



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

**AGENDA  
LIBRARY BOARD  
July 16, 2014  
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, July 16, 2014, 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](http://www.fitchburgwi.gov))*

1. **Call to Order**
2. **Public Appearances** – Non-Agenda Items
  - a. Board photo to be taken in the Quiet Reading Room
3. **Approval of Minutes**
  - a. June 18, 2014
4. **Treasurer Report**
  - a. Overview
  - b. Register
5. **Old Business**
6. **New Business**
7. **President Report**
8. **Library Director Report** - Rawson
9. **Committee Reports**
  - a. Strategic Planning – Team 5 Presentation
10. **Announcements**
  - a. Next Board Meeting: Wednesday, August 20, 2014 at 5:30 p.m.
11. **Adjournment**

## DRAFT MINUTES

Fitchburg Public Library Board  
June 18, 2014, 5:30 pm

**Present:** Karen Julesberg Pauli Nikolay Swami Swaminathan  
Eric Vincent BT Thomas Dan Carpenter (arrived at 5:55 pm)

**Also present:** Wendy Rawson Kate Liu Kate Hull  
Marykay Zimbrick Anne Scott

**Absent:** Nancy Kieraldo

1. **Call to Order** - Swaminathan, 5:33 pm

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

3. **Approval of Minutes**

a. May 21, 2014 - Julesberg moved to approve the minutes as written, Nikolay seconded. This passed by voice vote.

4. **Treasurer Report**

Rawson noted a couple of items. May was a 3-paycheck month, which makes the personnel payments look overly large. We had a couple of big payments including the annual Dane County Library Service payments. Lots of Summer reading expenses, though nothing out of the ordinary. We did a sign-up incentive of a water bottle with our logo on it, thanks to the Friends for supporting that. Nikolay asked about the elevator, Rawson said we have still not received a bill. Recently, Kone came and replaced the motherboard, and hopefully this will be the last fix needed. It has been fine since. Swaminathan asked about spending in account 340, Rawson felt it was on target. Thomas asked for confirmation of that next month. Also would like to see all of 290, to be sure that will work out over the rest of the year, though it is skewed because of the single large payment in January. Swaminathan asked about the recent water leak in the gallery. The plumber thought it would be between \$1000 and \$2000. Pertzborn did a great job with a tough location. We have not received a bill yet. Julesberg moved to accept the treasurer's report, Thomas second, this passed by voice vote.

Approve Bibliotheca PO: Bibliotheca's service contract covers the self check machines, the sorter, and the security gates. The amount is based on 10% of the purchase price and increases 5% every year due to aging of equipment. Vincent moved and Nikolay second to pay the PO for \$27,375.09, this passed by voice vote.

5. **Old Business**

None.

6. **New Business**

Agreement to Participate in SCLS Technology Services - Rawson summarized. Slight changes this year - there more a la carte options in response to other library's needs. We are taking all options offered as this is best for us; they have worked well with us. SCLS is very responsive to our needs, and is understanding of our specific needs as a public library in a way that the city might not be able to be. Thomas thought we might want to look into this in the future to be sure that we are getting the best value for our money in not using the city to maintain our computers. SCLS works and reworks this every year to be sure it is fair. Thomas wanted to be sure we reviewed this regularly. Julesberg moved to accept and sign the agreement, Vincent second, passed by voice vote.

7. **Presidents Report**

Swaminathan had a discussion with Roach at the city concerning the elevator, wondering if city would absorb any of the cost. Roach suggested keeping an accurate record of all of our expenses for the year; at the end of the year it may be possible for the city to pay some or all out of their fund

balance. The library is a careful spender but may have its savings wiped out by elevator issues. Thomas wanted to be sure we monitored our expenses with the elevator, and perhaps had someone look at the elevator to evaluate it, and also to have a fund at the city for this eventuality. Vincent agreed with Thomas that getting an independent evaluation of the elevator would be good - we are not experts and need to get an evaluation from someone who is not selling us something. Maybe the city could fund this outsider evaluation for us? Rawson commented that until we see a bill, we do not know the impact of the repairs.

Thomas brought up the CIP and the facilities plan. We can't approach the city until we know what we need exactly. Thomas would look to Swaminathan to lay the groundwork with the city - we will have more of these items where we will need to have Swaminathan or council member Carpenter be able to advocate for the library. Carpenter noted that he has mentioned the elevator several times in meetings, and has explained the whole situation. He felt that council understood that this was a serious issue that would have to be addressed. Council member Stern would also be a good resource for us as he works in the construction industry and has had experience with elevators.

#### 8. **Library Director Report** - Rawson

We have hired an Electronic Services Manager, Tegan Stringfield, who is moving here from Iowa. She has done a CivicPlus website once already so she will be a great help for us. The library has had other staffing changes, including the promotions of Rebecca Swanson to reference librarian and Jamie Hernandez to teen librarian. We have vacancies made by these promotions, but we will take care of those as quickly as possible. Jennifer Sweeney, the full-time LA III in circulation has resigned to take a position closer to home, Jeremy Kahl, our evening custodian found a full time position with the DNR, and Kelly Grandon in youth services found a higher-percentage position at a Madison library. We will be posting to fill these vacancies soon.

Summer Reading started on Saturday the 14th; 7 volunteers came in to help. We had a science-themed program to kick off. Over 400 have signed up, and the water bottles are gone already!

Julesberg asked about weeding and removing items from the collection. Rawson responded that weeded items will go to Friends. Since we are very close to the collection size standard, we are not weeding aggressively at this point - most of the items removed are damaged or duplicate copies. We need to create a process to fully withdraw books so they look like they are withdrawn - barcodes must be crossed out, RFID tags removed, and clearly stamped "withdrawn." She asked for clarification of users vs sessions in computer use, Rawson explained. May is a slow month in library - we back off on programming in favor of outreach and overall usage drops due to end of school rush and early summer events. Teen attendance is down at the moment because we have not had a teen librarian.

Swaminathan noted an increase in volunteer hours and the increased attendance at adult programming. Gratitude to Hull was expressed for improvements in adult programming. Swaminathan noted that digital media circulation has increased - Rawson commented that we paid a little extra into Overdrive to get more copies of digital items which increases our checkouts there. Swaminathan asked if we could look at other libraries percentages of electronic vs print items- Rawson thought we were seeing same as others but would look into hard numbers.

#### 9. **Committee Reports**

##### a. **Committee Appointments: Personnel, Facilities, Strategic Planning**

Swaminathan felt that we needed to firm up and make official what our committee appointments would be.

The personnel committee will consist of Nikolay as chair, Julesberg, and Vincent. The general scope of this committee is primarily to evaluate the director, but also to approach any issues relative to personnel policies that greatly affect the library - both to make sure we are in compliance and that the policies there also apply appropriately to us. Julesberg would like Rawson to be at a first meeting of the personnel committee to help explain the history of the recent policy updates. We might also like to have Sigurslid of city HR come to present to the whole board about personnel issues.

The facilities planning committee will address issues of space and equipment within and without the library; there will also need to be a planning process identified for items down the road. This committee will consist of Thomas as chair, Swaminathan, and Nikolay.

The final committee is strategic planning, which consists of Julesberg and Nikolay. The nominating committee is ad hoc and will be convened as needed.

b. Strategic Planning – Team 4 Presentation - Vincent and Hull

Vincent covered their goal: Foster mutually-beneficial relationships and connections with key organizations and partners to meet common goals and share resources. He noted that the process was happening even as they built it. They approached their work in such a way as to create structure and guidance, tools, and methods of evaluation.

Hull passed around some of their working documents including their library partners spreadsheet, and updated the board on their most recent progress.

- Strategy one, building relationships with city departments, mostly needs to be done by library management. Some examples of progress here include FACTv coming to manager's meetings to talk about working together and having CEDA look at letters to businesses.
- Strategy two concerns partnering with schools. The team has been working with Powers to ensure that their goals are realistic to youth services.
- Strategy three concerns connections with multicultural organizations. The team felt that this was an area for growth and has learned a great deal about organizations out there that were previously unknown to library staff.
- Strategy four concerns partnering with businesses. A letter on new library letterhead has been drafted to introduce businesses to the library's resources and encourage ways they could partner with us, and definitely was not a donation request. Rawson and Swaminathan will sign this.

Team 4 has added a partnership tools list to the supply of toolkits which is on a shared drive at city hall. The toolkit contains a set of guidance questions to decide if you want to create a partnership, and how to conduct an interview with a partner. They are getting feedback from staff on how it works in practice. Thomas would also like to see fundraising partnerships and integration with team 1. The library partners spreadsheet will be maintained by all staff; all can get into it to make comments on status of partnerships or make updates to contacts.

Compliments were expressed by several board members for the excellent work of team 4.

10. **Announcements**

a. Next Board Meeting: Wednesday, July 16, 2014 at 5:30 p.m. Swaminathan encouraged all board members to come to the birthday event June 25, from 5:30 - 7:00, at which there will be a brief strategic planning presentation.

11. **Adjournment 7:10 pm.**

Acct Type	Acct #	Name	January	February	March	April	May	June	July	YTD	2014 Budget	% Budget	\$ Budget	2013 Amount for June
												Amount	Remaining	
Personnel	110	Salaries & Wages	\$ 48,751.15	\$ 49,007.79	\$ 49,073.69	\$ 49,034.30	\$ 69,889.26	\$ 44,043.50		\$ 309,799.69	\$ 675,901.00	54.16%	\$ 366,101.31	\$ 29,095.99
Personnel	115	Overtime	\$ -	\$ -	\$ 60.42	\$ -	\$ -	\$ -		\$ 60.42	\$ 1,238.00	95.12%	\$ 1,177.58	\$ -
Personnel	120	LTE/Seasonal wages	\$ 4,050.84	\$ 3,412.79	\$ 3,742.81	\$ 3,562.70	\$ 5,331.21	\$ 5,453.86		\$ 25,554.21	\$ 42,541.00	39.93%	\$ 16,986.79	\$ 24,406.59
Personnel	130	Direct Fringe Benefits	\$ 6,863.38	\$ 6,813.09	\$ 6,836.61	\$ 6,787.72	\$ 9,652.88	\$ 6,135.75		\$ 43,089.43	\$ 98,554.00	56.28%	\$ 55,464.57	\$ 6,695.21
Personnel		Longevity												
<b>Personnel Total</b>			\$ 59,665.37	\$ 59,233.67	\$ 59,713.53	\$ 59,384.72	\$ 84,873.35	\$ 55,633.11		\$ 378,503.75	\$ 818,234.00			
<b>Personnel total 2013</b>			\$ 55,917.62	\$ 56,152.15	\$ 56,133.83	\$ 55,761.54	\$ 84,871.68	\$ 60,197.79						
Contractual Services	240	Repairs & Maintenance by Others	\$ 512.16	\$ 1,550.00	\$ 573.75	\$ -	\$ 33.48	\$ 1,189.10		\$ 3,858.49	\$ 5,000.00	22.83%	\$ 1,141.51	\$ 461.00
Contractual Services	245	Computer Related Repair & Maintenance	\$ 6.00	\$ 1,782.70	\$ 928.35	\$ 1,046.20	\$ 130.25	\$ 9.66		\$ 3,903.16	\$ 6,500.00	39.95%	\$ 2,596.84	\$ 550.99
Contractual Services	250	Public Notices & Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 200.00	100.00%	\$ 200.00	\$ -
Contractual Services	290	Other Contractual Services	\$ 79,418.59	\$ 5,785.00	\$ 990.00	\$ 278.00	\$ 29,060.09	\$ 200.00		\$ 115,731.68	\$ 124,641.00	7.15%	\$ 8,909.32	\$ 925.00
<b>Contractual Services Total</b>			\$ 79,936.75	\$ 9,117.70	\$ 2,492.10	\$ 1,324.20	\$ 29,223.82	\$ 1,398.76		\$ 123,493.33	\$ 136,341.00			
<b>Contractual Services total 2013</b>			\$ 74,003.00	\$ 1,077.50	\$ 1,381.31	\$ 5,091.30	\$ 29,172.77	\$ 1,936.99						
Operating Expense	310	Office Supplies & Postage	\$ 181.12	\$ 241.75	\$ 114.97	\$ 186.52	\$ 275.13	\$ 171.86		\$ 1,171.35	\$ 2,250.00	47.94%	\$ 1,078.65	\$ 223.84
Operating Expense	325	Training & Staff Development	\$ 500.00	\$ 1,596.00	\$ 538.98	\$ 556.25	\$ 87.00	\$ 99.68		\$ 3,377.91	\$ 3,000.00	-12.60%	\$ (377.91)	\$ 1,549.59
Operating Expense	330	Vehicle Use Reimbursement	\$ -	\$ -	\$ 415.52	\$ -	\$ 272.16	\$ 41.44		\$ 729.12	\$ 200.00	-164.56%	\$ (529.12)	\$ 42.37
Operating Expense	340	Operating Materials & Supplies	\$ 605.08	\$ 875.48	\$ 4,809.95	\$ 1,414.64	\$ 3,436.94	\$ 867.83		\$ 12,009.92	\$ 15,000.00	19.93%	\$ 2,990.08	\$ 1,108.07
Operating Expense	345	Public Information & Printing	\$ -	\$ 164.86	\$ 160.62	\$ 457.09	\$ 994.86	\$ 690.50		\$ 2,467.93	\$ 3,000.00	17.74%	\$ 532.07	\$ 601.71
Operating Expense	350	Repair & Maintenance Supplies	\$ 195.56	\$ 7.89	\$ -	\$ 1,674.94	\$ 115.92	\$ 10.51		\$ 2,004.82	\$ 6,000.00	66.59%	\$ 3,995.18	\$ 275.44
Operating Expense	355	Equipment Operating Expense	\$ 2,342.00	\$ 1,171.00	\$ 1,171.00	\$ 1,171.00	\$ 1,179.00	\$ 1,179.00		\$ 8,213.00	\$ 17,000.00	51.69%	\$ 8,787.00	\$ 1,161.00
Operating Expense	360	Building Repairs & Maintenance	\$ 1,006.59	\$ 12.68	\$ 304.51	\$ 524.01	\$ 59.84	\$ 832.57		\$ 2,740.20	\$ 6,000.00	54.33%	\$ 3,259.80	\$ 333.29
Operating Expense	363	Communications Expense	\$ 48.65	\$ 47.60	\$ -	\$ -	\$ 51.99	\$ -		\$ 148.24	\$ 1,000.00	85.18%	\$ 851.76	\$ 39.88
Operating Expense	365	Telephone & Other Utilities	\$ 212.11	\$ 9,564.78	\$ 8,591.67	\$ 7,724.48	\$ 7,969.87	\$ 7,443.15		\$ 41,506.06	\$ 95,200.00	56.40%	\$ 53,693.94	\$ 7,296.82
Operating Expense	387	Library Collection	\$ 19,512.72	\$ 11,025.22	\$ 11,041.33	\$ 12,571.49	\$ 14,718.41	\$ 5,827.66		\$ 74,696.83	\$ 175,000.00	57.32%	\$ 100,303.17	\$ 13,930.40
Operating Expense	389	City Administrative Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,100.00		\$ 47,100.00	\$ 94,200.00	50.00%	\$ 47,100.00	\$ 22,795.00
Operating Expense	390	Other Operating Expense	\$ 151.86	\$ 101.11	\$ 263.94	\$ 97.50	\$ 148.93	\$ 124.91		\$ 888.25	\$ 1,000.00	11.18%	\$ 111.75	\$ 111.17
Operating Expense	391	Other- Dane County Payment	\$ -	\$ -	\$ -	\$ -	\$ 537,323.00	\$ -		\$ 537,323.00	\$ 537,323.00	0.00%	\$ -	\$ -
Operating Expense	400	Transfer for Capital Improvement Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 16,000.00	100.00%	\$ 16,000.00	\$ -
Operating Expense	590	Building, Liability, & WC Insurance	\$ 2,177.63	\$ -	\$ 3,099.60	\$ -	\$ -	\$ -		\$ 5,277.23	\$ 17,684.00	70.16%	\$ 12,406.77	\$ -
Operating Expense	591	Allocated Benefit- Health Ins	\$ 8,004.12	\$ 8,004.12	\$ 8,422.57	\$ 8,631.79	\$ 6,838.55	\$ 6,751.02		\$ 46,652.17	\$ 95,837.00	51.32%	\$ 49,184.83	\$ 7,387.17
Operating Expense	592	Allocated Benefit- Life Insurance	\$ 41.78	\$ 41.78	\$ 41.78	\$ 41.78	\$ 45.21	\$ 36.06		\$ 248.39	\$ 524.00	52.60%	\$ 275.61	\$ 40.57
Operating Expense	593	Allocated Benefit- Disability Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 3,269.00	100.00%	\$ 3,269.00	\$ -
Operating Expense	594	Allocated Benefit- Dental Insurance	\$ 628.18	\$ 678.83	\$ 679.83	\$ 679.83	\$ 586.86	\$ 568.15		\$ 3,821.68	\$ 8,418.00	54.60%	\$ 4,596.32	\$ 628.18
Operating Expense	596	Allocated Benefit - Unemployment Ins.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -
<b>Operating Expense Total</b>			\$ 35,607.40	\$ 33,533.10	\$ 39,656.27	\$ 35,731.32	\$ 574,103.67	\$ 71,744.34	\$ -	\$ 790,376.10	\$ 1,097,905.00	28.01%	\$ 307,528.90	
<b>Operating Expense Total 2013</b>			\$ 22,635.55	\$ 23,646.86	\$ 50,293.18	\$ 47,869.51	\$ 29,469.61	\$ 57,704.50						
<b>Grand Total Expense</b>										\$ 1,292,373.18	\$ 2,052,480.00	37.03%	\$ 760,106.82	

										% revenue			
										raised	\$ still to come in		
Revenue	4111-000	Property Tax Levy								\$ 1,557,433.00	<b>\$ 1,557,433.00</b>	100%	\$ -
Revenue	4347-101	County Payment for Township Users								\$ 101,778.00	\$ 101,778.00	100%	\$ -
Revenue	4347-102	County Payment for Municipal Users								\$ 347,135.00	\$ 347,135.00	100%	\$ -
Revenue	4510-000	Library Fines								\$ 8,569.76	\$ 16,000.00	54%	\$ 7,430.24
Revenue	4610-250	Copy Fees								\$ 3,073.04	\$ 4,000.00	77%	\$ 926.96
Revenue	4810-100	Interest Income											\$ -
Revenue	4820-100	Sale of Supplies								\$ 93.50	\$ 150.00		\$ 56.50
Revenue	4820-200	Meeting Room Rental											\$ -
Revenue	4830-100	Payment - FL Material Damages								\$ 2,478.09	\$ 3,000.00	83%	\$ 521.91
Revenue	4850-000	Donations								\$ 50,798.39	\$ 7,000.00	726%	\$ -
Revenue	4875-001	MCF Grant for NAH Collection								\$ 12,750.00			
Revenue		Grants - other								\$ 400.00			
Revenue	4890-000	Miscellaneous Revenue								\$ 13,345.62	\$ 13,000.00	103%	\$ -
Revenue	4890-501	Payment - Other SCLS Material Damages								\$ 23.15	\$ 200.00		\$ 176.85
Revenue	4890-400	Allocated Insurance Dividend									\$ 2,784.00		\$ 2,784.00
Revenue	4930-250	Fund Balance Applied											\$ -
Revenue		Fund Balance NOT used											\$ -
<b>Grand Total Revenue</b>										<b>\$ 2,097,877.55</b>	<b>\$ 2,052,480.00</b>	<b>102%</b>	<b>\$ 11,896.46</b>
<b>Grand Total Revenue YTD less Grand Total Expenses YTD:</b>													
<b>\$ 805,504.37</b>										<b>% of year elapsed: 50%</b>			

Invoice Date	PO Date	Payable to	Description	Amount	Acct #
6/30/2014		Salaries and Wages		\$ 44,043.50	110
				\$ 44,043.50	<b>110 Total</b>
6/30/2014		Overtime		\$ -	115
				\$ -	<b>115 Total</b>
6/30/2014		LTE / Seasonal		\$ 5,453.86	120
				\$ 5,453.86	<b>120 Total</b>
6/30/2014		Direct Fringe Benefits		\$ 6,135.75	130
				\$ 6,135.75	<b>130 Total</b>
6/18/2014	6/23/2014	H J Pertzborn Plumbing	Repair sprinkler pipe in gallery	\$ 1,189.10	240
					240
				\$ 1,189.10	<b>240 Total</b>
6/1/2014	6/16/2014	WIN	Managed internet service	\$ 9.66	245
					245
				\$ 9.66	<b>245 Total</b>
					250
					250
				\$ -	<b>250 Total</b>
6/11/2014	6/11/2014	Scott Baumann - Milkhouse Radio	Presenter Fee	\$ 200.00	290
					290
				\$ 200.00	<b>290 Total</b>
6/16/2014	6/16/2014	City of Fitchburg	Paper	\$ 87.96	310
6/6/2014	6/11/2014	UPS Store	Ship cell phone part	\$ 18.64	310
6/19/2014	6/30/2014	Staples	Office Supplies	\$ 65.26	310
				\$ 171.86	<b>310 Total</b>
					320
					320
				\$ -	<b>320 Total</b>
					323
					323
				\$ -	<b>323 Total</b>
6/11/2014	6/11/2014	Visa - City Card	ALA Conference Hotel reservation	\$ 99.68	325
					325
				\$ 99.68	<b>325 Total</b>
6/21/2014	6/23/2014	Grandon, Kelly	Mileage reimbursement	\$ 41.44	330
					330
				\$ 41.44	<b>330 Total</b>
6/2/2014	6/2/2014	Copps - Comdata	Food for program	\$ 4.49	340
6/10/2014	6/11/2014	Walmart	Preschool Science supplies	\$ 12.53	340
6/9/2014	6/16/2014	Demco	Label Protectors	\$ 135.21	340
6/4/2014	6/17/2014	Amazon	Teen SRP prize	\$ 198.48	340
6/3/2014	6/30/2014	Visa - IDVille	Badge supplies	\$ 169.20	340
6/5/2014	6/30/2014	Visa - Dollar Tree	SRP Items	\$ 5.82	340
6/5/2014	6/30/2014	Visa - Hobby Lobby	Craft supplies	\$ 8.37	340
6/6/2014	6/30/2014	Visa - JoAnn	Fabric for table cloths	\$ 64.97	340
6/6/2014	6/30/2014	Visa - Target	Storage bins	\$ 21.90	340
6/12/2014	6/30/2014	Visa - Roman Candle	Food for director's meeting	\$ 50.87	340
6/12/2014	6/30/2014	Visa - Target	SRP Items	\$ 12.58	340
6/12/2014	6/30/2014	Visa - AMC	SRP Prize	\$ 34.70	340
6/24/2014	6/30/2014	Demco	Book processing supplies	\$ 109.66	340
6/25/2014	6/30/2014	Copps - Comdata	Decorations for SP Event	\$ 21.95	340
6/25/2014	6/30/2014	Rawson, Wendy	Food for SP event	\$ 17.10	340
				\$ 867.83	<b>340 Total</b>

6/9/2014	6/16/2014	Gordon Flesch	Copy overages	\$ 98.89	345
6/5/2014	6/11/2014	Sprint Print	Library Bookmarks	\$ 143.51	345
6/5/2014	6/11/2014	Sprint Print	Library envelopes	\$ 128.03	345
6/7/2014	6/11/2014	Gordon Flesch	Copy overages	\$ 117.49	345
6/2/2014	6/4/2014	Sprint Print	SRP Items	\$ 202.58	345
					345
				\$ 690.50	<b>345 Total</b>
6/9/2014	6/11/2014	Menards	Misc. Hardware	\$ 10.51	350
					350
				\$ 10.51	<b>350 Total</b>
6/20/2014	6/23/2014	Gordon Flesch Leasing	Copier Lease (#38 of 60)	\$ 1,179.00	355
					355
				\$ 1,179.00	<b>355 Total</b>
6/3/2014	6/11/2014	Harder	TP, paper towels, soap	\$ 581.47	360
6/19/2014	6/23/2014	Nassco	Janitorial supplies	\$ 120.90	360
6/20/2014	6/30/2014	Conney Safety	Janitorial supplies	\$ 34.00	360
6/23/2014	6/30/2014	Harder	TP and cleaners	\$ 96.20	360
				\$ 832.57	<b>360 Total</b>
					363
					363
				\$ -	<b>363 Total</b>
6/5/2014	6/5/2014	MG & E	Gas & electric	\$ 6,999.08	365
6/19/2014	6/23/2014	City of Fitchburg Utilities	Water, Fire, Sewer	\$ 444.07	365
				\$ 7,443.15	<b>365 Total</b>
6/2/2014	6/16/2014	Brodart	Youth Print	\$ 9.24	387
6/2/2014	6/16/2014	Brodart	Youth Print	\$ 6.06	387
6/2/2014	6/16/2014	Brodart	Youth Print	\$ 32.13	387
6/2/2014	6/16/2014	Brodart	Youth Print	\$ 268.02	387
6/2/2014	6/16/2014	Brodart	Youth Print	\$ 27.20	387
6/2/2014	6/16/2014	Brodart	Youth Print	\$ 76.30	387
6/2/2014	6/16/2014	Brodart	Youth Print	\$ 132.44	387
6/2/2014	6/16/2014	Brodart	Youth Print	\$ 14.59	387
6/4/2014	6/16/2014	Brodart	Youth Print	\$ 62.60	387
6/4/2014	6/16/2014	Brodart	Youth Print	\$ 92.10	387
6/4/2014	6/16/2014	Brodart	Youth Print	\$ 36.91	387
6/4/2014	6/16/2014	Brodart	Youth Print	\$ 24.08	387
6/4/2014	6/16/2014	Brodart	Youth Print	\$ 139.50	387
6/4/2014	6/16/2014	Brodart	Youth Print	\$ 402.30	387
6/4/2014	6/16/2014	Brodart	Youth Print	\$ 33.37	387
6/4/2014	6/16/2014	Brodart	Youth Print	\$ 58.75	387
6/4/2014	6/16/2014	Brodart	Youth Print	\$ 46.77	387
6/4/2014	6/16/2014	Brodart	Youth Print	\$ 15.41	387
6/2/2014	6/16/2014	Baker and Taylor	Audiobooks	\$ 51.24	387
6/4/2014	6/16/2014	Baker and Taylor	Adult Print	\$ 102.84	387
6/4/2014	6/16/2014	Baker and Taylor	Adult Print	\$ 34.70	387
6/4/2014	6/16/2014	Baker and Taylor	Adult Print	\$ 19.00	387
6/4/2014	6/16/2014	Baker and Taylor	Adult Print	\$ 31.74	387
6/4/2014	6/16/2014	Baker and Taylor	Adult Print	\$ 105.57	387
6/4/2014	6/16/2014	Baker and Taylor	Adult Print	\$ 15.41	387



6/5/2014	6/16/2014	Baker and Taylor	Adult Print	\$ 24.24	387
6/5/2014	6/16/2014	Baker and Taylor	Audiobooks	\$ 26.32	387
6/5/2014	6/16/2014	Baker and Taylor	Audiobooks	\$ 189.95	387
6/9/2014	6/16/2014	Baker and Taylor	CD - DVD	\$ 1,080.66	387
6/10/2014	6/16/2014	Midwest Tape	CD - DVD	\$ 37.24	387
6/4/2014	6/11/2014	Brodart	Youth Print	\$ 13.79	387
6/4/2014	6/11/2014	Brodart	Youth Print	\$ 28.49	387
6/4/2014	6/11/2014	Brodart	Youth Print	\$ 17.11	387
6/4/2014	6/11/2014	Brodart	Youth Print	\$ 39.54	387
6/5/2014	6/11/2014	Brodart	Youth Print	\$ 49.29	387
6/5/2014	6/11/2014	Brodart	Youth Print	\$ 122.27	387
6/5/2014	6/11/2014	Brodart	Youth Print	\$ 372.73	387
6/5/2014	6/11/2014	Brodart	Youth Print	\$ 34.14	387
6/5/2014	6/11/2014	Brodart	Youth Print	\$ 47.93	387
6/5/2014	6/11/2014	Brodart	Youth Print	\$ 6.22	387
6/9/2014	6/23/2014	Brodart	Youth Print	\$ 15.41	387
6/11/2014	6/23/2014	Brodart	Youth Print	\$ 10.34	387
6/11/2014	6/23/2014	Brodart	Youth Print	\$ 6.99	387
6/11/2014	6/23/2014	Brodart	Youth Print	\$ 10.34	387
6/11/2014	6/23/2014	Brodart	Youth Print	\$ 26.02	387
6/11/2014	6/23/2014	Brodart	Youth Print	\$ 152.46	387
6/11/2014	6/23/2014	Brodart	Youth Print	\$ 45.83	387
6/11/2014	6/23/2014	Brodart	Youth Print	\$ 9.49	387
6/11/2014	6/23/2014	Brodart	Youth Print	\$ 36.63	387
6/12/2014	6/23/2014	Brodart	Youth Print	\$ 17.96	387
6/12/2014	6/23/2014	Brodart	Youth Print	\$ 66.84	387
6/12/2014	6/23/2014	Brodart	Youth Print	\$ 25.48	387
6/12/2014	6/23/2014	Brodart	Youth Print	\$ 26.68	387
6/12/2014	6/23/2014	Brodart	Youth Print	\$ 8.69	387
6/12/2014	6/23/2014	Brodart	Youth Print	\$ 17.28	387
6/16/2014	6/23/2014	Brodart	Youth Print	\$ 10.34	387
6/13/2014	6/23/2014	Midwest Tape	CD - DVD	\$ 42.24	387
6/9/2014	6/23/2014	Baker and Taylor	Adult Print	\$ 185.22	387
6/13/2014	6/23/2014	Baker and Taylor	Adult Print	\$ 66.12	387
6/13/2014	6/23/2014	Baker and Taylor	Adult Print	\$ 22.21	387
6/13/2014	6/23/2014	Baker and Taylor	Adult Print	\$ 49.81	387
6/13/2014	6/23/2014	Baker and Taylor	Adult Print	\$ 16.47	387
6/13/2014	6/23/2014	Baker and Taylor	Adult Print	\$ 31.39	387
6/18/2014	6/30/2014	Midwest Tape	CD - DVD	\$ 22.24	387
6/17/2014	6/30/2014	Baker and Taylor	Audiobooks	\$ 18.74	387
6/20/2014	6/30/2014	Baker and Taylor	CD - DVD	\$ 47.73	387
6/24/2014	6/30/2014	Baker and Taylor	Adult Print	\$ 127.71	387
6/24/2014	6/30/2014	Baker and Taylor	Adult Print	\$ 180.99	387
6/24/2014	6/30/2014	Baker and Taylor	Adult Print	\$ 34.24	387
6/25/2014	6/30/2014	Baker and Taylor	Adult Print	\$ 172.61	387
6/25/2014	6/30/2014	Baker and Taylor	Adult Print	\$ 159.59	387
6/25/2014	6/30/2014	Baker and Taylor	Adult Print	\$ 31.09	387
6/25/2014	6/30/2014	Baker and Taylor	Adult Print	\$ 193.10	387
6/18/2014	6/30/2014	Brodart	Youth Print	\$ 11.19	387
				\$ 5,827.66	<b>387 Total</b>
6/30/2014	6/30/2014	Administrative Fee	Q1 & Q2 Administrative Fee	\$ 47,100.00	389
					389
				\$ 47,100.00	<b>389 Total</b>
6/4/2014	6/16/2014	Patron	Refund for lost-paid-found item	\$ 21.99	390
6/10/2014	6/11/2014	New Glarus Public Library	Pay for item lost off hold shelf	\$ 20.00	390
6/6/2014	6/11/2014	Patron	Refund for lost-paid-found item	\$ 4.99	390
6/5/2014	6/5/2014	Patron	Refund for lost-paid-found item	\$ 15.00	390
6/19/2014	6/23/2014	Verona Library	Pay for item destroyed by sorter	\$ 14.00	390
6/20/2014	6/26/2014	Oregon Library	Pay for item destroyed by sorter	\$ 10.00	390
6/21/2014	6/23/2014	Cambridge Library	Pay for item destroyed by sorter	\$ 5.99	390
6/12/2014	6/30/2014	Patron	Refund for lost-paid-found item	\$ 14.99	390
6/17/2014	6/30/2014	Patron	Refund for lost-paid-found item	\$ 17.95	390
				\$ 124.91	<b>390 Total</b>
					391
					391

			\$ -	<b>391 Total</b>
				400
				400
			\$ -	<b>400 Total</b>
				590
				590
			\$ -	<b>590 Total</b>
6/30/2014		Allocated Benefit- Health Ins	\$ 6,751.02	591
			\$ 6,751.02	<b>591 Total</b>
6/30/2014		Allocated Benefit- Life Insurance	\$ 36.06	592
			\$ 36.06	<b>592 Total</b>
6/30/2014		Allocated Benefit- Disability Insurance	\$ -	593
			\$ -	<b>593 Total</b>
6/30/2014		Allocated Benefit- Dental Insurance	\$ 568.15	594
			\$ 568.15	<b>594 Total</b>
6/30/2014		Allocated Benefit - Unemployment Ins.	\$ -	596
			\$ -	<b>596 Total</b>
			\$ 128,776.21	<b>Grand Total</b>

# Library Statistics

	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	YTD 2014	Jun-13	YTD 2013	Total 2013
Checkouts	27,485	23,302	28,121	26,719	23,179	28,152	156,958	29,242	157,281	310,335
Renewals	6,987	7,022	7,976	6,425	5,423	4,954	38,787	6,546	40,667	83,056
C&R Total	34,472	30,324	36,097	33,144	28,602	33,106	195,745	35,788	197,948	393,391
Holds	7,874	6,588	7,343	6,695	6,169	6,529	41,198	6,192	39,723	79,491
Red Boxes in	394	360	392	393	377		1,916	353	2,222	4,420
Red Boxes out	366	325	370	357	347		1,765	339	2,053	4,179
People in							0		3,610	3,610
People out							0		3,610	3,610
Volunteers	8	9	8	8	8		41	8	37	85
Vol. Hours	77.75	67.50	56.50	72.75	51.75		326	52.75	215	576
Adult Programs	5	8	9	7	10	5	44	5	32	69
Adult attendees	144	165	116	127	153	37	742	42	361	695
Adult Outreach Visits							0		1	3
Adult Outreach							0		70	170
Youth Attendees	840	740	1,048	815	371	1,035	4,849	836	3,666	8,475
Passive Youth Programs	2	2	3	4	4	4	19		-	
Passive Attendance	159	126	168	240	175	413	1,281		-	
Teen Programs	6	5	6	7	2	4	30	5	29	59
Teen Attendees	38	23	18	36	0	11	126	51	274	441
Youth Volunteers	19	14	14	12	12	7	78	34	100	247
Youth Vol. Hours	81	51	48	47	56	35	318	104	414	1,126
Youth Outreach Visits		4	7	3	2	3	19	4	16	22
Youth Outreach Attendees		94	114	87	230	1,610	2,135	1,505	2,559	2,687
Electronic Svcs Programs	2	0	2	1	3	0	8		16	20
Electronic Svcs Prog Attendees	10	0	24	2	2	0	38		51	63
Computer Sessions	2,096	1,926	2,383	2,471	2,138	2,271	13,285	2,450	14,479	28,333
Wireless Sessions	14,691	15,638	17,079	17,506	15,876	16,486	97,276	21,160	119,028	270,612
Meetings	95	109	107	105	92	88	596	72	521	1,026
Overdrive C/O books	965	879	944	930	954	999	5,671	539	3,355	7,703
Overdrive C/O audio	211	173	234	205	270	221	1,314	100	634	1,584
Overdrive C/O TOTAL	1,176	1,052	1,178	1,135	1,224	1,220	6,985	639	3,989	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
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# Collection Count 2014

Number of Items from State Report - January 1, 2014  
84,244

Month	Added	Deleted
January	1699	359
February	1217	342
March	1334	465
April	1321	338
May	1147	334
June	617	188
July		
August		
September		
October		
November		
December		

Net items added 2014:  
5309

Number of items June 30, 2014  
**89,553**

Goal number of items (by June 30, 2014)  
**86,581**

**Number of items needed:**  
**-2,972**