs, public access computer hardware and software, special collections, library furnishings and continuing education for library staff.*

**Want to donate? Scan the QR code!**



## Friends of the Demmer Library

The Friends of the Demmer Library are looking for members to serve on their board. Letters of Interest should be dropped off at the Demmer Library c/o Friends.

*The Friends of the Demmer Library is a volunteer organization that wants to promote knowledge & use of the library.*

*Our used book sale fund-raiser events are used to purchase needed equipment, materials, and support programs for the library.*



## Monthly Writing Group

**TWO MEETINGS THIS MONTH!**

Thursday, October 2nd @ 1:00pm

Thursday, October 16th @ 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.

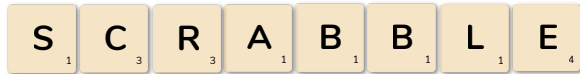
### **Veterans Services Office Hours**

**Demmer Library**

**Wednesday**

**October 15<sup>th</sup>**

**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.



## **Hook & Needle Nights**

**FOURTH MONDAY OF THE MONTH**

**5PM-7PM DEMMER FIREPLACE AREA**

A social gathering for knitters, crocheters, and needle workers where people can share their projects, tips, patterns, and enjoy the company of fellow crafters.



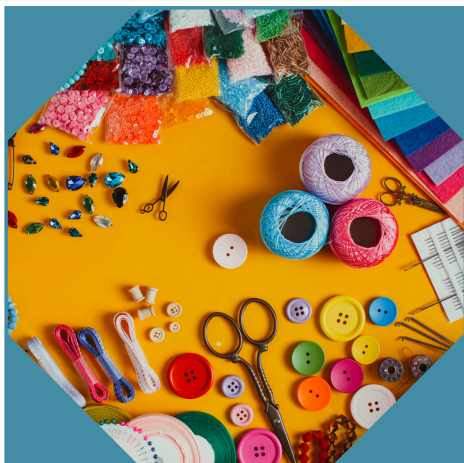
## **Demmer Crafternoon**

**The 2nd Tuesday of each month**

**2:30pm**

**Demmer Libratory**

**Registration is required.**





# Story Hour Demmer Library Tuesdays@ 10 am

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

## Lego Club Monday, October 13 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.

## **TEEN LIBRARY COUNCIL** **GRADES 6-12**

Every 3rd Monday starting:  
Monday, October 20  
Maple Room  
3:30-4:30

- Make decisions about teen spaces, programs and books.
- Earn volunteer hours needed for graduation.
- Participation looks good on college and job applications.
- FOOD & FUN!

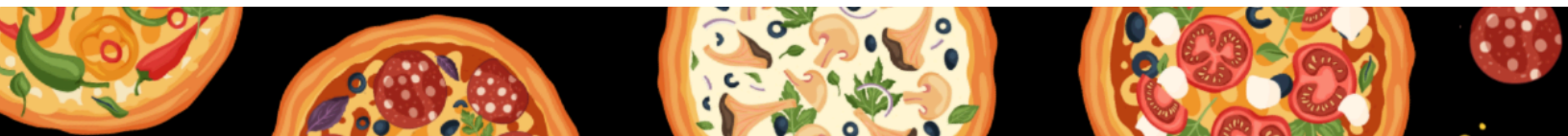


### October theme: Pizza & Pumpkins!!!



## **TEEN-TOBER TOGO!!!**

Students 6th grade and up can pick up their "Teen-Tober Togo" pizza box at the Demmer in the Teen Area. Each box will have a snack, a collectible keychain, and more. Supplies limited.



# SOUP AND SOCIAL HOUR

October 15th  
5PM-6PM

DEMME NORTHWOODS ROOM

*Bring a pot of soup or a loaf of bread to share and warm up with good company at the library.*

Preserve your memories at our

## Digitization Day 2.0

Digitize, Document, Discover

Wednesday, Oct 15<sup>th</sup> 12 pm-3pm  
The Demmer Library

- Learn how to scan your photos, slides, negatives, reels of 8mm film and more
- Record an oral history of your family



## PumpkinFest Book Sale

OCTOBER 11

📍 DEMMER LIBRARY LOWER LEVEL

🕒 9:30AM-12PM

FILL A BAG

\$10

# Booking Ahead

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



*Twice* by Mitch Albom

*End Game* by Jeffrey Archer

*Sugar and Spite* by M. C. Beaton & R. W. Green

*Girl Dinner* by Olivie Blake

*Gone Before Goodbye* by Reese Witherspoon & Harlan Coben

*The Secret Christmas Library* by Jenny Colgan

*Calder Strong* by Janet Dailey

*O, Deadly Night* by Vicki Delany

*Denied Access* by Vince Flynn & Don Bentley

*Mate* by Ali Hazelwood

*My Beloved* by Jan Karon

*A Matter of Pedigree* by Leslie Meier

*Santa's Holiday Spectacular* by Fern Michaels

*The Impossible Fortune* by Richard Osman

*The Picasso Heist* by James Patterson & Howard Roughan

*And to All a Good Bite* by David Rosenfelt

*Remain* by Nicholas Sparks & M. Night Shyamalan

*The Portrait* by Danielle Steel

*The Hitchhikers* by Chevy Stevens

*Snow Kissed* by RaeAnne Thayne

*Queen Demon* by Martha Wells

## Books the Other Channel Book Club

Tuesday, October 28th--6:30 PM

in person or via Zoom

Books the Other Channel book discussion group will discuss *All the Colors of the Dark* by Chris Whitaker on October 28th 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)



THIS LIBRARY PARTICIPATES IN

# BANNED BOOKS WEEK®



OCT.  
5-11  
2025

~~CENSORSHIP~~  
is so 1984

READ  
FOR YOUR  
RIGHTS

[ALA.ORG/BBOOKS](http://ALA.ORG/BBOOKS)  
ALA American Library Association



and



**Present:**

# **PIZZA**

## **LAUNCH PARTY**

**OCTOBER 13, 12-4PM  
DEMMEER LIBRARY**

**Join us for an unforgettable afternoon of mouth-watering pizza, ice-cold drinks, and the launch of the Demmer Library's new youth reading program!**

**All are welcome at the pizza party.**

**Come see what all the fuss is about!**

Questions? Contact the Demmer Library at  
715-546-3391 or [demmer@demmerlibrary.org](mailto:demmer@demmerlibrary.org)