

**STOUGHTON PUBLIC LIBRARY
BOARD of TRUSTEES MEETING**

DATE: Wednesday, April 16, 2025

TIME: 6:30 P.M.



STOUGHTON
PUBLIC LIBRARY

—The heart of our community.

LOCATION : Stoughton Public Library – Carnegie Meeting Room, 304 S. Fourth St. in downtown Stoughton ****PLEASE NOTE**** This is a hybrid meeting with a virtual option via Zoom. Access with a computer via Zoom Meetings - <https://us02web.zoom.us/j/6269031450?omn=81303774817> . Members of the public may also attend using dial-in number (301) 715-8592, access code 626 903 1450.

I. Call to Order by President Lora Klitzke

II. Review of Agenda & Certification of Compliance with Open Meetings Law

III. Consent Agenda *

- A. Review/Approval of Minutes of March 19, 2025 (enclosure)
- B. Review/Approval of Fund 215, Fund 217, and Stoughton Area Community Foundation account statements for March 2025 (enclosures)
- C. Review/Approval of Fund 215 & Fund 217 Bills for April 2025 (enclosures)

IV. Friends of the Library Report

V. Recognition Opportunities

VI. Public Comment Period

VII. Review/Discussion of Correspondence

VIII. Education Updates

IX. Board In-service: Presentation from Assistant Finance Director NicoleMarie Hall on the library's 2024 budget (enclosure)

X. Director's Report

- A. Statistics for March 2025 (enclosure)
- B. Administration report (enclosure)

XI. Committee Reports

- A. Finance: did not meet
- B. Personnel: did not meet
- C. Planning: did not meet
- D. Policies: did not meet

XII. Old Business

- A. Report from ad hoc Trustee Recruitment Committee with recommendations for appointment of new trustees *
- B. Update on new student trustee recruitment process

XIII. New Business

- A. Review of 2025 Capital Improvement Projects and discussion of 2026 projects (enclosure)

XIV. Pending Agenda Items

- A. Reminder for standing committees to review, and possibly report on, their progress towards the annual Board Goals throughout the year.
B. Discussion of additional funding sources for library programming and operations
C. Discussion of General Fund balance
D. Review of goals related to diversity, equity, inclusion, and accessibility in 2023-2026 Strategic Plan

XV. Adjournment *

NEXT REGULAR MEETING: May 21, 2025

*An * indicates an action item.*

If you are disabled and in need of assistance in order to attend, please call 873-6281 prior to this meeting.

STOUGHTON PUBLIC LIBRARY BOARD OF TRUSTEES

Ken Axe
Lora Klitzke, President
Teri LeSage
Jean Ligocki, City Council Representative
Sharon Meilahn Bartlett, Vice President
Erin Meinholz
Trista Richards
Katie Roberts
Mande Shecterle, SASD Representative
Siri Vienneau, Student Representative

Finance: LeSage, Meilahn Bartlett, Meinholz
Personnel: Axe, Klitzke, Richards, Shecterle
Planning: LeSage, Ligocki, Meilahn Bartlett, Vienneau
Policies: Axe, Klitzke, Meinholz, Roberts

cc: Mayor Tim Swadley, City Attorney, City Council Members, Department Heads, City Hall Receptionist, Library Staff, Stoughton Newspaper

Agenda Notes: Library Board meeting of April 16, 2025



XII. Old Business

- A. Report from ad hoc Trustee Recruitment Committee with recommendations for appointment of new trustees *** – The ad hoc committee will make a recommendation to the Board regarding the three new trustees to be appointed by the mayor. The Board will vote on whether to accept these recommendations and send them to the mayor, who will make the appointments at a City Council meeting later this month. The new trustees will begin serving at the Library Board meeting on May 21.
- B. Update on new student trustee recruitment process** – The ad hoc Student Trustee Recruitment Committee will provide a status update on the process of selecting a new Student Trustee. The deadline for applications was April 11. The committee—Lora, Katie, and Jim—are reviewing applications and will be reaching out to candidates shortly.

XIII. New Business

- A. Review of 2025 Capital Improvement Projects and discussion of 2026 projects** - I will review this year's Capital Improvement Projects and briefly discuss ideas for projects in the years to come.

XIV. Pending Agenda Items

- A. Reminder for standing committees to review, and possibly report on, their progress towards the annual Board Goals throughout the year** – This item was added to pending agenda items at the request of President LeSage at the Board meeting on January 17, 2024, as a reminder to the standing committees throughout the year regarding their 2024 Board Goals.
- B. Discussion of additional funding sources for library programming and operations** – This item was added to pending agenda items at the request of Jean Ligocki at the Board meeting on May 15, 2024.
- C. Discussion of General Fund (215) balance** – This item was added to the pending agenda items at the Board meeting on February 19, 2025. The Board would like to discuss the use of fund balance to purchase

additional materials to fill in gaps in our collection identified by the diversity audit of our collection to be conducted later this year.

D. Review of goals related to diversity, equity, inclusion, and accessibility in 2023-2026 Strategic Plan – This item was added to the pending agenda items at the Board meeting on March 19, 2025. The board would like to review and reaffirm its commitment to the goals in the strategic plan related to diversity, equity, inclusion, and accessibility.

** indicates a potential action item*

STOUGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
WEDNESDAY, MARCH 19, @ 6:30 P.M.
HYBRID MEETING IN CARNEGIE ROOM
& VIA ZOOM



PRESENT: Lora Klitzke, President; Teri LeSage; Jean Ligocki, City Council Representative (virtual); Erin Meinholz (virtual); Trista Richards; Katie Roberts (virtual); Mande Shecterle, Stoughton Area School District Representative (virtual)

ABSENT: Ken Axe; Sharon Meilahn Bartlett, Vice-President; Siri Vienneau, Student Trustee

ALSO PRESENT: Jim Ramsey, Library Director; Sarah Monette, Administrative Assistant; Libby, high school student

- I. CALL TO ORDER. 6:32 P.M. by President Lora Klitzke
- II. REVIEW OF AGENDA & CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW. Ramsey introduced Libby, a high school student who has applied for the position of Student Trustee.
- III. CONSENT AGENDA. *Motion to approve:* LeSage. *Second:* Roberts. *Vote:* 7-0.
- IV. FRIENDS OF THE LIBRARY REPORT. n/a
- V. RECOGNITION OPPORTUNITIES. n/a
- VI. PUBLIC COMMENT PERIOD. n/a
- VII. REVIEW/DISCUSSION OF CORRESPONDENCE. Ramsey shared thank-you letters from Kegonsa Elementary School kindergartners and from the daughter of Darlene Joosten, a long-time library patron who passed away on January 22; the library had sent a condolence card.
- VIII. EDUCATION UPDATES. Roberts shared an interactive page on the DPI website about how the state spends federal education money.
- IX. BOARD IN-SERVICE: "Trustee Essential #10: Developing Essential Library Policies." Ramsey presented.
- X. DIRECTOR'S REPORT.
 - A. Statistics for February 2025. Ramsey presented.
 - B. Administration report. In addition to his written report, Ramsey shared that the Library is reducing Hoopla uses to 3 instead of 5, due to the prohibitive cost. The Friends of the Stoughton Library made about \$8,000 on their Mini-Golf event on March 16. The city Finance Director, Dave Ehlinger, retired this month, and so will be unavailable to present on the library's 2024 finances at the April Library Board Meeting. Wisconsin State Assembly Speaker Robin Vos has created the State Assembly Committee on Government Oversight, Accountability, and Transparency, and GOAT is making open records requests to municipalities for records relating to "DEI." LeSage asked if someone could report a library on the enddei.ed.gov site. The Trump administration's executive order of March 14, targeting the Institute of Museums and Library Services, will not affect the Library directly, but could be devastating for SCLS and Wisconsin libraries and museums. The diversity audit is moving forward.
- XI. COMMITTEE REPORTS.
 - A. Finance: did not meet.
 - B. Personnel: did not meet.

- C. Planning: did not meet.
- D. Policies: the Committee has three items under New Business.
- A. Progress report from ad hoc Trustee Recruitment Committee. Ramsey shared that there are 14 applications. The ad hoc Trustee Recruitment Committee will review applications, conduct interviews, and have recommendations for new trustees at the April 16 meeting. The mayor will then appoint the new trustees and they will begin serving at the May 21 meeting.
- B. Progress report from ad hoc Student Trustee Recruitment Committee. Ramsey shared that applications will be accepted through April 11.
- XII. NEW BUSINESS.
 - A. Authorization for South Central Library System to bill adjacent counties for library services for 2026. Motion to bill all counties, except those under \$30: Le Sage. *Second*: Meinholz. *Vote*: 7-0.
 - B. Discussion and possible action regarding proposed changes to Responsibility for Library Operations Policy.
 - C. Discussion and possible action regarding proposed changes to Library Trustee Succession Policy.
 - D. Discussion and possible action regarding proposed changes to Volunteer Policy. *Motion to deal with items B, C, and D collectively rather than singly*: Meinholz. *Second*: Le Sage. *Vote*: 7-0. *Motion to approve the changes made to all three policies*: Klitzke. *Second*: Meinholz. *Vote*: 7-0,
 - E. Authorization to spend undesignated gift funds on appreciation gifts for departing Board members. Motion to authorize the expenditure of up to \$150: Roberts. *Second*: Ligocki. *Vote*: 5-0 with LeSage and Meinholz abstaining.
- XIII. PENDING AGENDA ITEMS.
 - A. Reminder for standing committees to review, and possibly report on, their progress toward the annual Board Goals throughout the year.
 - B. Discussion of additional funding sources for library programming and operations.
 - C. Discussion of General Fund balance.
 - D. Ligocki requested that an item be added about discussing the Strategic Plan and the Library's goals of diversity, equity, inclusion, and accessibility.
- XIV. ADJOURNMENT. *Motion to adjourn at 7:18 P.M.*: Ligocki. *Second*: Klitzke *Vote*: 7-0.

Minutes taken by Sarah Monette.

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	ACTIVITY FOR		AVAILABLE
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 03/31/2025	INCREASE (DECREASE)	
Fund 215 - LIBRARY FUND						
Revenues						
Dept 55100 - COMMUNITY COMMITMENT						
215-55100-43330	FED GRANT - COVID-19	0.00	0.00	0.00	0.00	0.00
Total Dept 55100 - COMMUNITY COMMITMENT		0.00	0.00	0.00	0.00	0.00
Dept 55110 - LIBRARY						
215-55110-41110	PROPERTY TAX - OPERATIONS	711,285.00	177,821.25	59,273.75	533,463.75	25.00
215-55110-43315	FEDERAL GRANTS	280.00	0.00	0.00	280.00	0.00
215-55110-43720	DANE COUNTY SERVICE FEES	315,017.00	315,017.00	315,017.00	0.00	100.00
215-55110-43725	OTHER COUNTIES SERVICE FEES	15,297.00	15,301.09	32.05	(4.09)	100.03
215-55110-46110	MISC. REVENUE	0.00	0.00	0.00	0.00	0.00
215-55110-46710	LIBRARY FEES	4,000.00	994.34	303.44	3,005.66	24.86
215-55110-46712	COPY MACHINE	5,000.00	2,118.81	628.69	2,881.19	42.38
215-55110-47301	CHARGES TO DANE COUNTY	0.00	0.00	0.00	0.00	0.00
215-55110-47302	CHARGES TO MUNICIPALITIES	250.00	85.98	0.00	0.00	34.39
215-55110-48110	INTEREST INCOME	11,500.00	4,754.02	1,520.42	6,745.98	41.34
215-55110-48500	DONATIONS	0.00	0.00	0.00	0.00	0.00
215-55110-49210	TRANSFER IN - GENERAL FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 55110 - LIBRARY		1,062,629.00	516,092.49	376,775.35	546,536.51	48.57
TOTAL REVENUES		1,062,629.00	516,092.49	376,775.35	546,536.51	48.57
Expenditures						
Dept 55110 - LIBRARY						
215-55110-50110	SALARIES	97,115.00	26,018.56	7,470.40	71,096.44	26.79
215-55110-50120	WAGES	248,851.00	123,204.50	35,595.42	125,646.50	49.51
215-55110-50126	OVERTIME	0.00	0.00	0.00	0.00	0.00
215-55110-50127	WAGES - PART TIME	283,182.00	19,112.86	5,338.75	264,069.14	6.75
215-55110-50128	SUNDAY HOURS	11,497.00	3,597.72	851.32	7,899.28	31.29
215-55110-50129	WAGES - LONGEVITY	6,404.00	0.00	0.00	6,404.00	0.00
215-55110-50153	SELF INSURED LOSSES	0.00	0.00	0.00	0.00	0.00
215-55110-50160	FICA TAXES	48,974.00	12,619.66	3,592.26	36,354.34	25.77
215-55110-50161	WRS - GENERAL	30,571.00	8,661.82	2,493.03	21,909.18	28.33
215-55110-50163	HEALTH INSURANCE	123,613.00	33,058.23	12,559.67	90,554.77	26.74
215-55110-50164	DENTAL INSURANCE	4,883.00	1,596.42	532.14	3,286.58	32.69
215-55110-50165	LIFE INSURANCE	939.00	277.80	92.60	661.20	29.58
215-55110-50169	HSA RETIREMENT PAYOUT	0.00	0.00	0.00	0.00	0.00
215-55110-50200	MISC OUTSIDE SERVICES	0.00	0.00	0.00	0.00	0.00
215-55110-50210	TELEPHONE	0.00	0.00	0.00	0.00	0.00
215-55110-50211	POSTAGE	900.00	159.23	70.91	740.77	17.69
215-55110-50212	TRAVEL/CONFERENCE	2,000.00	90.00	0.00	1,910.00	4.50
215-55110-50213	SALES TAX	275.00	81.96	25.03	193.04	29.80
215-55110-50216	OUTSIDE SERVICES/CONTRACTS-2	200.00	25.00	25.00	175.00	12.50
215-55110-50217	OUTSIDE SERVICES/CONTRACTS-3	0.00	0.00	0.00	0.00	0.00
215-55110-50218	SHARED DELIVERY AND OUTREACH	0.00	0.00	0.00	0.00	0.00
215-55110-50220	UTILITIES	18,800.00	2,153.40	1,067.50	16,646.60	11.45
215-55110-50221	UTILITIES-BUILDING 2	5,100.00	1,988.31	903.45	3,111.69	38.99
215-55110-50240	EQUIPMENT MAINT & REPAIR	4,500.00	1,552.17	1,326.79	2,947.83	34.49
215-55110-50289	TECHNOLOGY COSTS	57,500.00	53,830.75	945.07	3,669.25	93.62
215-55110-50300	MISC EXPENSES	400.00	81.45	0.00	318.55	20.36
215-55110-50303	PROGRAMS/PUBLICITY	5,000.00	1,854.53	674.41	3,145.47	37.09
215-55110-50320	DUES AND SUBSCRIPTIONS (NOT SOFTWARE)	175.00	59.92	59.92	115.08	34.24

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE 03/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 215 - LIBRARY FUND						
Expenditures						
215-55110-50326	PERIODICALS	5,400.00	3,661.06	156.00	1,738.94	67.80
215-55110-50327	E-RESOURCES	22,000.00	18,072.85	0.00	3,927.15	82.15
215-55110-50328	AUDIO VISUAL	9,000.00	1,366.97	406.26	7,633.03	15.19
215-55110-50329	BOOKS	53,500.00	8,060.37	4,285.74	45,439.63	15.07
215-55110-50340	WORK SUPPLIES - OPER EXP	4,500.00	417.64	394.33	4,082.36	9.28
215-55110-50341	OPERATING EXPENSES-SPECIALIZED-1	50.00	10.77	0.00	39.23	21.54
215-55110-50342	OPERATING EXPENSES-SPECIALIZED-2	6,000.00	982.31	410.64	5,017.69	16.37
215-55110-50350	BLDG REPAIRS & MAINTENANCE	10,000.00	1,634.52	1,354.90	8,365.48	16.35
215-55110-50408	EMPLOYMENT TESTING	0.00	0.00	0.00	0.00	0.00
215-55110-50409	COMPUTER EQUIPMENT (NONCAPITAL)	0.00	0.00	0.00	0.00	0.00
215-55110-50444	NON-COLLECTION DAMAGE CHARGES	1,300.00	124.90	52.99	1,175.10	9.61
215-55110-50810	CAPITAL-EQUIPMENT	0.00	0.00	0.00	0.00	0.00
215-55110-50820	CAPITAL- COMPUTERS	0.00	0.00	0.00	0.00	0.00
215-55110-50900	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
215-55110-50930	TRANSFER TO OTHER FUND	0.00	0.00	0.00	0.00	0.00
Total Dept 55110 - LIBRARY		1,062,629.00	324,355.68	80,684.53	738,273.32	30.52
TOTAL EXPENDITURES		1,062,629.00	324,355.68	80,684.53	738,273.32	30.52
Fund 215 - LIBRARY FUND:						
TOTAL REVENUES		1,062,629.00	516,092.49	376,775.35	546,536.51	48.57
TOTAL EXPENDITURES		1,062,629.00	324,355.68	80,684.53	738,273.32	30.52
NET OF REVENUES & EXPENDITURES		0.00	191,736.81	296,090.82	(191,736.81)	100.00

Fund 215 LIBRARY FUND

GL Number	Description	Balance
*** Assets ***		
215-00000-11100	PRIMARY CHECKING	851,417.37
215-00000-11102	US BANK - CC	11,500.28
215-00000-13012	RECEIVABLES-PRIOR YEAR	0.65
Total Assets		862,918.30
*** Liabilities ***		
215-00000-21100	ACCOUNTS PAYABLE	40.00
215-00000-21700	ACCRUED PAYROLL	32,073.24
215-00000-26600	DEF INFLOW - PROPERTY TAXES	533,463.75
Total Liabilities		565,576.99
*** Fund Balance ***		
215-00000-39501	NONSPENDABLE - PREPAID ASSETS	1,438.39
215-00000-39600	FUND BALANCE RESTRICTED	47,940.70
Total Fund Balance		49,379.09
Beginning Fund Balance - 2024		49,379.09
Net of Revenues VS Expenditures - 2024		56,225.41
*2024 End FB/2025 Beg FB		105,604.50
Net of Revenues VS Expenditures - Current Year		191,736.81
Ending Fund Balance		297,341.31
Total Liabilities And Fund Balance		862,918.30

* Year Not Closed

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE 03/31/2025		ACTIVITY FOR MONTH 03/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDGT USED
			NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 217 - LIBRARY SPECIAL GIFT FUND								
Revenues								
Dept 55110 - LIBRARY								
217-55110-48110	INTEREST INCOME	15,000.00	4,077.63		1,443.31	10,922.37	27.18	
217-55110-48500	DONATIONS	115,000.00	60,167.21		1,769.53	54,832.79	52.32	
217-55110-48510	DONATIONS - UNDESIGNATED	1,000.00	0.00		0.00	1,000.00	0.00	
217-55110-48530	DONATIONS -FUNDRAISING ACCOUNT	0.00	0.00		0.00	0.00	0.00	
217-55110-49910	FUND BAL APPLIED - TAX LEVY	(40,000.00)	0.00		0.00	(40,000.00)	0.00	
217-55110-49940	FUND BAL APPLIED - DEFICITS	0.00	0.00		0.00	0.00	0.00	
Total Dept 55110 - LIBRARY		91,000.00	64,244.84		3,212.84	26,755.16	70.60	
TOTAL REVENUES		91,000.00	64,244.84		3,212.84	26,755.16	70.60	
Expenditures								
Dept 55100 - COMMUNITY COMMITMENT								
217-55100-50499	DEPT DEFICIT	0.00	0.00		0.00	0.00	0.00	
Total Dept 55100 - COMMUNITY COMMITMENT		0.00	0.00		0.00	0.00	0.00	
Dept 55110 - LIBRARY								
217-55110-50499	DEPT DEFICIT	0.00	0.00		0.00	0.00	0.00	
217-55110-50500	DESIGNATED	90,000.00	10,776.33		5,455.07	79,223.67	11.97	
217-55110-50501	UNDESIGNATED	1,000.00	373.65		264.50	626.35	37.37	
217-55110-50502	BUILDING FUND	0.00	0.00		0.00	0.00	0.00	
217-55110-50503	DESIGNATED-FUNDRAISING ACCOUNT	0.00	0.00		0.00	0.00	0.00	
217-55110-50936	TR OUT - FUND 215	0.00	0.00		0.00	0.00	0.00	
Total Dept 55110 - LIBRARY		91,000.00	11,149.98		5,719.57	79,850.02	12.25	
TOTAL EXPENDITURES		91,000.00	11,149.98		5,719.57	79,850.02	12.25	
Fund 217 - LIBRARY SPECIAL GIFT FUND:								
TOTAL REVENUES		91,000.00	64,244.84		3,212.84	26,755.16	70.60	
TOTAL EXPENDITURES		91,000.00	11,149.98		5,719.57	79,850.02	12.25	
NET OF REVENUES & EXPENDITURES		0.00	53,094.86		(2,506.73)	(53,094.86)	100.00	
TOTAL REVENUES - ALL FUNDS								
TOTAL EXPENDITURES - ALL FUNDS		1,153,629.00	580,337.33		379,988.19	573,291.67	50.31	
NET OF REVENUES & EXPENDITURES		1,153,629.00	335,505.66		86,404.10	818,123.34	29.08	
		0.00	244,831.67		293,584.09	(244,831.67)	100.00	

Fund 217 LIBRARY SPECIAL GIFT FUND

GL Number	Description	Balance
*** Assets ***		
217-00000-11100	PRIMARY CHECKING	69,615.69
217-00000-11102	US BANK - CC	1,522.64
217-00000-11302	WISC INVESTMENT FUND	355,023.60
217-00000-13012	RECEIVABLES-PRIOR YEAR	(0.65)
Total Assets		426,161.28
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
217-00000-39501	NONSPENDABLE - PREPAID ASSETS	2,703.34
217-00000-39600	FUND BALANCE RESTRICTED	326,043.41
Total Fund Balance		328,746.75
Beginning Fund Balance - 2024		328,746.75
Net of Revenues VS Expenditures - 2024		44,319.67
*2024 End FB/2025 Beg FB		373,066.42
Net of Revenues VS Expenditures - Current Year		53,094.86
Ending Fund Balance		426,161.28
Total Liabilities And Fund Balance		426,161.28

* Year Not Closed

Stoughton Area Comm Foundation

Let us partner with your other experts

When it comes to your finances, the value of professional advice cannot be overstated. That's why we believe it's crucial to work with your attorney, accountant and other trusted professionals. Be sure to share your other professionals contact information with your financial advisor. Together with their knowledge and resources, we can tailor a holistic strategy for you.

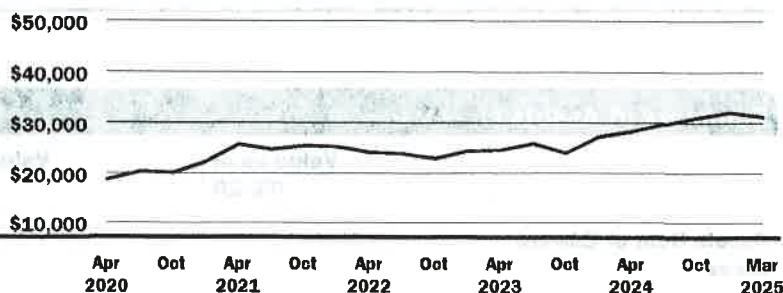
Corporate - Select Portfolio Objective - Account: Balanced Toward Growth

Account Value

\$31,230.05

1 Month Ago	\$32,225.45
1 Year Ago	\$28,727.92
3 Years Ago	\$25,363.36
5 Years Ago	\$17,438.71

Value of Your Account



Value Summary

	This Period	This Year
Beginning Value	\$32,225.45	\$31,096.62
Assets Added to Account	0.00	0.00
Assets Withdrawn from Account	0.00	0.00
Fees and Charges	0.00	0.00
Change In Value	-995.40	133.43
Ending Value	\$31,230.05	

For more information regarding the Value Summary section, please visit www.edwardjones.com/mystatementguide.

Rate of Return

Your Personal Rate of Return for Assets Held at Edward Jones	This Quarter	Year to Date	Last 12 Months	3 Years Annualized	5 Years Annualized
	0.41%	0.41%	8.68%	7.13%	12.30%

2025 EXPENDITURES: FUND 215
APRIL

Inv. Date	Payment	Line Item	Vendor	Description	Amount
03/07/25	AB prepaid CC	50211	USPS	USPS 030725 211	\$ 5.11
03/17/25	AB prepaid CC	50211	USPS	USPS 031725 211	\$ 5.11
03/20/25	AB prepaid CC	50211	USPS	USPS 032025 211	\$ 5.11
03/31/25	04/16/25	50211	Baker & Taylor	fuel surcharge	\$ 37.02
03/31/25	04/16/25	50211	Baker & Taylor	fuel surcharge	\$ 3.47
04/01/25	04/16/25	50211	Ingram	fuel surcharge	\$ 42.18
03/25/25	MO prepaid CC	50212	WLA	WLA 032525 MO	\$ 355.00
03/28/25	04/16/25	50212	SCLS	SCLS 032825 lunch JR	\$ 12.00
04/01/25	04/16/25	50216	Ingram	diversity audit	\$ 4,200.00
04/04/25	04/16/25	50221	Alliant Energy	AE 040425 util	\$ 418.26
03/17/25	04/16/25	50240	Gordon Flesch	GF Copier 2 APR	\$ 127.18
04/03/25	04/16/25	50240	Gordon Flesch	GF Copier 1 APR	\$ 112.31
03/28/25	JR prepaid PC	50289	Donor Tools	DT 032825 TECH	\$ 39.00
03/18/25	MO prepaid CC	50313	Pick 'n Save	PS 031825 CH PROG	\$ 25.97
03/21/25	SB prepaid CC	50313	Amazon	AZ 032025 CH Prog	\$ 35.21
03/23/25	SB prepaid CC	50313	Amazon	AZ 032025 CH Prog	\$ 62.12
03/30/25	AB prepaid CC	50326	New York Times	NYT 033025 326	\$ 56.00
03/10/25	SB prepaid CC	50328	Amazon	AZ 012825 JDVD	\$ 6.99
03/17/25	SB prepaid CC	50328	Amazon	AZ 021425 JDVD	\$ 24.96
03/31/25	SB prepaid CC	50328	Amazon	AZ 021425 JDVD	\$ 64.83
03/31/25	04/16/25	50328	Baker & Taylor	AD/TE materials	\$ 287.05
04/01/25	04/16/25	50328	Ingram	AD/TE materials	\$ 118.18
04/03/25	SB prepaid CC	50328	Amazon	AZ 021425 JDVD	\$ (0.06)
03/31/25	04/16/25	50329	Baker & Taylor	AD/TE materials	\$ 1,234.23
04/01/25	04/16/25	50329	Ingram	CH materials	\$ 1,426.78
04/01/25	04/16/25	50329	Ingram	AD/TE materials	\$ 1,161.70
04/11/25	04/16/25	50329	Cengage	AD/TE materials	\$ 57.40
03/14/25	SB prepaid CC	50340	Amazon	AZ 031325 OS	\$ 14.95
03/20/25	SB prepaid CC	50340	Walmart	WM 032025 OS	\$ 23.96
03/15/25	SB prepaid CC	50342	Amazon	AZ 031125 LS	\$ 24.45
03/24/25	SB prepaid CC	50342	Amazon	AZ 032425 LS	\$ 14.99
03/27/25	04/16/25	50342	Demco	DM 032625 LS	\$ 317.02
03/31/25	04/16/25	50342	Baker & Taylor	processing	\$ 61.95
03/31/25	04/16/25	50342	Baker & Taylor	processing	\$ 6.30
04/01/25	SB prepaid CC	50342	Amazon	AZ 032625 LS	\$ 9.87
04/01/25	04/16/25	50342	Ingram	processing	\$ 92.07
02/11/25	CITY prepaid	50350	DSPS	DSPS 021125 fees	\$ 50.00
03/07/25	CITY prepaid	50350	Grainger	GRA 030725 doorstops	\$ 31.23
03/16/25	SB prepaid CC	50350	Amazon	AZ 031225 350	\$ 18.77
03/21/25	CITY prepaid	50350	Amazon	AZ 032125 gutter	\$ 29.00

03/21/25	CITY prepaid	50350	Amazon	AZ 032125 bulbs	\$ 130.50
03/21/25	CITY prepaid	50350	Fastenal Co.	FAS 032125 bit	\$ 8.68
03/24/25	04/16/25	50350	Duck Soup Signs	DS 032425 350	\$ 78.00
03/27/25	CITY prepaid	50350	Rove Pest Control	RPC 032725 pest	\$ 40.00
03/17/25	04/16/25	50444	Madison PL	MAD 031725	\$ 23.95
03/25/25	04/16/25	50444	Lodi PL	LDI 032525	\$ 27.00
04/03/25	04/16/25	50444	Madison PL-AA	HPB 040325	\$ 19.99
04/07/25	04/16/25	50444	Slava, Kristin	KS 040725	\$ 6.95
04/08/25	04/16/25	50444	Waunakee PL	WAU 040825	\$ 11.99
03/20/25	SB prepaid CC	50810	Amazon	AZ 032025 FF	\$ 189.99
03/22/25	SB prepaid CC	50810	Amazon	AZ 032025 COMP	\$ 46.41

2025 EXPENDITURES: FUND 217
APRIL

Inv. Date	Payment	Vendor	Description	Stream	Material	50500	50501	50502	50503
03/09/25	CS prepaid CC	Pizza Pit	PP 030925 F Pr TE	FoL	program	\$ (71.51)			
03/10/25	04/16/25	Abdo	AB 031025 MISC	Misc	books	\$ 908.25			
03/16/25	SB prepaid CC	Amazon	AZ 031125 B LoT	Bryant	materials	\$ 39.01			
03/17/25	SB prepaid CC	Amazon	AZ 021425 J LD V	Lucky Day	AV	\$ 24.96			
03/19/25	SB prepaid CC	Amazon	AZ 021425 M AD	Misc	video games	\$ 69.99			
03/20/25	SB prepaid CC	Walmart	WM 032025 F Pr TE	FoL	supplies	\$ 67.19			
03/25/25	AB prepaid CC	ALA	ALA 032525 F P AD	FoL	program	\$ 45.10			
03/25/25	SB prepaid CC	Amazon	AZ 021425 M AD	Misc	video games	\$ 59.88			
03/26/25	JR prepaid CC	Walmart	WM 032625 EXPO	Undesg.	supplies		\$ 39.82		
03/29/25	SB prepaid CC	Amazon	AZ 032625 IMO RO	Odland	AV	\$ 338.23			
03/31/25	SB prepaid CC	Amazon	AZ 021425 J LD V	Lucky Day	AV	\$ 41.94			
03/31/25	04/16/25	Baker & Taylor	AD/TE materials	Lucky Day	books	\$ 115.61			
03/31/25	04/16/25	Baker & Taylor	AD/TE materials	Lucky Day	AV	\$ 161.93			
03/31/25	04/16/25	Baker & Taylor	AD/TE materials	Sto Con	AV	\$ 17.99			
04/01/25	CS prepaid CC	Dollar Tree	DT 040125 F PR TE	FoL	program	\$ 21.25			
04/01/25	04/16/25	Ingram	replacements	FoL	books	\$ 221.46			
04/01/25	04/16/25	Ingram	CH materials	Bryant	books	\$ 47.05			
04/03/25	SB prepaid CC	Amazon	AZ 021425 J LD V	Lucky Day	AV	\$ (0.06)			
04/03/25	CS prepaid CC	Fosdal	FOS 040325 F PR TE	FoL	program	\$ 26.00			
04/11/25	04/16/25	Paster, Zorba	ZP 041125 B MM	Bryant	program	\$ 450.00			

FUND 215

02/03/2025

BALANCE SHEET FOR STOUGHTON CITY
Period Ending 12/31/2024

GL Number	Description	Current Year Beg. Balance	Balance
215-00000-11100	PRIMARY CHECKING	73,466.05	137,329.88
215-00000-11102	US BANK - CC	6,604.35	10,103.99
215-00000-12550	PREPAID EXPENSES	2,248.67	1,438.39
215-00000-13012	RECEIVABLES-PRIOR YEAR	500.47	11.00
215-00000-13070	TAXES RECEIVABLE	741,585.00	711,285.00
	Total Assets	824,404.54	860,168.26
215-00000-21100	ACCOUNTS PAYABLE	8,217.01	11,113.24
215-00000-21700	ACCRUED PAYROLL	25,223.44	32,073.24
215-00000-26600	DEF INFLOW - PROPERTY TAXES	741,585.00	711,285.00
	Total Liabilities	775,025.45	754,471.48
215-00000-39501	NONSPENDABLE - PREPAID ASSET:	0.00	4,332.00
215-00000-39600	FUND BALANCE RESTRICTED	49,379.09	49,379.09
215-00000-39900	FUND BAL UNASSIGNED (DEFICIT)	0.00	(4,332.00)
	Total Fund Balance	49,379.09	49,379.09
	Beginning Fund Balance		49,379.09
	Net of Revenues VS Expenditures		56,317.69
	Ending Fund Balance		105,696.78
	Total Liabilities And Fund Balance		860,168.26

02/03/2025

REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY
PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024 ORIGINAL BUDGET	2024 Amended Budget	YTD BALANCE 12/31/2024 NORM (ABNORM)	Surplus (Deficit)
215-55110-41110	PROPERTY TAX - OPERATIONS	741,585.00	741,585.00	741,585.00	
215-55110-43720	DANE COUNTY SERVICE FEES	283,780.00	283,780.00	283,781.00	
215-55110-43725	OTHER COUNTIES SERVICE FEES	12,963.00	12,963.00	12,963.45	
215-55110-46110	MISC. REVENUE	0.00	0.00	125.99	
215-55110-46710	LIBRARY FEES	3,700.00	3,700.00	3,918.58	
215-55110-46712	COPY MACHINE	3,700.00	3,700.00	6,559.30	
215-55110-47302	CHARGES TO MUNICIPALITIES	250.00	250.00	228.82	
215-55110-48110	INTEREST INCOME	2,800.00	2,800.00	12,610.85	
215-55110-48500	DONATIONS	0.00	0.00	57.01	
Total Revenue:		1,048,778.00	1,048,778.00	1,061,830.00	13,052.00
Account Type: Expenditure					
WAGES					
215-55110-50110	SALARIES	94,286.00	94,286.00	95,011.68	
215-55110-50120	WAGES	417,489.00	417,489.00	449,254.46	
215-55110-50127	WAGES - PART TIME	119,745.00	119,745.00	76,676.73	
215-55110-50128	SUNDAY HOURS	9,238.00	9,238.00	9,831.25	
215-55110-50129	WAGES - LONGEVITY	9,450.00	9,450.00	5,230.50	
WAGES		650,208.00	650,208.00	636,004.62	14,203.38

12/31/2024 Journal Entry

215-00000-39501	NONSPENDABLE - PREPAID ASSET:	2,893.61
215-00000-39600	FUND BALANCE RESTRICTED	1,438.39
215-00000-39900	FUND BAL UNASSIGNED (DEFICIT)	(4,332.00)

Adjust Nonspendable prepaid assets to actual

Beginning restricted fund balance	49,379.09
Current surplus	56,317.69
Nonspendable prepaid assets adjustment	(1,438.39)
Ending restricted fund balance 2024 02-03-2025	104,258.39

Budget 2026 recommendations

- A. Discontinue annual debt issuance for Library computers and furniture.
B. Utilize 20% of Library restricted fund balance to reduce the 2026 property tax levy.
C. Continue with the 20% restricted fund balance usage for 2027 budget/tax levy.
D. Re-evaluate application of 20% restricted fund balance usage in the 2028 budget

David P. Ehlinger, CPA 02-03-2025

BENEFITS	FICA TAXES	49,072.00	49,072.00	46,684.44
215-55110-50160				
215-55110-50161	WRS - GENERAL	30,182.00	30,182.00	31,976.51
215-55110-50163	HEALTH INSURANCE	106,399.00	106,399.00	87,409.21
215-55110-50164	DENTAL INSURANCE	8,542.00	8,542.00	5,300.78
215-55110-50165	LIFE INSURANCE	943.00	943.00	1,055.01
BENEFITS		195,138.00	195,138.00	172,425.95
				22,712.05
OPERATIONAL	POSTAGE	1,000.00	1,000.00	1,069.57
215-55110-50211	TRAVEL/CONFERENCE	2,000.00	2,000.00	1,991.69
215-55110-50212	SALES TAX	200.00	200.00	360.22
215-55110-50213		200.00	200.00	25.00
215-55110-50216	OUTSIDE SERVICES/CONTRACTS-2	21,355.00	21,355.00	18,457.90
215-55110-50220	UTILITIES	7,627.00	7,627.00	4,396.94
215-55110-50221	UTILITIES-BUILDING 2	4,000.00	4,000.00	4,274.56
215-55110-50240	EQUIPMENT MAINT & REPAIR	10,000.00	0.00	0.00
215-55110-50250	DO NOT USE (OLD REPAIR&MAINT)	57,500.00	57,500.00	55,614.30
215-55110-50289	TECHNOLOGY COSTS	500.00	500.00	173.45
215-55110-50300	MISC EXPENSES	4,725.00	4,725.00	5,544.84
215-55110-50313	PROGRAMS/PUBLICITY	175.00	175.00	200.00
215-55110-50320	DUES AND SUBSCRIPTIONS (NOT SOFTWARE	5,400.00	5,400.00	4,690.43
215-55110-50326	PERIODICALS	18,000.00	18,000.00	16,867.04
215-55110-50327	E-RESOURCES	9,000.00	9,000.00	8,723.56
215-55110-50328	AUDIO VISUAL	52,000.00	52,000.00	52,239.06
215-55110-50329	BOOKS	3,000.00	3,000.00	3,617.80
215-55110-50340	WORK SUPPLIES - OPER EXP	50.00	50.00	24.73
215-55110-50341	OPERATING EXPENSES-SPECIALIZED-1	6,000.00	6,000.00	6,911.07
215-55110-50342	OPERATING EXPENSES-SPECIALIZED-2	0.00	10,000.00	10,195.72
215-55110-50350	BLDG REPAIRS & MAINTENANCE	0.00	0.00	171.00
215-55110-50408	EMPLOYMENT TESTING	700.00	700.00	1,532.86
215-55110-50444	NON-COLLECTION DAMAGE CHARGES	203,432.00	203,432.00	197,081.74
OPERATIONAL				6,350.26
Total Expenditure:		1,048,778.00	1,048,778.00	1,005,512.31
Net - Dept 55110 - LIBRARY		0.00	0.00	56,317.69
Fund 215 - LIBRARY FUND:				
TOTAL REVENUES		1,048,778.00	1,048,778.00	1,061,830.00
TOTAL EXPENDITURES		1,048,778.00	1,048,778.00	1,005,512.31
NET OF REVENUES & EXPENDITURES		0.00	0.00	56,317.69

FUND 217

02/03/2025

BALANCE SHEET FOR STOUGHTON CITY
Period Ending 12/31/2024

GL Number	Description	Current Year	
		Beg. Balance	Balance
217-00000-11100	PRIMARY CHECKING	70,912.88	21,646.37
217-00000-11102	US BANK - CC	1,166.80	1,365.99
217-00000-11302	WISC INVESTMENT FUND	261,130.21	351,246.51
217-00000-12550	PREPAID EXPENSES	2,083.34	2,703.34
217-00000-13012	RECEIVABLES-PRIOR YEAR	1,615.71	300.00
	Total Assets	336,908.94	377,262.21
217-00000-21100	ACCOUNTS PAYABLE	8,162.19	4,126.79
	Total Liabilities	8,162.19	4,126.79
217-00000-39600	FUND BALANCE RESTRICTED	328,746.75	328,746.75
	Total Fund Balance	328,746.75	328,746.75
	Beginning Fund Balance	328,746.75	328,746.75
	Net of Revenues VS Expenditures	44,388.67	44,388.67
	Ending Fund Balance	373,135.42	373,135.42
	Total Liabilities And Fund Balance	377,262.21	377,262.21

02/03/2025

REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY
PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 12/31/2024
		ORIGINAL BUDGET	AMENDED BUDGET	
217-55110-48110	INTEREST INCOME	13,000.00	13,000.00	16,915.52
217-55110-48500	DONATIONS	60,000.00	60,000.00	106,468.65
217-55110-48510	DONATIONS - UNDESIGNATED	0.00	0.00	600.00
217-55110-49910	FUND BAL APPLIED - TAX LEVY	(22,000.00)	(22,000.00)	0.00
	Total Revenue:	51,000.00	51,000.00	123,984.17
217-55110-50500	DESIGNATED	50,000.00	50,000.00	78,664.87
217-55110-50501	UNDESIGNATED	1,000.00	1,000.00	930.63
	Total Expenditure:	51,000.00	51,000.00	79,595.50
	Net - Dept 55110 - LIBRARY	0.00	0.00	44,388.67
	Fund 217 - LIBRARY SPECIAL GIFT FUND:			
	TOTAL REVENUES	51,000.00	51,000.00	123,984.17
	TOTAL EXPENDITURES	51,000.00	51,000.00	79,595.50

12/31/2024 journal entry

217-00000-39600 FUND BALANCE RESTRICTED
217-00000-39501 NONSPENDABLE - PREPAID ASSETS
Adjust nonspendable prepaid assets to actual

Debit	Credit
2,703.34	(2,703.34)

NET OF REVENUES & EXPENDITURES

0.00

0.00

44,388.67



STOUGHTON

PUBLIC LIBRARY

CHECKOUTS**2025****2024-25**

MO.	2021	2022	2023	2024	PRINT	AV	e-RES	TOTAL	%CHANGE
JAN	11,232	17,665	18,072	19,182	12,628	2,585	5,989	21,202	6.14%
FEB	11,241	16,644	16,384	18,070	10,962	2,413	5,529	18,904	10.29%
MAR	14,070	18,440	19,521	19,906	12,844	2,907	6,080	21,831	1.97%
APR	11,899	17,721	17,196	19,078				0	10.94%
MAY	12,363	16,012	16,985	17,873				0	5.23%
JUN	16,371	18,553	18,928	20,829				0	10.04%
JUL	17,776	18,278	19,932	21,174				0	6.23%
AUG	17,389	19,112	18,944	19,194				0	1.32%
SEP	15,337	16,010	17,304	16,869				0	-2.51%
OCT	16,052	16,050	18,318	17,050				0	-6.92%
NOV	14,952	15,972	17,970	18,667				0	3.88%
DEC	14,282	15,445	18,279	17,655				0	-3.41%
TOTAL	172,964	205,902	217,833	225,547				0	3.54%
AVG	14,414	17,159	18,153	18,796				0	3.54%

COMPUTER USE**COMPUTER USAGE 2025**

MO.	2021	2022	2023	2024	AD	CH	TOTAL
JAN	440	882	1,082	441	332	57	389
FEB	800	764	771	377	375	45	420
MAR	838	893	825	967	386	65	451
APR	1,687	1,104	611	1,047			0
MAY	1,328	596	761	571			0
JUN	1,336	756	881	817			0
JUL	1,086	721	784	795			0
AUG	1,177	956	1,116	840			0
SEP	749	669	635	868			0
OCT	1,215	731	903	745			0
NOV	1,277	957	1,240	992			0
DEC	948	768	893	3,340			0
TOTAL	12,881	9,797	10,502	11,800	1,093	167	1,260
AVG	1,073	816	875	983	364	56	420

In 2025, we are changing the way we collect computer usage data to better reflect the actual in-library use of computers by our patrons.

Programming Statistics
for March 2025

LOANED THROUGH DELIVERY

2024-25

MO.	2021	2022	2023	2024	2025	%CHANGE
JAN	8,985	8,763	8,484	8,569	9,380	9.46%
FEB	8,737	8,082	8,030	8,336	8,161	-2.10%
MAR	11,069	8,866	9,137	8,530	8,726	2.30%
APR	8,709	7,975	7,896	8,141		-100.00%
MAY	8,359	7,468	7,501	7,587		-100.00%
JUN	8,151	7,563	8,038	7,808		-100.00%
JUL	8,076	7,647	7,858	8,338		-100.00%
AUG	8,012	8,267	8,272	7,734		-100.00%
SEP	8,080	7,695	7,802	7,894		-100.00%
OCT	7,885	8,003	8,374	8,405		-100.00%
NOV	7,804	7,992	7,976	7,908		-100.00%
DEC	8,033	7,298	7,481	7,694		-100.00%
TOTAL	101,900	95,619	96,849	96,944		-100.00%
AVG	8,492	7,968	8,071	8,079		-100.00%

BORROWED THROUGH DELIVERY

2024-25

MO.	2021	2022	2023	2024	2025	%CHANGE
JAN	5,543	5,756	5,632	5,257	6,169	17.35%
FEB	5,741	5,121	4,964	4,907	5,298	7.97%
MAR	6,887	5,701	5,454	5,384	5,682	5.53%
APR	5,953	5,452	4,972	5,439		-100.00%
MAY	5,048	5,031	4,826	4,785		-100.00%
JUN	5,153	5,290	4,607	5,054		-100.00%
JUL	4,963	4,819	5,039	4,895		-100.00%
AUG	5,148	4,897	5,155	4,867		-100.00%
SEP	5,440	4,569	4,899	4,798		-100.00%
OCT	5,254	4,519	5,161	5,215		-100.00%
NOV	4,925	4,541	4,930	5,032		-100.00%
DEC	5,104	4,469	4,980	4,834		-100.00%
TOTAL	65,159	60,165	60,619	60,467		-100.00%
AVG	5,430	5,014	5,052	5,039		-100.00%

WIRELESS USE

2024-25

MO.	2021	2022	2023	2024	2025	%CHANGE
JAN	920	1,341	1,830	1,677	1,464	-12.70%
FEB	875	1,269	1,801	1,806	1,499	-17.00%
MAR	1,003	1,643	2,152	1,895	1,749	-7.70%
APR	1,033	1,711	2,187	2,068		-100.00%
MAY	1,378	2,170	3,041	2,187		-100.00%
JUN	1,286	1,775	2,161	1,763		-100.00%
JUL	1,412	1,917	2,623	2,467		-100.00%
AUG	1,253	2,138	2,155	2,099		-100.00%
SEP	1,312	2,243	2,184	2,071		-100.00%
OCT	1,677	2,231	2,310	2,118		-100.00%
NOV	1,499	1,961	2,213	1,806		-100.00%
DEC	1,545	1,801	2,147	1,615		-100.00%
TOTAL	15,193	22,200	26,804	23,572		-100.00%
AVG	1,266	1,850	2,234	1,964		-100.00%

DOOR COUNT

2024-25

MO.	2021	2022	2023	2024	2025	%CHANGE
JAN	0	5,425	7,504	6,975	7,687	10.21%
FEB	0	5,826	7,000	7,545	7,171	-4.96%
MAR	0	6,385	8,810	8,212	8,791	7.05%
APR	0	6,482	7,634	8,282		-100.00%
MAY	1,462	8,119	10,109	9,943		-100.00%
JUN	4,155	7,296	8,237	8,109		-100.00%
JUL	5,158	7,301	7,810	8,730		-100.00%
AUG	4,809	7,900	8,125	8,364		-100.00%
SEP	4,915	7,135	6,832	7,653		-100.00%
OCT	6,061	7,696	7,776	8,208		-100.00%
NOV	5,620	7,126	7,525	7,381		-100.00%
DEC	5,280	6,188	7,308	6,627		-100.00%
TOTAL	37,460	82,879	94,670	96,029		-100.00%
AVG	3,122	6,907	7,889	8,002		-100.00%

June 2020: SCLS has changed the way they collect this stat

SELF-CHECKOUTS

MO.	2021	2022	2023	2024	2025	%TOTAL
JAN	0	8,190	9,342	8,942	10,445	68.66%
FEB	0	8,181	8,344	9,063	8,685	64.93%
MAR	0	9,086	10,361	10,155	10,373	65.86%
APR	0	8,378	7,993	n/a		
MAY	1,146	7,100	7,931	8,433		
JUN	6,690	9,544	8,729	11,021		
JUL	7,053	9,276	9,658	10,724		
AUG	6,585	9,707	9,193	10,323		
SEP	7,210	7,646	8,252	8,474		
OCT	7,254	7,424	8,826	8,742		
NOV	7,417	7,912	n/a	9,355		
DEC	7,176	6,908	6,776	7,832		
TOTAL	50,531	99,352	95,405	103,064		
AVG	4,211	8,279	8,673	9,369		

WEBSITE PAGEVIEWS

2024-25

MO.	2021	2022	2023	2024	2025	%CHANGE
JAN	3,984	4,695	4,486	5,363	5,649	5.33%
FEB	3,952	3,751	3,912	4,815	5,258	9.20%
MAR	4,998	3,968	5,152	5,727	5,142	-10.21%
APR	4,701	4,268	4,816	5,767		-100.00%
MAY	4,092	4,008	4,528	4,963		-100.00%
JUN	4,818	3,954	5,323	5,788		-100.00%
JUL	4,206	4,768	4,991	5,935		-100.00%
AUG	3,936	3,915	4,874	5,247		-100.00%
SEP	3,448	3,501	4,173	4,891		-100.00%
OCT	3,471	3,342	4,178	5,050		-100.00%
NOV	3,457	3,609	4,312	4,218		-100.00%
DEC	3,519	3,352	4,337	4,426		-100.00%
TOTAL	48,582	47,131	55,082	62,190		-100.00%
AVG	4,049	3,928	4,590	5,183		-100.00%

Programming Statistics
for March 2025

Date	Platform	Event	0-5	6-11	Teen	Adult	All Ages
3/2/2025	Stoughton Yoga	Yoga Sundays				14	
3/3/2025	Carnegie Room	Story Time (MO)	32				
3/3/2025	Carnegie Room	Rainbow Readers (CS, MO)			9		
3/4/2025	Kegonsa	Read Aloud (MO)		23			
3/4/2025	Carnegie Room	Baby Story Time (DF)	12				
3/4/2025	Carnegie Room	Graphic Novel Book Club (MO)		9			
3/4/2025	Senior Center	Sustainable Stoughton Seed Program (BadgerTalks,				39	
3/6/2025	Carnegie Room	Story Time (MO)	26				
3/6/2025	St Anns Preschool	Outreach Story Time (AMH)	20				
3/6/2025	Carnegie Room	Teen Candy Sushi (CS, EM)			24		
3/6/2025	Fire Department	Craft Club (SB, AH)				26	
3/8/2025	Carnegie Room	Read to a Dog (MO, Volunteer)		14			
3/8/2025	Carnegie Room	Love to Read Book Club (AHM)				2	
3/10/2025	Carnegie Room	Story Time (MO)	21				
3/10/2025	Carnegie Room	Dungeons and Dragons Practice (MO)			5		
3/11/2025	Carnegie Room	Baby Story Time (DF)					
3/11/2025	Carnegie Room	PJ Story Time (AMH)	24				
3/11/2025	Carnegie Room	Writing Group (volunteers)				8	
3/12/2025	Carnegie Room	Pokemon Club (MO)		30			
3/12/2025	Online live	LSC Dan Heath				6	
3/13/2025	Carnegie Room	Story Time (MO)	31				
3/13/2025	Learning Tree Presc	Outreach Story Time (AMH)	21				
3/13/2025	Learning Tree Presc	Outreach Story Time (AMH)	32				
3/13/2025	Carnegie Room	Stitches (CS, MO, SB)		10			
3/14/2025	Carnegie Room	Indoor Playtime (DF)					
3/16/2025	Library	Friends Mini Golf (Friends, JR)					297
3/17/2025	Library	Tour (JR)				12	
3/17/2025	Carnegie Room	Dungeons and Dragons (MO)			11		
3/18/2025	Pumpkin Patch Pres	Outreach Story Time (AMH)	20				
3/18/2025	Pumpkin Patch Pres	Outreach Story Time (AMH)	19				
3/18/2025	Pumpkin Patch Pres	Outreach Story Time (AMH)	19				
3/18/2025	Carnegie Room	Sergio Gonzalez author visit (AB)				5	
3/19/2025	Carnegie Room	Spanish Story Time (AMH)	4				
3/19/2025	Carnegie Room	Tween Gaming (MO)		5			
3/19/2025	Weebleworld	Outreach Story Time (AMH)	20				

Programming Statistics for March 2025

3/19/2025	Stoughton Yoga	Family Yoga (AB)			11		
3/20/2025	Carnegie Room	Sandhill Kindergarten Visit (MO, SB)			43		
3/20/2025	Carnegie Room	Sandhill Kindergarten Visit (MO, SB)			23		
3/20/2025	Online live	LSC Clara Bingham				1	
3/20/2025	Carnegie Room	Teen painting (CS, EM)				21	
3/21/2025	Stoughton Yoga	Family Yoga (AB)			12		
3/25/2025	Carnegie Room	Story Explorers (AMH)	5				
3/25/2025	Carnegie Room	Page Turners (CS)				8	
3/26/2025	Carnegie Room	Disney Story Time (AMH)	45				
3/27/2025	Senior Center	Page Turners Senior Center (CS)				6	
3/27/2025	Online live	LSC Jennifer Weiner				3	
3/26/2025	Carnegie Room	Kids Craft: Clay Mosaics (MO)			40		
3/27/2025	Carnegie Room	Escape Room (MO)			10		
3/31/2025	Online asynchronous	Archive views LSC				1494	
			351	230	70	1624	297

		Number of Participants				
		March Self-Directed Event				
Date	Platform	0-5	6-11	Teen	Adult	All Ages
	Mezzanine				31	
	2nd floor				31	
		0	0	0	62	0

Director's Report

April 16, 2025



Library news:

- On March 20, I attended the quarterly meeting of South Central Library System (SCLS) Directors at SCLS headquarters on the north side of Madison. The main topic of discussion was a report from the Integrated Library System (ILS) Evaluation Lead Workgroup, the group charged with evaluating new ILS products with an eye toward migrating to a new ILS from the current one, LibLime's BiblioVation. (The ILS is the platform that manages all library functions, from the online public access catalog to patron records. An ILS typically includes modules for acquisitions, cataloging, serials, circulation, and an online catalog.) The workgroup unanimously recommended that SCLS libraries plan to migrate away from BiblioVation to a new ILS product from SyrsiDynix. This recommendation will be put to a vote at the next SCLS All Directors meeting in May and the migration would likely take place next year.

- I attended the annual **Chamber of Commerce Community Expo** on April 3 at the Mandt Center. Over 50 local businesses and organizations were present and hundreds of community members attended. We promoted

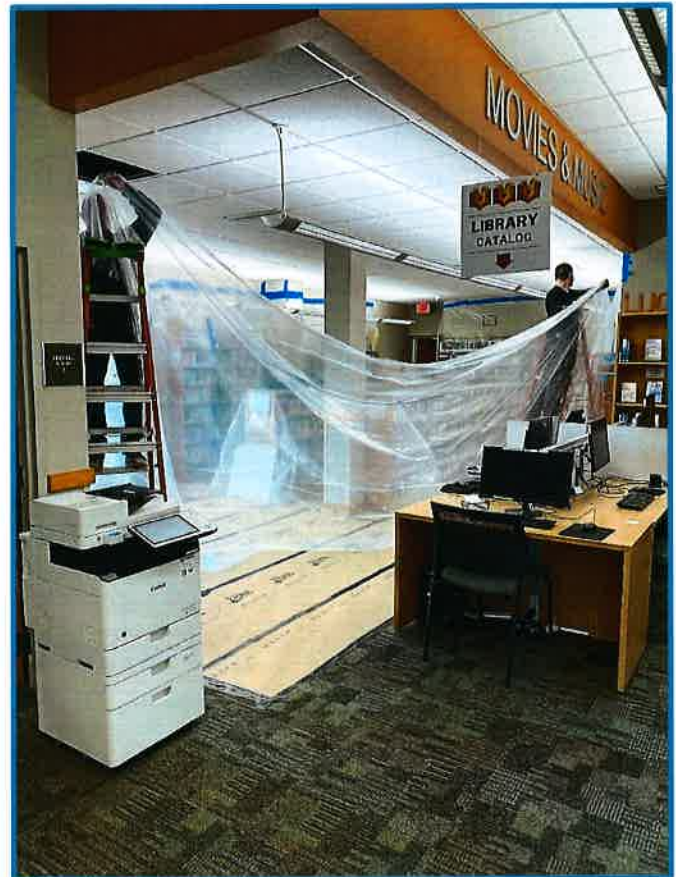


library services and events and spoke with dozens of patrons who appreciate all that the library does for the community. Trustees Jean, Sharon, and Katie also joined me in staffing the library table.

- As part of my work on the Wisconsin Library Association's (WLA) Library Development and Legislation Committee, I travelled to West Allis on April

4 to participate in a budget listening session hosted by the Wisconsin State Legislature's Joint Finance Committee. The session was one of four being held around the state regarding the 2025-2027 biennial state budget. WLA members spoke in favor of a \$2 million increase to public library system aid in the first year of the 2025-2027 biennium and an additional \$4 million in the second year.

- Our HVAC system replacement project actually began a week ahead of schedule, on March 24, with some light demo work in the library's basement. The next week, March 31, the disassembly of the old air handling units began in earnest. On Monday, April 7, the contractors cordoned off the AV section on the second floor and began removing ductwork from the ceiling. As of right now, the project is still scheduled to be completed by the end of the month.



- In response to the executive order on March 14 ordering the dismantling of the Institute of Museum and Library Services, Wisconsin's fifteen public library systems launched a resource page called "Speak Up for Wisconsin Libraries" with information about how the IMLS cuts will affect Wisconsin's public libraries, as well as information about how to advocate for Wisconsin libraries. More information is at mywisconsinlibrary.org

Stoughton Area Community Foundation Fund Report

The report for the period Mar 1 – Mar 28 shows a decrease in value of \$995.40 to the account because of market conditions. The overall value of the account as of Mar 28 is \$31,230.05.

Youth Services (from Mary Ostrander)

- Amanda, Jim, and Mary met with Jeremy Kumbier, the new Recreation Supervisor for Stoughton Parks and Recreation. We discussed the library's

use of various outdoor spaces this summer and the possibility of hosting a summer reading kick-off party at Troll Beach!

- Mary attended a webinar March 11 called “Making Your Website More Accessible.” Mary is working on updating our website to meet accessibility standards.
- Mary hosted the first **Dungeons and Dragons** get together on March 17. 11 teens showed up to play!
- Tween Gaming went so well on March 19 that we scheduled another sessions for April. The group was small, but mighty.
- Sarah B. and Mary hosted the Sandhill kindergarten classes for a field trip on March 20. Sarah took the kids on a tour and Mary did a short story time.
- Anna hosted a fun Disney Story Time on March 26. 45 friends showed up for this special spring break story time.
- 40 friends joined Mary on March 26 to create clay mosaics. Some kids made small dishes while others made all sorts of animals. **Pictures(not great)**
- The Escape Room on March 27 was very fun. The kids finished in less than 30 minutes a room that is recommended to take 45! Mary and the kids did digital escape rooms together for the remainder of the time and had a blast.
- Anna hosted Graphic Novel Book Club on April 1. Some new kids joined and are looking forward to attending again in May.
- Story Times started back up in early April and will go through May 15. This is the last story time session until summer.
- Mary is in the process of completing the annual performance appraisals for Youth Services staff.



- Mary ordered the summer reading incentives from South Central Library Systems (Eugsters Farm passes and Pizza Hut coupons). Summer reading visit dates are set for each of the schools and the flyers and logs will go to the printer soon!
- Upcoming: Tween Gaming (4/16), Story Explorers (4/22), Diamond Painting (4/30), Free Comic Book Day (5/3), Kindermusik (5/7)

Tech Services & Technology News (from Sarah Bukrey)

- Sarah and Zi Wei relabeled all Playaway digital audio players as “DAP (Digital Audio Player)” to match the item type in the catalog. Zi Wei continues to work on the multipart DVD cataloging project, which involves moving television series on DVD from multiple, separate records to a single catalog entry. This project is on a temporary pause during the HVAC replacement.
- Technical Services LTE Assistants Jen and Erin have begun a new project in the adult collection in which they are pulling non-fiction graphic novels and reshelving them at the beginning of the adult non-fiction collection. Concurrently, they are pulling biographies from throughout the non-fiction collection and evaluating them for relabeling. Many of these items will move to the 921 call number and will be shelved by the full last name of the subject of the biography.
- In early April, Sarah accepted the donation of two used Demco book carts from a retired Demco employee. One is now being used to receive book donations and the other, a two-sided cart, will be available for programming.
- Sarah gave tours to Sandhill kindergartners on March 20, attended a webinar on stress management on April 8, and helped with Stitches, our tween fiber arts group, on April 10. She also covered numerous shifts at our three service desks when regularly scheduled staff were absent.
- Following a suggestion from Mary, an electric adjustable sit/stand desk was selected by Amanda and installed by Sarah on one of our public Internet stations. Our hope is that this accessory makes the station easier to use for patrons in wheelchairs or those who have trouble sitting at a desk for long periods of time.
- 404 items were added in the month of March.

Circulation Services (from Robin Behringer)

- The Circulation Team had their monthly meeting on March 25 and discussed upcoming changes and projects. The Shelves Team had their

monthly meeting on April 9 and discussed the HVAC project, shift needs, hiring a new Shelver.

- Robin had two training opportunities this past month: On March 25 she attended a webinar about conducting collection inventories. On March 26 she attended South Central Library System's virtual Circulation Refresher training on reports.
- Robin and the Circulation staff have been working on their annual performance reviews. Robin met with each of the Shelves to give them their review in the first two weeks of April.
- Shelver Cullen G. turned in his resignation at the end of March. Robin has been working with the City's Human Resources department on hiring a new Shelver.

Adult & Teen Services (from Amanda Bosky)

- Amanda, Teen Services Librarian Cynthia Schlegel, and Children's Librarian Mary Ostrander are hard at work on our "How to Host a Library Renaissance Faire" presentation in collaboration with Middleton Library staff on May 1 at the Wisconsin Association of Public Libraries Conference in Oshkosh. Most importantly, everyone on our panel will be in Ren Faire costumes.
- On March 18, a small but engaged audience listened to **author Sergio Gonzalez** talk about the intersection of Latino immigration and faith in Wisconsin.
- Cynthia's recent teen programs included Watercolor Painting (with substitute Erin); Perler Beads (with Erin); and Rainbow Readers.
- Amanda attended an Inter-Library Loan Subcommittee meeting for South Central Library System on March 25. This committee discusses and



advises best practices for this important service which allows our patrons to borrow materials from across the United States.

- Amanda attended the Chamber Lunch and Learn session on March 24 to learn more about the Main Street and Mandt Park construction projects.
- On March 31, Amanda and Technical Services Supervisor Sarah Bukrey conducted interviews to hire a seventh Library Substitute.
- We are pleased to continue offering monthly yoga for adults and teens in partnership with Stoughton Yoga. Amanda was the staff member at Family Yoga on March 18, and Amy attended Adult yoga on April 6.
- On April 8, local author Katherine Addison (best known as Sarah Monette here at the library) came to talk about the final novel in her Cemeteries of Amalo trilogy, *The Tomb of Dragons*. Ink Cap Books was on hand to sell copies of the book to be signed by the author.
- Adult Services Assistant Amy Hynek has been even more on-the-ball than usual with community resources. The man who ran the Affordable Transportation Program for ride assistance here in town sadly passed away, and Amy quickly informed library staff and updated the phone number in our Resources binder. This is just one example of the constant updating of important community information Amy provides for our patrons; her hard work allows us to provide accurate, helpful resources, especially for people who are struggling.

Looking Back from *The Stoughton Hub*

March 5, 1931

Librarian Urges Stoughton to Get “Library Habit”

Get the library habit!

That is the suggestion made by the librarian in urging a greater and more profitable use of the library’s extensive facilities by the citizens of Stoughton.

By the library habit is meant the habit of reading regularly, the habit of using the library in daily affairs, the habit of remembering the library under all circumstances in which it may be helpful, the habit of considering the library as an important public institution.

It is not enough merely to come to the library occasionally or to register as a borrower. Become acquainted with the practical ways and means in which the library can serve your own pleasure and profit. It is significant that whenever a man or woman comes in and finds out just how the library is prepared to serve, invariably that

man or woman becomes a regular patron of the library and its service facilities.

The cooperation of all citizens is cordially solicited by the library in promoting the library habit in Stoughton.

Library Capital Improvement Projects, 2025-2029



Project Description	2025	2026	2027	2028	2029
Computers & peripherals replacement	\$ 7,000	\$ -	\$ -	\$ -	\$ -
Furniture & fixtures replacement	\$ 3,000	\$ -	\$ -	\$ -	\$ -
Improvements to 216 E Jefferson (carryover from 2023)	\$ -	\$ -	\$ -	\$ -	\$ -
Self-check machine replacement					
HVAC Major air handling replacement	\$ 500,000				
Tuckpointing and exterior masonry repair	\$ 100,000				
Security camera replacement	\$ 20,000				
Carpet replacement in basement outside of Carnegie Room	\$ 3,000				
Space needs study			unknown		