

1. Agenda

Documents: [LIB_20150617_AG.PDF](#)

2. Complete Packet

Documents: [LIB_20150617_PK.PDF](#)



Fitchburg Public Library
5530 Lacy Road
Fitchburg, WI 53711
Phone: (608) 729-1760
www.fitchburgwi.gov/library

**AGENDA
LIBRARY BOARD
June 17, 2015
5:30 P.M.
CONFERENCE ROOM
FITCHBURG PUBLIC LIBRARY**

NOTICE IS HEREBY GIVEN that there will be a meeting of the Fitchburg Library Board in the **Conference Room** at 5:30 p.m., Wednesday, June 17, 2015, at Fitchburg Public Library, 5530 Lacy Road to consider and act on the following:

(Note: Full coverage of this meeting is available through FACTv and Streaming Video accessible on the city web site at www.fitchburgwi.gov)

1. **Call to Order**
 - a. Introduction of new board members
2. **Public Appearances – Non-Agenda Items**
3. **Approval of Minutes**
 - a. April 15, 2015
4. **Treasurer Report**
 - a. Overview
 - b. Register
 - c. Approve Dane County Library Service payment
5. **Old Business**
6. **New Business**
 - a. Elect new officers
 - b. Approve revised gifts to the library policy
7. **President Report**
8. **Library Director Report - Rawson**
9. **Committee Reports**
 - a. Strategic Planning
 - b. Facilities
 - c. Personnel
10. **Announcements**
 - a. Next Board Meeting: Wednesday, July 15, 2015, at 5:30 p.m.
11. **Adjournment**



Fitchburg Public Library
5530 Lacy Road
Fitchburg, WI 53711
Phone: (608) 729-1760
www.fitchburgwi.gov/library

**AGENDA
LIBRARY BOARD
June 17, 2015
5:30 P.M.
CONFERENCE ROOM
FITCHBURG PUBLIC LIBRARY**

NOTICE IS HEREBY GIVEN that there will be a meeting of the Fitchburg Library Board in the **Conference Room** at 5:30 p.m., Wednesday, June 17, 2015, at Fitchburg Public Library, 5530 Lacy Road to consider and act on the following:

(Note: Full coverage of this meeting is available through FACTv and Streaming Video accessible on the city web site at www.fitchburgwi.gov)

1. **Call to Order**
 - a. Introduction of new board members
2. **Public Appearances – Non-Agenda Items**
3. **Approval of Minutes**
 - a. April 15, 2015
4. **Treasurer Report**
 - a. Overview
 - b. Register
 - c. Approve Dane County Library Service payment
5. **Old Business**
6. **New Business**
 - a. Elect new officers
 - b. Approve revised gifts to the library policy
7. **President Report**
8. **Library Director Report – Rawson**
 - a. Touch A Truck
 - b. Summer reading programs
 - c. Outreach position
 - d. Books & Brews
9. **Committee Reports**
 - a. Strategic Planning
 - b. Facilities
 - c. Personnel
10. **Announcements**
 - a. Next Board Meeting: Wednesday, July 15, 2015, at 5:30 p.m.
11. **Adjournment**

NOTE: It is possible that members of and possibly a quorum of members of other government bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Fitchburg City Hall, 5520 Lacy Rd., Fitchburg, WI 53711 608-270-4200.

DRAFT MINUTES

Fitchburg Public Library

Wednesday, April 15, 2015, 5:30 pm

Present: Nancy Kieraldo Pauli Nikolay BT Thomas
Eric Vincent Swami Swaminathan Dan Carpenter

Also present: Wendy Rawson Kate Liu Ben Mueller

Absent: Karen Julesberg

1. **Call to Order – 5:30 pm** by Swaminathan

2. **Public Appearances – Non-Agenda Items**

Nancy Kieraldo introduced Ben Mueller, the new librarian at Leopold Elementary, who will likely be taking Kieraldo's seat on the library board when she retires at the end of the month. Introductions went around. Swaminathan commented that he hoped that this would lead to further collaborations and connections with Leopold. This is a mayoral appointment and will need to have council approval.

3. **Approval of Minutes**

a. March 18, 2015

Nikolay moved and Kieraldo seconded to approve the minutes as written. This passed by voice vote.

4. **Treasurer Report**

a. Overview and b. Register

Rawson covered the 2015 overview and register. It was noted that a lot of the items were reimbursed by funding from the Friends, for 1000 Books and Bookstart. Thomas questioned the elevator testing; wanted to be sure that Kone would not have some accountability concerning this expense. Next year we will be able to budget for this. Richmond cannot do certain kinds of testing. Air filters are a fairly new expense; we had several years' worth that came with the system and this is the first time we have had to order these. This will be an annual expense going forward. Thomas asked about the library collection, to see if we are on target for spending. Rawson noted that the numbers tend to go up after the report is done each month as bills continue to be paid. We came out very close to even in 2014, and Rawson is confident we will do the same this year. Thomas moved and Carpenter seconded to approve the March 2015 treasurer's report, this passed by voice vote.

c. 2014 Final post-audit report

Rawson covered the final post audit 2014 treasurer's report. We were underspent in some accounts such as personnel, and overspent in other places that were reimbursed by grants. We are putting \$115,956 into fund balance.

For next year, we will start a new section of the report for restricted funds: fund balance, MCF endowment, and the capital campaign.

We are waiting to see what the settle-up payment with DCLS will be; we hoped it would be February but that has been delayed. As soon as Rawson knows this, she will email it out to board members. If the payment is more than \$50,000 we will have more time to pay it; if Dane county owes us money, they will also have more than one year to pay it to us if it is over \$50,000.

Swaminathan asked if the audit turned up any things that finance would like us to change; Rawson responded that there were a few minor things that we will change presentation of to more closely align with city, but there were no real problems.

Thomas moved and Nikolay seconded to approve the final report of 2014, this passed by voice vote.

d. Approval for SCLS to collect our cross county payments
Counties pay for their citizen's use of libraries in adjacent counties. This is a three year process: we get numbers for use in one year, request payment in the next year, and receive payment the year after that. The sheet in the packet approving SCLS doing this for us should be corrected to read 2016. The board approved this by voice vote and the president signed the paper.

5. **Old Business**
none.

6. **New Business**

a. Circulation Policy Update

There were some small changes needed to the policy which Rawson covered. It was confirmed that your account is suspended when your fines are more than \$20, not at \$20. There are some companies that will do materials collection for you; we have not felt that we needed to use this yet. Under loan periods, we needed to change lucky day items to books and DVDs as we have both; we have added Rokus as well. Video games were added to the policy. On the last page, it was also noted that the website links are out of date and will need to be updated.

Thomas asked what the process was for updating policies; Rawson explained that we have been working on this as a workflow with the managers. This process will be calendared with the staff. Rawson will bring a list of policies to the next meeting and we can discuss a possible schedule and decide if it needs to be part of the board calendar.

Vincent moved and Thomas seconded to approve the changes to the circulation policy, this passed by voice vote.

7. **President Report**

Swaminathan thanked all of the board members for their participation and dedication to the board. Praise was given for the respectful dialog which was always present, as well as Rawson's stewardship, and Liu's minutes and other documentation. He noted that there are still challenges ahead. He was disappointed that the city did not fund the outreach position last year; also noted that the library has weathered several financial issues. Carpenter thanked Swaminathan for his service as president as well as time on the council.

8. **Library Director Report** - Rawson

Rawson noted that it is National Library Week and we have a banner up for this outside. Library staff fill bags for patrons to check out; all of these went out during first couple days and we are ready for a second round. 1000 Books Before Kindergarten will start Monday the 20th, a sign company is coming to do the sign for this on the wall in the back of the children's area. We have supplies for 500 kids to start the program. A press release was sent to the Fitchburg Star very recently. Rawson expressed thanks for the Friends' sponsorship of this program.

Trivia Night is coming up at the central library, we are sending staff. Cost is \$250 per table as a fundraiser for Beyond the Page.

Thomas took this time to thank Kieraldo for her service, Rawson echoed this. Kieraldo thanked the board for the opportunity to serve with them and the opportunity to learn. Nikolay thanked her for helping us to connect more with the schools and for her work on the strategic plan.

9. **Committee Reports**

a. Strategic Planning, b. Facilities

Nikolay noted that there would be no report in the interest of time, Rawson echoed this for facilities.

c. Nominating

Vincent reported that all current officers would like to take smaller roles next year. This has led to some complications as mayoral / council appointments have not been made yet, and with the change in mayor things are somewhat unsettled. Rawson noted that appointments should take place within the next 2 weeks; the nominating committee will be able to create a slate before the May library board meeting. Swaminathan spoke to mayor about this, emphasizing the need for timeliness. Thomas should send a note to the mayor to indicate that he would like re-appointment. Rawson will let nominating committee know as soon as she hears from the city about the appointments.

d. Personnel: the meeting went into closed session at this time - 6:35pm, with Carpenter moving and Thomas second. This passed by voice vote. The board then spent closed session discussing the library director's evaluation.

e. Return to open session at 7:36 pm.

10. **Announcements**

a. Next Board Meeting: Wednesday, May 20, 2015, at 5:30 p.m.

11. **Adjournment at 7:38 pm.**

Acct Type	Acct #	Name	January	February	March	April	May	June	YTD	2015 Budget Amount	% Budget Remaining	\$ Budget Remaining	2014 Amount for May
Personnel	110	Salaries & Wages	\$ 51,545.60	\$ 33,774.53	\$ 52,120.61	\$ 58,322.28	\$ 81,784.01		\$ 277,547.03	\$ 720,113.00	61.46%	\$ 442,565.97	\$ 69,889.26
Personnel	115	Overtime	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 276.00	100.00%	\$ 276.00	\$ -
Personnel	120	LTE/Seasonal wages	\$ 2,295.99	\$ 1,605.50	\$ 2,562.60	\$ 2,766.60	\$ 4,688.71		\$ 13,919.40	\$ 42,120.00	66.95%	\$ 28,200.60	\$ 5,331.23
Personnel	130	Direct Fringe Benefits	\$ 6,834.31	\$ 4,382.42	\$ 6,880.63	\$ 7,844.09	\$ 10,925.52		\$ 36,866.97	\$ 102,026.00	63.87%	\$ 65,159.03	\$ 9,652.88
Personnel	135	Longevity	\$ 525.00	\$ -	\$ -	\$ -	\$ -		\$ 525.00	\$ 525.00	0.00%	\$ -	\$ -
Personnel Total			\$ 61,200.90	\$ 39,762.45	\$ 61,563.84	\$ 68,932.97	\$ 97,398.24		\$ 328,858.40	\$ 865,060.00	61.98%	\$ 536,201.60	
Personnel total 2014			\$ 59,875.37	\$ 59,183.67	\$ 39,125.00	\$ 59,384.72	\$ 84,873.37						
Contractual Services	240	Repairs & Maintenance by Others	\$ -	\$ 818.75	\$ 1,400.00	\$ -	\$ -		\$ 2,218.75	\$ 15,000.00	85.21%	\$ 12,781.25	\$ 33.48
Contractual Services	245	Computer Related Repair & Maintenance	\$ 1,003.98	\$ 42.17	\$ 39.83	\$ 3,209.50	\$ 4.83		\$ 4,300.31	\$ 14,000.00	69.28%	\$ 9,699.69	\$ 140.78
Contractual Services	250	Public Notices & Advertising	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 500.00	100.00%	\$ 500.00	\$ 140.75
Contractual Services	290	Other Contractual Services	\$ 80,862.73	\$ 5,981.76	\$ 1,177.37	\$ -	\$ 1,975.00		\$ 89,996.86	\$ 130,095.00	30.82%	\$ 40,098.14	\$ 178.60
Contractual Services	291	Presenters / Performers	\$ 236.50	\$ -	\$ -	\$ 365.00	\$ -		\$ 601.50	\$ 4,850.00	87.60%	\$ 4,248.50	\$ 29,060.09
Contractual Services Total			\$ 82,103.21	\$ 6,842.68	\$ 2,617.20	\$ 3,574.50	\$ 1,979.83		\$ 96,515.92	\$ 164,445.00	41.31%	\$ 67,929.08	
Contractual Services total 2014			\$ 79,936.75	\$ 9,117.70	\$ 2,492.10	\$ 3,410.90	\$ 29,412.92						
Operating Expense	310	Office Supplies & Postage	\$ 98.31	\$ 216.46	\$ 153.06	\$ 251.46	\$ 234.43		\$ 953.72	\$ 2,500.00	61.85%	\$ 1,546.28	\$ 363.09
Operating Expense	325	Training & Staff Development	\$ 15.00	\$ -	\$ 402.00	\$ 12.00	\$ 1,042.00		\$ 1,471.00	\$ 6,000.00	75.48%	\$ 4,529.00	\$ 87.00
Operating Expense	330	Vehicle Use Reimbursement	\$ -	\$ -	\$ -	\$ 65.55	\$ -		\$ 65.55	\$ 1,000.00	193.45%	\$ 934.45	\$ 272.16
Operating Expense	340	Operating Materials & Supplies	\$ 1,716.74	\$ 2,310.44	\$ 2,304.63	\$ 1,889.34	\$ 2,658.55		\$ 10,879.70	\$ 17,000.00	36.00%	\$ 6,120.30	\$ 3,436.94
Operating Expense	345	Public Information & Printing	\$ 439.74	\$ -	\$ 150.07	\$ 2,177.91	\$ 521.28		\$ 3,289.00	\$ 5,000.00	34.22%	\$ 1,711.00	\$ 777.43
Operating Expense	350	Repair & Maintenance Supplies	\$ -	\$ -	\$ 1,241.65	\$ 384.65	\$ 228.22		\$ 1,854.52	\$ 8,000.00	76.82%	\$ 6,145.48	\$ 115.92
Operating Expense	355	Equipment Operating Expense	\$ 2,380.00	\$ 1,474.04	\$ 1,371.34	\$ 1,478.04	\$ 1,505.71		\$ 8,209.13	\$ 17,000.00	51.71%	\$ 8,790.87	\$ 1,396.43
Operating Expense	360	Building Repairs & Maintenance	\$ 27.99	\$ 1,145.31	\$ 164.85	\$ 1,015.42	\$ -		\$ 2,353.57	\$ 6,000.00	60.77%	\$ 3,646.43	\$ 59.84
Operating Expense	363	Communications Expense	\$ 90.05	\$ 7.25	\$ 26.01	\$ 28.20	\$ -		\$ 151.51	\$ 1,000.00	84.85%	\$ 848.49	\$ 51.99
Operating Expense	365	Telephone & Other Utilities	\$ 185.92	\$ 9,039.85	\$ 9,745.37	\$ 8,441.79	\$ 7,535.87		\$ 34,948.80	\$ 98,500.00	64.52%	\$ 63,551.20	\$ 7,969.87
Operating Expense	387	Library Collection	\$ 30,288.53	\$ 11,208.78	\$ 12,756.81	\$ 23,223.77	\$ 12,236.71		\$ 89,714.60	\$ 175,000.00	48.73%	\$ 85,285.40	\$ 14,679.13
Operating Expense	5920-100	City Administrative Fee	\$ -	\$ 55,000.00	\$ -	\$ -	\$ -		\$ 55,000.00	\$ 110,000.00	50.00%	\$ 55,000.00	\$ -
Operating Expense	390	Other Operating Expense	\$ 113.71	\$ 36.94	\$ 62.94	\$ 121.34	\$ 164.21		\$ 499.14	\$ 2,000.00	75.04%	\$ 1,500.86	\$ 148.93
Operating Expense	391	Other- Dane County Payment	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 524,642.00	100.00%	\$ 524,642.00	\$ 537,323.00
Operating Expense	392	Other - Dane County Settle-up Payment	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 50,000.00	100.00%	\$ -	\$ -
Operating Expense	400	Transfer for Capital Improvement Projects	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 16,000.00	100.00%	\$ 16,000.00	\$ -
Operating Expense	511	Building Insurance	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -
Operating Expense	590	Building, Liability, & WC Insurance	\$ 1,572.76	\$ -	\$ -	\$ 6,144.42	\$ -		\$ 7,717.18	\$ 18,700.00	58.73%	\$ 10,982.82	\$ -
Operating Expense	591	Allocated Benefit- Health Ins	\$ 6,663.56	\$ 6,663.56	\$ 6,663.56	\$ 6,242.06	\$ 6,242.06		\$ 32,474.80	\$ 82,943.00	60.85%	\$ 50,468.20	\$ 6,838.55
Operating Expense	592	Allocated Benefit- Life Insurance	\$ 30.75	\$ 34.35	\$ 36.63	\$ 36.63	\$ 36.63		\$ 174.99	\$ 593.00	70.49%	\$ 418.01	\$ 45.21
Operating Expense	593	Allocated Benefit- Disability Insurance	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 3,684.00	100.00%	\$ 3,684.00	\$ -
Operating Expense	594	Allocated Benefit- Dental Insurance	\$ 542.52	\$ 558.80	\$ 558.80	\$ 558.80	\$ 558.80		\$ 2,777.72	\$ 7,860.00	64.66%	\$ 5,082.28	\$ 568.15
Operating Expense	596	Allocated Benefit - Unemployment Ins.	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -
Operating Expense Total			\$ 44,165.58	\$ 87,695.78	\$ 35,637.72	\$ 52,071.38	\$ 32,964.47		\$ 252,534.93	\$ 1,153,422.00	78.11%	\$ 900,887.07	
Operating Expense Total 2014			\$ 35,607.40	\$ 33,534.10	\$ 39,732.38	\$ 34,883.34	\$ 574,152.35						
Grand Total Expense									\$ 677,909.25	\$ 2,182,927.00	68.94%	\$ 1,505,017.75	

										% revenue raised	\$ still to come in	
Revenue	4111-000	Property Tax Levy							\$ 1,604,133.00	\$ 1,604,133.00	100%	\$ -
Revenue	4347-101	County Payment for Township Users							\$ 106,277.00	\$ 106,277.00	0%	\$ 106,277.00
Revenue	4347-102	County Payment for Municipal Users							\$ 377,294.00	\$ 377,294.00	0%	\$ 377,294.00
Revenue	4510-000	Library Fines							\$ 7,227.66	\$ 16,000.00	45%	\$ 8,772.34
Revenue	4610-250	Copy Fees							\$ 2,952.15	\$ 5,000.00	59%	\$ 2,047.85
Revenue	4810-100	Interest Income										\$ -
Revenue	4820-100	Sale of Supplies							\$ 69.72	\$ 150.00		\$ 80.28
Revenue	4830-100	Payment - FL Material Damages							\$ 1,300.73	\$ 4,000.00	33%	\$ 2,699.27
Revenue	4850-000	Donations							\$ 684.45	\$ 1,000.00	68%	\$ 315.55
Revenue	4875-001	MCF Grant for NAH Collection								\$ 1,500.00		\$ 1,500.00
Revenue	4875-002	Grants - other								\$ 400.00		\$ 400.00
Revenue	4890-000	Miscellaneous Revenue							\$ 7,736.91	\$ 15,000.00	52%	\$ 7,263.09
Revenue	4890-501	Payment - Other SCLS Material Damages							\$ 145.25	\$ 75.00		\$ -
Revenue	4890-400	Allocated Insurance Dividend								\$ 2,500.00		\$ 2,500.00
Revenue	4930-250	Fund Balance Applied								\$ 50,000.00		\$ 50,000.00
Grand Total Revenue									\$ 1,624,249.87	\$ 2,183,329.00	74%	\$ 559,149.38
Grand Total Revenue YTD less Grand Total Expenses YTD:												\$ 946,340.62
												% of year elapsed: 42%

Register of Bills Paid - April 2015

Invoice Date	PO Date	Payable to	Category	reimburse?	Description	Amount	Acct #
4/30/2015		Salaries and Wages				\$ 58,322.28	110
						\$ 58,322.28	110 Total
4/30/2015		Overtime				\$ -	115
						\$ -	115 Total
4/30/2015		LTE / Seasonal Wages				\$ 2,766.60	120
						\$ 2,766.60	120 Total
4/30/2015		Direct Fringe Benefits				\$ 7,844.09	130
						\$ 7,844.09	130 Total
4/30/2015		Longevity				\$ -	135
						\$ -	135 Total
							240
							240
						\$ -	240 Total
4/6/2015	4/20/2015	Amazon.com			iPad cables	\$ 59.97	245
4/1/2015	4/14/2015	Civic Plus	City IT		Website fees	\$ 2,001.88	245
4/9/2015	4/29/2015	CDW-G	City IT		Software upgrade	\$ 83.47	245
4/22/2015	4/29/2015	CDW-G	City IT		Cable	\$ 8.72	245
4/22/2015	4/27/2015	Evanced			Room reservation software	\$ 992.00	245
						\$ 3,146.04	245 Total
							250
							250
						\$ -	250 Total
							290
							290
						\$ -	290 Total
4/29/2015	4/29/2015	Hoerr, Kara			Adult Program Presenter	\$ 100.00	291
4/21/2015	4/29/2015	Laughlin, Tom			Adult Program Presenter	\$ 265.00	291
						\$ 365.00	291 Total
4/7/2015	4/20/2015	Staples			Office Supplies	\$ 67.63	310
4/17/2015		City of Fitchburg			Paper	\$ 124.40	310
4/28/2015	5/13/2015	Staples			Office Supplies	\$ 59.43	310
						\$ 251.46	310 Total
4/29/2015	5/5/2015	Stringfield, Tegan			Lunch at workshop	\$ 12.00	325
							325
						\$ 12.00	325 Total
4/29/2015	5/5/2015	Stringfield, Tegan			Mileage	\$ 32.78	330
4/29/2015	5/5/2015	Stringfield, Tegan			Mileage	\$ 32.77	330
						\$ 65.55	330 Total
4/8/2015	4/8/2015	Copps			Food for staff event (purchased with food for adult program, total= \$39.58)	\$ 29.00	340
4/8/2015	4/8/2015	Copps	Programming - adult		Food for adult program	\$ 10.58	340
4/1/2015	4/8/2015	Brodart		Friends: 1K-Bks	Bookstart supplies	\$ 10.39	340
4/1/2015	4/8/2015	Brodart		Friends: 1K-Bks	Bookstart supplies	\$ 14.44	340
4/7/2015	4/8/2015	Discount School Supplies		Friends: 1K-Bks	1000 Books supplies (purchased with supplies for kids program, total= \$107.1)	\$ 41.56	340
4/7/2015	4/8/2015	Discount School Supplies	Programming - kids		Craft supplies	\$ 65.54	340
4/2/2015	4/13/2015	Staples			Toner	\$ 50.97	340
4/1/2015	4/20/2015	Amazon.com	Programming - kids		Paper	\$ 27.80	340
4/1/2015	4/20/2015	Amazon.com		Friends: 1K-Bks	Containers for Bookstart	\$ 21.77	340
4/1/2015	4/20/2015	Amazon.com		Friends: 1K-Bks	Containers for Bookstart	\$ 21.77	340
4/1/2015	4/20/2015	Amazon.com		Friends: 1K-Bks	Containers for Bookstart	\$ 21.77	340
4/1/2015	4/20/2015	Amazon.com		Friends: 1K-Bks	Containers for Bookstart	\$ 21.77	340
4/1/2015	4/20/2015	Amazon.com		Friends: 1K-Bks	Containers for Bookstart	\$ 21.77	340
4/1/2015	4/20/2015	Amazon.com		Friends: 1K-Bks	Containers for Bookstart	\$ 21.77	340
4/4/2015	4/20/2015	Amazon.com		Friends: 1K-Bks	Folders for 1000Bks	\$ 60.90	340
4/4/2015	4/20/2015	Amazon.com		Friends: 1K-Bks	Folders for 1000Bks	\$ 66.88	340
4/6/2015	4/20/2015	Amazon.com	Programming - kids		Craft supplies	\$ 28.55	340
4/11/2015	4/20/2015	Scholastic		Friends: 1K-Bks	Giveaway Books 1000Bks	\$ 760.00	340
4/1/2015	4/21/2015	Visa - Target	Programming - kids		Craft supplies	\$ 17.47	340
4/22/2015	4/27/2015	Copps	Programming - kids		Food for program	\$ 5.50	340
4/22/2015	4/27/2015	Branded Image		Friends: 1K-Bks	Magnets	\$ 100.80	340
4/22/2015	4/29/2015	Demco	Tech Services		Book Processing supplies	\$ 133.82	340
4/29/2015	4/29/2015	Copps	Programming - teen		Soda for programs	\$ 27.47	340
4/27/2015	5/5/2015	SCLS			Public Performance License	\$ 285.00	340
4/11/2015	5/5/2015	Staples	Tech Services		Book Processing supplies (purchased with 1000 Books folders, total = \$97.26)	\$ 9.46	340
4/11/2015	5/5/2015	Staples		Friends: 1K-Bks	Folders for 1000Bks	\$ 87.80	340
						\$ 1,964.55	340 Total
4/10/2015	4/13/2015	Sprint Print		Friends: 1K-Bks	1000 Books Printing	\$ 1,989.93	345
4/22/2015	4/29/2015	Sprint Print		Friends: 1K-Bks	1001 Books Printing	\$ 187.98	345
						\$ 2,177.91	345 Total
4/14/2015	4/21/2015	Menards		Friends: 1K-Bks	1000Bks Bulletin Bd	\$ 75.65	350
4/14/2015	4/21/2015	Duck Soup Signs			Library signs	\$ 309.00	350
						\$ 384.65	350 Total
4/7/2015	4/13/2015	Gordon Flesch			Copy Overages	\$ 131.58	355
4/9/2015	4/13/2015	Gordon Flesch			Copy Overages	\$ 156.46	355
4/20/2015	4/21/2015	Gordon Flesch			Copier Lease	\$ 1,190.00	355
						\$ 1,478.04	355 Total
4/15/2015	4/27/2015	Harder			Paper Towels and Soap	\$ 868.60	360

4/27/2015	5/5/2015	Harder			Soap	\$	102.34	360
						\$	970.94	360 Total
4/21/2015	5/5/2015	Verizon			Custodian cell	\$	28.20	363
						\$	28.20	363 Total
4/4/2015	4/6/2015	MG&E			Gas and electric	\$	8,251.33	365
4/19/2015	4/22/2015	TDS			Phone	\$	190.46	365
						\$	8,441.79	365 Total
4/1/2015	4/13/2015	Baker and Taylor			Adult Print	\$	14.44	387
4/1/2015	4/13/2015	Baker and Taylor			Adult Print	\$	16.09	387
4/1/2015	4/13/2015	Baker and Taylor			Adult Print	\$	16.09	387
4/1/2015	4/13/2015	Baker and Taylor			Adult Print	\$	33.47	387
4/1/2015	4/13/2015	Baker and Taylor			Adult Print	\$	36.06	387
4/1/2015	4/13/2015	Baker and Taylor			Adult Print	\$	47.70	387
4/1/2015	4/13/2015	Baker and Taylor			Adult Print	\$	113.34	387
4/1/2015	4/13/2015	Baker and Taylor			Adult Print	\$	15.56	387
4/1/2015	4/13/2015	Baker and Taylor			Adult Print	\$	32.25	387
4/1/2015	4/13/2015	Baker and Taylor			Adult Print	\$	15.55	387
4/1/2015	4/13/2015	Baker and Taylor		Grant - NAH	Adult Print	\$	56.66	387
4/1/2015	4/15/2015	Brodart			Youth Print	\$	14.11	387
4/1/2015	5/6/2015	Baker and Taylor			Credit memo	\$	(21.59)	387
4/2/2015	4/15/2015	Baker and Taylor			Audiobooks	\$	80.49	387
4/2/2015	4/13/2015	Midwest Tape			CD - DVD	\$	37.24	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	91.96	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	84.76	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	81.50	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	53.47	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	17.14	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	125.63	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	87.58	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	61.16	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	53.57	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	81.24	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	196.81	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	20.13	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	89.98	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	179.15	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	12.11	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	23.42	387
4/2/2015	4/15/2015	Brodart			Youth Print	\$	179.13	387
4/3/2015	4/15/2015	Baker and Taylor			Adult Print	\$	15.20	387
4/3/2015	4/15/2015	Baker and Taylor			Adult Print	\$	17.80	387
4/3/2015	4/15/2015	Baker and Taylor			Adult Print	\$	16.74	387
4/3/2015	4/15/2015	Baker and Taylor			Adult Print	\$	16.12	387
4/3/2015	4/15/2015	Baker and Taylor			Adult Print	\$	16.68	387
4/3/2015	4/15/2015	Baker and Taylor		Grant - NAH	Adult Print	\$	26.50	387
4/3/2015	4/15/2015	Baker and Taylor		Grant - NAH	Adult Print	\$	28.98	387
4/3/2015	4/15/2015	Baker and Taylor		Grant - NAH	Adult Print	\$	23.75	387
4/3/2015	4/13/2015	Baker and Taylor			CD - DVD	\$	176.41	387
4/3/2015	4/20/2015	Brodart			Youth Print	\$	79.29	387
4/3/2015	4/20/2015	Brodart			Youth Print	\$	24.93	387
4/3/2015	4/20/2015	Brodart			Youth Print	\$	25.19	387
4/3/2015	4/20/2015	Brodart			Youth Print	\$	25.73	387
4/3/2015	4/20/2015	Brodart			Youth Print	\$	96.46	387
4/3/2015	4/20/2015	Baker and Taylor			Adult Print	\$	330.43	387
4/3/2015	4/20/2015	Baker and Taylor			Adult Print	\$	16.09	387
4/3/2015	4/20/2015	Baker and Taylor			Adult Print	\$	35.86	387
4/6/2015	4/15/2015	Baker and Taylor			Adult Print	\$	212.16	387
4/6/2015	4/15/2015	Baker and Taylor			Audiobooks	\$	175.25	387
4/6/2015	4/15/2015	Baker and Taylor			Audiobooks	\$	24.64	387
4/6/2015	4/15/2015	Baker and Taylor			Audiobooks	\$	78.23	387
4/6/2015	4/15/2015	Baker and Taylor			CD - DVD	\$	198.58	387
4/6/2015	4/20/2015	Brodart			Youth Print	\$	28.22	387
4/6/2015	4/20/2015	Brodart			Youth Print	\$	109.35	387
4/6/2015	4/20/2015	Brodart			Youth Print	\$	20.69	387
4/6/2015	4/20/2015	Brodart			Youth Print	\$	11.44	387
4/6/2015	4/20/2015	Brodart			Youth Print	\$	82.02	387
4/6/2015	4/20/2015	Baker and Taylor			Adult Print	\$	51.64	387
4/6/2015	4/20/2015	Baker and Taylor			Adult Print	\$	276.87	387
4/6/2015	4/20/2015	Baker and Taylor			Adult Print	\$	49.59	387
4/6/2015	4/20/2015	Baker and Taylor			Adult Print	\$	15.56	387
4/6/2015	4/20/2015	Baker and Taylor			Adult Print	\$	13.57	387
4/6/2015	4/20/2015	Baker and Taylor			Adult Print	\$	79.75	387
4/6/2015	4/20/2015	Baker and Taylor			Adult Print	\$	13.59	387
4/6/2015	4/20/2015	Baker and Taylor			Adult Print	\$	70.38	387
4/7/2015	4/15/2015	Baker and Taylor			Adult Print	\$	88.81	387
4/7/2015	4/15/2015	Baker and Taylor			Adult Print	\$	315.57	387
4/7/2015	4/15/2015	Baker and Taylor			Adult Print	\$	338.51	387
4/7/2015	4/15/2015	Baker and Taylor			Adult Print	\$	96.06	387
4/7/2015	4/15/2015	Baker and Taylor			Adult Print	\$	49.93	387
4/7/2015	4/15/2015	Baker and Taylor			Adult Print	\$	90.80	387
4/7/2015	4/15/2015	Baker and Taylor			Adult Print	\$	145.58	387
4/7/2015	4/15/2015	Baker and Taylor			CD - DVD	\$	12.32	387
4/7/2015	4/20/2015	Amazon.com			e-book	\$	11.47	387
4/7/2015	4/20/2015	Amazon.com			e-book	\$	9.99	387
4/7/2015	4/20/2015	Amazon.com			e-book	\$	11.59	387
4/7/2015	4/20/2015	Amazon.com			e-book	\$	11.59	387
4/7/2015	4/20/2015	Amazon.com			e-book	\$	11.59	387

4/7/2015	4/20/2015	Amazon.com		e-book	\$ 11.59	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 13.28	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 12.63	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 12.65	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 13.70	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 14.34	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 14.16	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 15.81	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 15.81	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 7.37	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 8.37	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 8.58	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 10.32	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 10.54	387
4/7/2015	4/20/2015	Amazon.com		e-book	\$ 14.75	387
4/7/2015	4/20/2015	Brodart		Youth Print	\$ 60.38	387
4/7/2015	4/20/2015	Brodart		Youth Print	\$ 19.03	387
4/7/2015	4/20/2015	Brodart		Youth Print	\$ 222.17	387
4/7/2015	4/20/2015	Brodart		Youth Print	\$ 125.76	387
4/7/2015	4/20/2015	Brodart		Youth Print	\$ 26.33	387
4/9/2015	4/27/2015	Brodart		Youth Print	\$ 24.91	387
4/9/2015	4/27/2015	Brodart	Grant - NAH	Youth Print	\$ 19.66	387
4/10/2015	4/27/2015	Baker and Taylor		Audiobooks	\$ 68.33	387
4/10/2015	4/27/2015	Baker and Taylor		Audiobooks	\$ 27.44	387
4/10/2015	4/27/2015	Baker and Taylor		Audiobooks	\$ 18.74	387
4/13/2015	4/27/2015	Baker and Taylor		CD - DVD	\$ 220.74	387
4/13/2015	4/27/2015	Brodart		Youth Print	\$ 14.85	387
4/13/2015	4/27/2015	Brodart		Youth Print	\$ 22.24	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 17.23	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 30.55	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 27.26	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 128.15	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 94.45	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 48.91	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 22.21	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 24.94	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 69.13	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 13.59	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 26.64	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 57.55	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 78.45	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 14.97	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 32.63	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 15.46	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 53.18	387
4/13/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 19.27	387
4/13/2015	4/27/2015	Baker and Taylor	Grant - NAH	Adult Print	\$ 17.23	387
4/14/2015	4/27/2015	Midwest Tape		CD - DVD	\$ 32.24	387
4/15/2015	4/20/2015	Midwest Tape		CD - DVD	\$ 44.48	387
4/15/2015	4/20/2015	WT Cox		Magazine renewal	\$ 8,711.50	387
4/16/2015	4/27/2015	Midwest Tape		CD - DVD	\$ 19.98	387
4/16/2015	5/5/2015	Brodart		Youth Print	\$ 14.11	387
4/17/2015	4/27/2015	Baker and Taylor		CD - DVD	\$ 148.51	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 28.82	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 38.42	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 13.00	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 19.03	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 35.02	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 40.42	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 186.70	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 10.89	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 10.89	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 21.99	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 29.29	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 6.78	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 10.89	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 16.29	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 370.23	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 156.03	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 279.01	387
4/17/2015	4/27/2015	Brodart		Youth Print	\$ 40.21	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 15.56	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 26.00	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 31.64	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 46.07	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 89.30	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 32.78	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 64.99	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 13.57	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 16.74	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 18.00	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 95.42	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 32.24	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 71.33	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 197.84	387
4/17/2015	4/27/2015	Baker and Taylor		Adult Print	\$ 49.19	387
4/17/2015	4/27/2015	Baker and Taylor	Grant - NAH	Adult Print	\$ 18.92	387
4/20/2015	4/27/2015	Baker and Taylor		CD - DVD	\$ 263.16	387

							387
							387
							387
						\$ 23,169.47	387 Total
							5920-100
							5920-100
						\$ -	5920-100 Total
4/2/2015	4/27/2015	Madison Public Library - MSB			Forward payment to owning library	\$ 10.99	390
4/2/2015	4/27/2015	Madison Public Library - MSB			Forward payment to owning library	\$ 7.99	390
4/2/2015	4/27/2015	Madison Public Library - MSB			Forward payment to owning library	\$ 20.39	390
4/10/2015	4/27/2015	Patron			Refund for lost-paid-found item	\$ 16.99	390
4/15/2015	4/21/2015	Patron			Refund for lost-paid-found item	\$ 21.99	390
4/20/2015	4/21/2015	Patron			Refund for lost-paid-found item	\$ 10.00	390
4/29/2015	5/5/2015	Patron			Refund for lost-paid-found item	\$ 12.99	390
4/29/2015	5/5/2015	Brodhead Public Library			Item lost off hold shelf	\$ 20.00	390
						\$ 121.34	390 Total
							391
							391
						\$ -	391 Total
							392
							392
						\$ -	392 Total
							400
							400
						\$ -	400 Total
							511
							511
						\$ -	511 Total
							590
							590
						\$ -	590 Total
4/30/2015		Allocated Benefit: Health Ins.				\$ 6,242.06	591
						\$ 6,242.06	591 Total
4/30/2015		Allocated Benefit: Life Ins.				\$ 36.63	592
						\$ 36.63	592 Total
4/30/2015		Allocated Benefit: Disability Ins.				\$ -	593
						\$ -	593 Total
4/30/2015		Allocated Benefit: Dental Ins.				\$ 558.80	594
						\$ 558.80	594 Total
4/30/2015		Allocated Benefit: Unemployment				\$ -	596
						\$ -	596 Total
						\$ 118,347.40	Grand Total

Register of Bills Paid May 2015

Invoice Date	PO Date	Payable to	Category	reimburse?	Description	Amount	Acct #
5/31/2015		Salaries and Wages				\$ 81,784.01	110
						\$ 81,784.01	110 Total
5/31/2015		Overtime				\$ -	115
						\$ -	115 Total
5/31/2015		LTE / Seasonal Wages				\$ 4,688.71	120
						\$ 4,688.71	120 Total
5/31/2015		Direct Fringe Benefits				\$ 10,925.52	130
						\$ 10,925.52	130 Total
5/31/2015		Longevity				\$ -	135
						\$ -	135 Total
							240
							240
						\$ -	240 Total
5/5/2015	5/20/2015	WIN	City IT		Internet service	\$ 4.83	245
							245
						\$ 4.83	245 Total
							250
							250
						\$ -	250 Total
5/7/2015	5/13/2015	General HVAC			Spring Service	\$ 1,975.00	290
							290
						\$ 1,975.00	290 Total
							291
							291
						\$ -	291 Total
5/6/2015		City of Fitchburg			Postage (March)	\$ 62.19	310
5/10/2015		City of Fitchburg			Postage (April)	\$ 90.29	310
5/18/2015	5/21/2015	UPS Store			Ship OLL book	\$ 14.30	310
5/14/2015	5/26/2015	Staples			Office Supplies	\$ 67.65	310
						\$ 234.43	310 Total
5/17/2015	5/27/2015	Visa - Southwest Airlines		Friends - Professional	Flights for KH & TS for ALA	\$ 1,042.00	325
							325
						\$ 1,042.00	325 Total
							330
							330
						\$ -	330 Total
5/7/2015	5/19/2015	Staples			Library Supplies / Toner	\$ 204.35	340
5/15/2015	5/18/2015	Demco	Tech Services		Book processing supplies	\$ 167.59	340
5/15/2015	5/27/2015	Oriental Trading Company	Summer Reading	Friends - Summer Read	SRP Prizes	\$ 349.62	340
5/26/2015	5/27/2015	Branded Image		Friends - 1KBks	Tote bags for 1000Bks	\$ 1,323.00	340
5/26/2015	5/26/2015	Copps	Programming - kids		Kid's program supplies	\$ 28.31	340
5/23/2015	5/26/2015	Copps	Programming - kids		Kid's program supplies	\$ 19.58	340
5/15/2015	5/26/2015	Demco	Tech Services		Book processing supplies	\$ 172.44	340
5/28/2015	6/4/2015	Demco	Tech Services		Book processing supplies	\$ 87.84	340
5/1/2015	6/4/2015	Copps	Programming - kids		Kid's program supplies	\$ 2.99	340
5/17/2015	5/27/2015	Visa - Pizza Hut			Food for volunteers	\$ 30.93	340
5/17/2015	5/27/2015	Visa - Dollar Tree	Programming - kids		Kid's program supplies	\$ 6.00	340
5/17/2015	5/27/2015	Visa - Glass Nickel	Programming - teen		Pizza for TLC	\$ 33.81	340
5/17/2015	5/27/2015	Visa - Toppers	Programming - kids		Food for Program	\$ 86.15	340
5/17/2015	5/27/2015	Visa - Target	Summer Reading	Friends - Summer Read	SRP Prizes	\$ 63.98	340
5/17/2015	5/27/2015	Visa - Michaels	Programming - youth		YS supplies	\$ 32.63	340
5/17/2015	5/27/2015	Visa - Copps	Programming - teen		Teen program supplies	\$ 29.07	340
5/17/2015	5/27/2015	Visa - Target	Summer Reading		Summer reading decorations	\$ 3.54	340
5/17/2015	5/27/2015	Visa - Walgreens	Summer Reading		Summer reading decorations	\$ 2.97	340
5/17/2015	5/27/2015	Visa - Target	Programming - youth		YS supplies	\$ 8.99	340
5/17/2015	5/27/2015	Visa - Walgreens	Summer Reading		Teen SRP supplies	\$ 4.76	340
						\$ 2,658.55	340 Total
5/2/2015	5/13/2015	Sprint Print	Summer Reading		SRP printing	\$ 251.67	345
5/14/2015	5/19/2015	Sprint Print	Summer Reading		SRP printing	\$ 269.61	345
						\$ 521.28	345 Total
5/21/2015	5/26/2015	Nassco			Scrubber Part	\$ 12.44	350
5/4/2015	6/4/2015	First Supply			Bathroom sink valve	\$ 215.78	350
						\$ 228.22	350 Total
5/21/2015	5/26/2015	GFC Leasing			Copier Leases	\$ 1,198.00	355
5/7/2015	5/11/2015	Gordon Flesch			Copy overages	\$ 173.28	355
5/9/2015	5/11/2015	Gordon Flesch			Copy overages	\$ 134.43	355
						\$ 1,505.71	355 Total
							360
							360
						\$ -	360 Total
							363
							363
						\$ -	363 Total
5/5/2015	5/7/2015	MG&E			Gas and Electric	\$ 7,535.87	365
							365
						\$ 7,535.87	365 Total
5/1/2015	5/13/2015	Baker and Taylor			CD - DVD	\$ 132.87	387
5/1/2015	5/13/2015	Baker and Taylor			Adult Print	\$ 70.10	387
5/1/2015	5/13/2015	Baker and Taylor			Adult Print	\$ 25.58	387
5/1/2015	5/13/2015	Baker and Taylor			Adult Print	\$ 16.11	387
5/1/2015	5/13/2015	Baker and Taylor			Adult Print	\$ 18.92	387
5/1/2015	5/13/2015	Baker and Taylor			Adult Print	\$ 15.56	387

5/1/2015	5/13/2015	Baker and Taylor		Grant - NAH	Adult Print	\$ 26.50	387
5/1/2015	5/6/2015	Baker and Taylor			Adult Print	\$ 12.95	387
5/1/2015	5/6/2015	Baker and Taylor			Adult Print	\$ 94.19	387
5/1/2015	5/6/2015	Baker and Taylor			Adult Print	\$ 95.56	387
5/4/2015	5/13/2015	Baker and Taylor			CD - DVD	\$ 233.53	387
5/4/2015	5/13/2015	Baker and Taylor			Adult Print	\$ 56.28	387
5/4/2015	5/13/2015	Baker and Taylor			Adult Print	\$ 29.45	387
5/4/2015	5/13/2015	Baker and Taylor		Grant - NAH	Adult Print	\$ 37.25	387
5/5/2015	5/13/2015	Baker and Taylor			CD - DVD	\$ 45.41	387
5/6/2015	5/13/2015	Baker and Taylor		Grant - NAH	Adult Print	\$ 19.00	387
5/6/2015	5/13/2015	Baker and Taylor		Grant - NAH	Adult Print	\$ 18.64	387
5/6/2015	5/18/2015	Baker and Taylor			Audiobooks	\$ 134.48	387
5/6/2015	5/18/2015	Baker and Taylor			Audiobooks	\$ 24.24	387
5/6/2015	5/18/2015	Baker and Taylor			Audiobooks	\$ 88.18	387
5/6/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 30.52	387
5/6/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 15.21	387
5/6/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 438.06	387
5/6/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 244.13	387
5/6/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 126.72	387
5/6/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 47.17	387
5/6/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 49.65	387
5/6/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 107.43	387
5/6/2015	5/18/2015	Baker and Taylor		Grant - NAH	Adult Print	\$ 16.67	387
5/6/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 300.62	387
5/6/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 164.31	387
5/6/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 53.16	387
5/6/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 16.74	387
5/6/2015	5/14/2015	Baker and Taylor			Adult Print	\$ 25.49	387
5/6/2015	5/14/2015	Baker and Taylor			Adult Print	\$ 16.72	387
5/6/2015	5/14/2015	Baker and Taylor			Adult Print	\$ 15.56	387
5/6/2015	5/14/2015	Baker and Taylor			Adult Print	\$ 34.72	387
5/6/2015	5/14/2015	Baker and Taylor			CD - DVD	\$ 244.32	387
5/7/2015	5/18/2015	Baker and Taylor			CD - DVD	\$ 23.81	387
5/7/2015	5/18/2015	Baker and Taylor			CD - DVD	\$ 140.96	387
5/11/2015	5/13/2015	Baker and Taylor		Grant - NAH	Adult Print	\$ 657.00	387
5/11/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 21.52	387
5/11/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 16.67	387
5/11/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 32.49	387
5/11/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 16.72	387
5/11/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 14.83	387
5/11/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 410.96	387
5/11/2015	5/18/2015	Baker and Taylor		Grant - NAH	Adult Print	\$ 16.12	387
5/11/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 17.96	387
5/11/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 60.51	387
5/11/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 36.13	387
5/11/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 26.16	387
5/11/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 12.94	387
5/11/2015	5/18/2015	Baker and Taylor			Adult Print	\$ 62.73	387
5/11/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 15.00	387
5/11/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 16.67	387
5/11/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 9.18	387
5/12/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 14.99	387
5/12/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 58.99	387
5/12/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 11.08	387
5/12/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 15.55	387
5/12/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 64.46	387
5/12/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 88.90	387
5/12/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 57.58	387
5/12/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 36.39	387
5/12/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 17.80	387
5/12/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 12.33	387
5/12/2015	5/26/2015	Baker and Taylor		Grant - NAH	Adult Print	\$ 17.77	387
5/12/2015	5/26/2015	Baker and Taylor		Grant - NAH	Adult Print	\$ 302.00	387
5/13/2015	5/26/2015	Baker and Taylor			CD - DVD	\$ 28.24	387
5/15/2015	5/26/2015	Baker and Taylor			Audiobooks	\$ 65.59	387
5/15/2015	5/26/2015	Baker and Taylor		Grant - NAH	Audiobooks	\$ 35.25	387
5/16/2015	5/26/2015	Baker and Taylor			CD - DVD	\$ 10.52	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 16.19	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 88.80	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 20.47	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 41.54	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 94.57	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 49.98	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 22.25	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 31.80	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 19.90	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 16.74	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 26.51	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 11.08	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 64.16	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 43.01	387
5/18/2015	5/26/2015	Baker and Taylor			Adult Print	\$ 14.97	387
5/18/2015	5/26/2015	Baker and Taylor		Grant - NAH	Adult Print	\$ 51.66	387
5/18/2015	5/26/2015	Baker and Taylor		Grant - NAH	Adult Print	\$ 176.00	387
5/18/2015	5/26/2015	Baker and Taylor			CD - DVD	\$ 147.42	387
5/21/2015	5/26/2015	Baker and Taylor			Audiobooks	\$ 115.69	387
5/21/2015	5/26/2015	Baker and Taylor			Audiobooks	\$ 69.99	387
5/21/2015	5/26/2015	Baker and Taylor			Audiobooks	\$ 162.20	387

5/26/2015	5/27/2015	Patron			Refund for lost-paid-found item	\$ 4.49	390
5/14/2015	5/21/2015	Patron			Refund for lost-paid-found item	\$ 26.00	390
5/28/2015	6/4/2015	Verona Public Library			Forward payment to owning library	\$ 48.00	390
5/28/2015	6/4/2015	Mt Horeb Public Library			Forward payment to owning library	\$ 16.00	390
5/26/2015	6/4/2015	Patron			Refund for lost-paid-found item	\$ 19.74	390
						\$ 164.21	390 Total
							391
							391
						\$ -	391 Total
							392
							392
						\$ -	392 Total
							400
							400
						\$ -	400 Total
							511
							511
						\$ -	511 Total
							590
							590
						\$ -	590 Total
5/31/2015		Allocated Benefit: Health Ins.				\$ 6,242.06	591
						\$ 6,242.06	591 Total
5/31/2015		Allocated Benefit: Life Ins.				\$ 36.63	592
						\$ 36.63	592 Total
5/31/2015		Allocated Benefit: Disability Ins.				\$ -	593
						\$ -	593 Total
5/31/2015		Allocated Benefit: Dental Ins.				\$ 558.80	594
						\$ 558.80	594 Total
5/31/2015		Allocated Benefit: Unemployment				\$ -	596
						\$ -	596 Total
						\$ 132,342.54	Grand Total

Purchase Order

CITY OF FITCHBURG
 5520 Lacy Road
 Fitchburg, WI 53711
 608-270-4200
 Fax: 608-270-4212

Department: Library

Prepared by: Kate Liu

P.O. Number	P.O. Date	Department Rec'd Date	Date submitted for approval
	6/1/2015		

Vendor # _____ <u>Dane County Library Services</u> <u>1819 Aberg Ave</u> <u>Madison, WI 53704</u>	SUBMITTED FOR APPROVAL
	LIBRARY DIRECTOR Under \$2,500 <input type="checkbox"/>
	LIB. TREASURER \$2,500 < \$25,000 <input type="checkbox"/>
	LIBRARY BOARD Over \$25,000 <input checked="" type="checkbox"/>

Invoice Number	Invoice Date	Description	Fund	Dept	Acct	Job	Amount
2015-0526	5/26/2015	FCH payment for resident's use of other libraries	250	5511	391		\$485,183.00
2015-0526	5/26/2015	FCH payment for central services	250	5511	391		\$39,459.00
2015-0526	5/26/2015	Dane Co payment for municipal users of FCH	250	5511	391		(\$377,294.00)
2015-0526	5/26/2015	Dane Co payment for township users of FCH	250	5511	391		(\$106,277.00)
						TOTAL	\$41,071.00
<input type="checkbox"/> Above items are within budget						Finance Initial	

Signatures Required:

LIBRARY DIRECTOR

[Handwritten Signature]

Date Approved

6-5-15

Over \$2,500:

LIB. TREASURER _____

Date Approved _____

Comments or special arrangements (if required) _____

Library Board President: _____

Date: _____

AGREEMENT

THIS AGREEMENT made and entered into by and between the Dane County Library Board (hereinafter referred to as "the County Library Board") and Fitchburg Library Board (hereinafter "the Fitchburg Library Board") serving the municipality of Fitchburg.

WITNESSETH:

WHEREAS the County Library Board, established by the County Board of Supervisors in accordance with sec. 43.57, Wis. Stats., is required to and does provide services to the residents of those Dane County municipalities which do not operate their own libraries; and

WHEREAS the Fitchburg Public Library, a municipal public library legally organized under sec.43.52, Wis. Stats., with a board appointed in compliance with sec 43.54, Wis Stats., is required to and does provide library services only to residents of its parent municipality, which has exempted itself from the county library tax in accordance with sec. 43.64, Wis. Stats.; and

WHEREAS, the Fitchburg Library Board is able and willing to serve those in Dane County who reside in areas taxed by the county for library service, provided adequate financial arrangements are provided; and

WHEREAS the County Library Board wishes to arrange for walk-in services for such persons;

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, the County Library Board and the Fitchburg Library Board do agree, as authorized by chapter 43 and sec. 66.0301, Wis. Stats., as follows:

1. The Fitchburg Library Board agrees to provide all on-site services, programs, collections, and facilities to residents of Dane County on the same basis as residents of its parent municipality; and honor valid borrowers' cards as issued by the Dane County Library Service or other local participating libraries, issue and mail library cards to local residents based on applications taken at other participating libraries and forwarded to them, and accept applications for such cards, forwarding them to the Dane County Library Service or the appropriate local participating libraries.
2. The Fitchburg Library Board agrees to maintain, and provide to the Dane County Library Service, accurate service, facility, and financial records, including a copy of the 2014 Annual Report filed on or before February

15 of 2015 with the Wisconsin Department of Public Instruction, records of circulation as specified in the Wisconsin Statutes, Section 43.12(2), and such additional records as may be specified by the County Library Board.

3. The Fitchburg Library Board agrees to maintain status as a member in good standing of the South Central Library System, meeting all requirements under Section 43.15(4)(c) of the Wisconsin Statutes.
4. The Fitchburg Library Board agrees to pay the Dane County Library Service \$485,183 for Fitchburg residents' use of other municipal libraries in Dane County between January 1, 2015 and December 31, 2015. This amount is projected based on actual per unit costs at each library where use occurred averaged over 2009, 2010, 2012, and projected use by Fitchburg residents at those libraries using January 1, 2012-December 31, 2013 data as the base. This payment is due and payable by June 1, 2015.
5. In exchange for the Fitchburg Library Board's providing services in 2015 to residents of areas taxed by the county for library service, the County Library Board agrees to pay to the Local Library Board the sum of \$106,277. This payment is due and payable by June 1, 2015. This amount is projected based on the average per unit costs incurred by the Fitchburg Public Library in 2012 and 2013, and average use of the Fitchburg Public Library by residents of areas taxed by the county for library service during calendar years 2012 and 2013.
6. In exchange for the Fitchburg Library Board's providing services under this agreement to residents of other municipalities exempt from the county library tax, the County Library Board agrees to pay the Fitchburg Library Board the sum of \$377,294 by June 1, 2015. This amount is projected based on the average per unit costs incurred by the Fitchburg Public Library in 2012 and 2013 and the average use of the Fitchburg Public Library by residents of municipalities exempt from the county library tax during calendar years 2012 and 2013.
7. In exchange for delivery service provided as part of a county contract with the South Central Library System, administration of reimbursement programs, and outreach services provided by Dane County Library Service to nursing homes, homebound individuals, assisted living and other residential facilities in Fitchburg, the Fitchburg Library Board agrees to pay the Dane County Library Service the sum of \$39,459. Such payment shall be made by June 1, 2015.
8. The net payment due by June 1, 2015 from Fitchburg Library to the Dane County Library Service under the terms of Sections 4 through 7 is

\$41,070. It is agreed that, should Dane County adopt a 2015 budget that provides funding for less than 100% payments to libraries, the percentage shortfall will be applied to the payments in Section 5. The Dane County Library Board will notify the Fitchburg Library Board of any adjustment resulting from a budgetary shortfall by January 1, 2015.

9. It is agreed that Sections 9, 10 and Attachment B of the Agreement between the Fitchburg Public Library and the Dane County Library Service for the term January 1, 2013 to December 31, 2013 remain in force for the duration of this contract.

FITCHBURG LIBRARY BOARD

BY:

Swann Jarn
President, Library Board

Date

Karen Julesberg
Secretary, Library Board
vice president
9/17/14
Date

DANE CO. LIBRARY BOARD

BY:

Jon Hochhammer
President, Library Board

11-24-14
Date

[Signature]
Director, Library Board
11/24/2014
Date

Attachment B: Data to be used in calculating actual payments for service July 1, 2011 through December 31, 2015

Time Period	Use Date Fitchburg	Cost Data Fitchburg	Use Data All other libraries	Cost Data All other libraries
July 1-Dec 31, 2011	1/6 th of the total checkouts to specific non- resident classes July 1,2011-June 30, 2014	Average of 2011, 2012, 2013 calendar year actual per unit cost.	1/6 th of the total checkouts to Fitchburg residents July 1,2011- June 30, 2014	Average of 2011, 2012, 2013 actual per unit cost at each library
Jan 1, 2012- December 31, 2014	Total checkouts to specific non- resident classes January 1, 2012- December 2014	Average of 2012, 2013, 2014 calendar year actual per unit cost	Total checkouts to Fitchburg residents January 1, 2012- December 2014	Average of 2012, 2013, 2014 actual per unit cost at each library
January 1, 2015- December 31, 2015	1/3 rd of the total to specific non-resident classes January 1, 2012- December 31, 2014	Average of 2012, 2013, 2014 calendar year actual per unit cost	1/3 rd of the total checkouts to Fitchburg residents January 1, 2012- December 31, 2014	Average of 2012, 2013, 2014 actual per unit cost at each library

Note: All cost data is subject to the maximum of 150% of the average per unit cost of all libraries in Dane County. Per unit cost is determined by dividing the total operating expenditures from tax sources by the total walk-in checkouts at each library.

Attachment A: Schedule of Payments

	Operating	Facility	Total	Payer	Description
Section 4	\$428,633	\$56,550	\$485,183	Fitchburg	FIT use at other libraries
Section 5	\$96,107	\$10,170	106,277	Dane Co	FCH service to county residents
Section 6	\$342,387	\$34,907	\$377,294	Dane Co	FCH service to mun. residents
Section 7			\$39,459	Fitchburg	Share of central services
NET	-\$9,861	\$11,473	\$41,071	Fitchburg	



FITCHBURG PUBLIC LIBRARY GIFT POLICY

The Fitchburg Public Library Board of Trustees welcomes and encourages gifts in support of the library. The goal is to accept gifts that fit the library's mission and are consistent with the library's service goals.

The Board is empowered by Wisconsin Statute 43.58 to administer gifts that are accepted. The Library Board designates the library director to manage contributions.

TYPES OF GIFTS

Collections

Print, audio, and visual materials that might be used in the library's collection are accepted. The library has the authority to make whatever disposition of the materials is deemed advisable, including discarding them if conditions warrant, donating them to the Friends of Fitchburg Library for resale, or transferring them to other libraries. Gift materials will be withdrawn using the same criteria as with purchased material.

Out of the many items which are generously given, only a portion may be used to full advantage by the library. Staff responsible for collection development will base acceptance decisions on the library's collection development policy. Specific criteria include space constraints in the library, duplication of the existing collection, date of the material, condition of the material, value of the content, and appropriateness to the scope of the library's collection.

Gift plates will be mounted on materials at the discretion of the library. Special collections of gift materials that are added to the collection may be integrated into the regular collection rather than kept as a separate collection.

Real property, art, and other objects

Gifts of real property, art, and other objects are accepted or rejected on the basis of suitability to the library's mission, décor, and availability of display space. The library has the authority to make whatever disposition is deemed advisable, which may include sale or transfer to another agency.

Monetary gifts

Monetary contributions without restrictions will be used for purchasing materials and other items for the library, supporting programs and services, or other ways the Library Board deems appropriate. ~~Contributions may be restricted specifically for the library's building fund or endowment.~~ Contributions may be directed to the Friends of the Fitchburg Library, the endowment (held at the Madison Community Center), or to the library's general fund.

TERMS OF ACCEPTANCE

Gifts on which the donor places restrictions or special conditions are not accepted unless these restrictions or conditions are approved by the Library Board.

Requirements of special housing or special handling of any item proposed as a gift may render it unacceptable. Accepted gifts may not be held permanently by the library; they can be disposed of at the library's discretion. The library does not notify donors of withdrawal or discard of gift items.

Contributions of gifts, donations, or grants which may involve significant costs for installation and/or maintenance or ongoing commitment of library funds will be presented to the Board for approval prior to acceptance.

Acknowledgment of gift items is at the discretion of the library board, in a format deemed appropriate. ~~Gift items will be formally acknowledged if the donor wishes. Materials purchased with contributions can be commemorated with a special bookplate or label acknowledging the gift and, if applicable, the honoree. The library will send the honoree an announcement of the donation.~~

APPRAISAL

The library will not provide an estimate of the value of a gift for tax purposes. Value appraisal for tax purposes is the responsibility of the donor. The library will provide a letter of acknowledgement of the gift.

To assure proper consideration of art and gifts that appear to have significant value, the library may wish to consult an expert on the value and cost to house the item in advance of acceptance.

**Approved by the Fitchburg Library Board
August 28, 2008**

Library Statistics

	15-Jan	15-Feb	15-Mar	15-Apr	15-May	15-Jun	YTD 2015	YTD 2014	Apr-14	May-14	Total 2014	Total 2013
Checkouts	27537	23688	27115	25277	24517		128,134	128,806	26,719	23,179	315,006	310,335
Renewals	5467	5503	6072	5287	5653		27,982	33,833	6,425	5,423	73,068	83,056
C&R Total	33004	29191	33187	30564	30170	0	156,116	162,639	33,144	28,602	388,074	393,391
Holds	7701	6568	7027	7020	6520		34,836	34,669	6,695	6,169	83,689	79,491
Red Boxes in	395	381	414	398	378		1,966	1,916	393	377	4,646	4,420
Red Boxes out	391	354	385	374	356		1,860	1,765	357	347	4,355	4,179
People in							0	0			0	3,610
People out							0	0			0	3,610
Volunteers	8	8	8	8	8		40	41	8	8	100	85
Vol. Hours	61	64	58.25	52.5	51.5		287	326	72.75	51.75	787	576
Adult Programs	7	5	5	8	4		29	39	7	10	71	69
Adult attendees	71	30	30	77	58		266	705	127	153	1,012	695
Adult Outreach Visits				1	1		2	0			0	3
Adult Volunteers	1						1	0				
Adult Volunteer Hours	4						4	0				
Adult Outreach Attendees				20	6		26	0			0	170
Youth Programs	26	27	32	29	14		128	126	26	14	268	247
Youth Attendees	803	935	1095	896	474		4,203	3,814	815	371	9,647	8,475
Passive Youth Programs	3	2	2	2	2		11	15	4	4	36	
Passive Attendance	150	153	184	132	119		738	868	240	175	2,390	
Teen Programs	3	4	5	4	4		20	26	7	2	59	59
Teen Attendees	13	10	34	10	23		90	115	36	0	243	441
Passive Teen Programs	0	0	0	2	1		3	0				
Passive Teen Attendance	0	0	0	61	46		107	0				
Youth Volunteers	7	7	7	7	8		36	71	12	12	123	247
Youth Vol. Hours	27.5	23.25	25	28.5	24.25		129	283	47	56	496	1,126
Youth Outreach Visits	1	0	3	0	5		9	16	3	2	27	22
Youth Outreach Attendees	75	0	56	0	840		971	525	87	230	2,536	2,687
Electronic Svcs Programs	8	5	9	6	7		35	8	1	3	27	20
Electronic Svcs Prog Attendees	38	19	34	9	21		121	38	2	2	73	63
Computer Sessions	2199	2146	2505	2181	1780		10,811	11,014	2,471	2,138	26,475	28,333
Wireless Sessions	20,414	19,545	23,999	22,265	21,171		107,394	80,790	17,506	15,876	207,871	270,612
Meetings	89	96	102	101	83		471	508	105	92	1,108	1,026
Overdrive C/O books	1516	1295	1422	1310	1370		6,913	4,672	930	954	12,286	7,703
Overdrive C/O audio	470	440	450	433	430		2,223	1,093	205	270	3,337	1,584
Overdrive C/O TOTAL	1986	1735	1872	1743	1800	0	9,136	5,765	1,135	1,224	15,623	9,287

Note: Reporting of wireless sessions by South Central Library System changed in 2014. Pre 2014 stats counted total sessions. Current stats only count total users.

Summer Reading Participants	2012: 235 Adults	2012: 821 kids	2012: 142 teens	2013: 153 Adults	2013: 740 Kids	2013: 131 Teens
-----------------------------	------------------	----------------	-----------------	------------------	----------------	-----------------

2014: 129 Adults	2014: 672 Kids	2014: 89 Teens	2015 Adult	2015 Teen	2015 Kids
------------------	----------------	----------------	------------	-----------	-----------

Collection Count 2015

Number of Items from State Report - January 1, 2015
94,314

Month	Added	Deleted
January	1816	451
February	971	353
March	1222	269
April	1132	459
May	1415	670
June		
July		
August		
September		
October		
November		
December		

Net items added 2015:
4354

31-May-15
98,668

Fitchburg Public Library Board

Yearly Calendar of Events

Month	Special Items
January	Approve ILS purchase order Adult Services Manager presentation & policy review
February	Approve ILS purchase order Approve state DPI annual report (4 signed copies)
March	Choose nominating committee Youth Services Manager presentation & policy review
April	Approve the SCLS adjacent county payments Outgoing board members Director's evaluation – closed session Approve post-audit prior-year financial report
May	Annual meeting, new officers (elect @ start of meeting) Approve DCLS payment
June	Approve Bibliotheca service contract Access Services Manager presentation & policy review
July	
August	Contracts with SCLS, Dane Co Budget Electronic Services Manager presentation & policy review
September	Contracts with SCLS, Dane Co Resolution for exemption to county library tax Budget
October	Budget Approve early closures for holidays, and closure for inservice Library Director presentation & policy review
November	Annual review of bylaws Budget
December	

Policy List

- Adult Services Manager: Collection Development, Photocopy and Copyright
- Youth Services Manager: Code of Conduct, Record Retention
- Access Services Manager: Circulation, Community Bulletin Board, Laptop Checkout, Privacy of Library Records and Library Use, Theft of Materials
- Electronic Services Manager: Computer and Internet Use, Meeting Room, Social Media, Wireless Access
- Library Director: Exhibit and Display, Gifts to the Library
- Library Board: Bylaws