

## Public Notice of Regular Meeting of the Pewaukee Public Library Board of Trustees

Pursuant to section 19.84 (2) and (3) of the Wisconsin Statutes, notice is hereby given to the public and to those news media who have filed a written or electronic request for this notice, that the annual meeting of the Pewaukee Public Library Board of Trustees will be held on Wednesday, February 19th, 2025 at 6:30 p.m. The meeting will be held in the Visaya Room at the Pewaukee Public Library, 210 Main Street, Pewaukee, WI 53072.

### PEWAUKEE PUBLIC LIBRARY BOARD MEETING - AGENDA Wednesday, February 19th at 6:30 p.m.

As of the date of this notice, the subject matter known to be intended for consideration is as follows:

1. Call Meeting to Order and Roll Call

#### REGULAR BUSINESS:

2. Citizen Comments/Correspondence
3. Approval of Consent Agenda
  - a. Minutes January 22, 2025 (Regular Board Meeting)
  - b. Financial Reports:
    - i. GL Budget vs. Actual Library – Year End 2024
    - ii. GL Detail Library – Year End 2024
    - iii. Payment Approval Report – Year End 2024
    - iv. GL Budget vs. Actual Library – January 2025
    - v. GL Detail Library – January 2025
    - vi. Payment Approval Report – January 2025
    - vii. LGIP Statement – January 2025
  - c. Library Monthly Statistics Report though January 2025
  - d. Library Directors Report February 2025

#### OLD BUSINESS:

4. Discussion and possible action on the Library Building Lease Agreement
5. Discussion and possible action the new Electronic Payment Using Square Policy
6. Discussion and possible action on the purchase of a new security camera system

#### NEW BUSINESS:

7. Discussion and possible action on the Public Library Annual Report 2024
8. Discussion and possible action on Resolution No. 2025-02: A Resolution Designating Certain Funds to the Library Restricted Fund Balance
9. Review of the Library's Strategic Plan 2024-2026
10. Discussion and possible action on *TE 02: Who Runs the Library*
11. ADJOURNMENT

**NEXT MEETING SCHEDULED: Wednesday, March 19, 2025**

**LOCATION: Visaya Room, Pewaukee Public Library, 210 Main Street, Pewaukee, WI 53072**

The Pewaukee Public Library is committed to providing the highest degree of accessibility within its means when conducting library-sponsored events. Please notify us of your disability-related accommodation requests two weeks prior to a Library Board meeting by calling (262) 691-5670, extension 920. We will attempt to honor all requests but cannot assure that requests made too close to the date will be able to be accommodated.

Posted: Friday, February 14, 2025
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January 29, 2025

Nan Champe, Library Director  
Dale Noll, Library Board President  
Pewaukee Public Library Board  
210 Main St.  
Pewaukee, WI 53072

Dear Nan, Dale, and the Library Board,

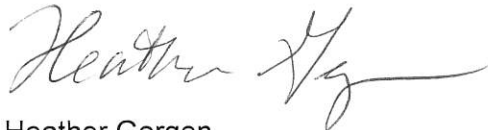
I am writing to formally resign from my position as the representative for the Village of Pewaukee on the library board. Serving the citizens of Pewaukee has been an incredible honor, and I am deeply proud of the many accomplishments and improvements I have been part of since I joined the Village Board in 2013.

Pewaukee will always hold a special place in our hearts as the community where we raised our children for the past 22 years. The experiences and connections I've had here have been truly meaningful, and I will always treasure my time serving this wonderful village.

As you know, our family recently purchased a home in Dousman. While this marks the beginning of a new chapter for us, I will always remain grateful for the opportunity to serve the Village of Pewaukee and its residents.

Thank you for your support and partnership over the years. I wish the Village continued success and progress in the future.

Sincerely,

A handwritten signature in cursive script that reads "Heather Gergen". The signature is written in black ink and is positioned above the printed name.

Heather Gergen

## PEWAUKEE PUBLIC LIBRARY BOARD ANNUAL MEETING

Wednesday, January 22, 2025 at 6:30 p.m.

### 1. Call Meeting to Order and Roll Call 6:32pm

Members Present: Heather Gergen, Lisa Jansen, Leslie Miller, Dale Noll,  
Phil Vetterkind, Karen Wildman, Ann Wright

Others Present: Nan Champe (Library Director)

Members Excused:

### ANNUAL BUSINESS:

#### 2. Discussion and possible action on the nomination and election of BOT Officers.

Motion to approve: Heather Gergen moved to approve:

- President-Dale Noll
- Treasurer-Ann Wright
- Co-Secretary-Lisa Jansen & Karen Wildman

Second: Lisa Jansen

Discussion:

Motion Carried:

### REGULAR BUSINESS:

#### 3. Citizen Comments/Correspondence- n/a

#### 4. Approval of Consent Agenda

a. Minutes December 18, 2024 (Regular Board Meeting)

b. Financial Reports:

- i. GL Budget vs. Actual Library – December 2024
- ii. GL Detail Library – December 2024
- iii. Payment Approval Report – December 2024
- iv. LGIP Statement – December 2024

c. Library Monthly Statistics Report though December 2024

d. Library Directors Report January 2025

Motion to approve: Ann Wright

Second: Leslie Miller

Discussion:

Motion Carried:

**OLD BUSINESS:**

- 5. Discussion and possible action on the Library Building Lease Agreement  
No Action

**NEW BUSINESS:**

- 6. Discussion and possible action on Library Board Calendar 2025

Motion to approve: Heather Gergen  
Second: Leslie Miller  
Discussion: Library Directors review was moved to the end of the year & will add a mid term review of Library Directors goals.  
Motion Carried:

- 7. Discussion and possible action the new Electronic Payment Using Square Policy

Motion to approve: Phil Vetterkind moved to approve the Square Policy with having patrons pay actual transaction fees.  
Second: Ann Wright  
Discussion:  
Motion Carried:

- 8. Discussion and possible action on the purchase of a new security camera system  
No Action

- 9. Discussion and possible action on TE 01: Trustee Job Description  
No Action

- 10. ADJOURNMENT 7:20pm  
Motion to approve: Heather Gergen  
Second: Phil Vetterkind  
Discussion:  
Motion Carried:

NEXT MEETING SCHEDULED: Wednesday, February 19, 2025

[APIInvoiceApprovalDepartment].DepartmentName library AND GeneralLedgerPeriod.GLPeriod 1324

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
<b>ACH NORTH SHORE BANK CREDIT CARD</b>									
<b>Approved</b>									
13040	ACH NORTH SHORE BANK CREDIT CARD	3021114260-FIXED	LIBRARY/P ROGRAMMI NG JUV	-1.80	12/18/2024	01/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	3614-8398-FIXED	LIBRARY/F RIENDS BONFIRE	-10.58	12/27/2024	01/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	3578-3812-FIXED	LIBRARY/F RIENDS BONFIRE	-8.68	12/27/2024	01/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	3135-3922-FIXED	LIBRARY/F RIENDS BONFIRE	-3.50	12/27/2024	01/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	3563-5745-FIXED	LIBRARY/F RIENDS BONFIRE	-4.10	12/27/2024	01/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	3887-3622-FIXED	LIBRARY/F RIENDS BONFIRE	-4.14	12/27/2024	01/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	3406-6815-FIXED	LIBRARY/F RIENDS BONFIRE	-8.50	12/27/2024	01/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	152358301111424	LIBRARY/U TILITIES SPECTRUM	224.95	11/11/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	4365018900	LIBRARY/P ROCESSING SUPPLIES	213.56	12/30/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	4358019400	LIBRARY/P ROCESSING SUPPLIES	253.76	12/23/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	1492952	LIBRARY/P ROCESSING SUPPLIES	371.91	01/26/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	1215	LIBRARY/U TILITIES CYBERLYN K	371.23	12/16/2024	02/04/2025		1324	Approved

[APInvoiceApprovalDepartment].DepartmentName library AND GeneralLedgerPeriod.GLPeriod 1324

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
13040	ACH NORTH SHORE BANK CREDIT CARD	12182024	LIBRARY/BUILDING MAINTENANCE - SALT	50.78	12/18/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	5145689319	LIBRARY/GOOGLE WORKSPACE DEC 2024	6.00	12/31/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	POS-181850	LIBRARY/FRIENDS EXPLORE PASSES/BETTY BRINN 2ND PASS	500.00	12/27/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	43473991076150638	LIBRARY/NON-PRINT MATERIALS	39.99	12/12/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	43473991013475569	LIBRARY/NON-PRINT MATERIALS	29.99	12/12/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038775615	LIBRARY/PRINTED MATERIALS	22.84	12/26/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038782179	LIBRARY/PRINTED MATERIALS	43.55	12/27/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038777598	LIBRARY/PRINTED MATERIALS	60.58	12/27/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038780482	LIBRARY/PRINTED MATERIALS	11.42	12/26/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038758278	LIBRARY/PRINTED MATERIALS	93.38	12/16/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038729992	LIBRARY/PRINTED MATERIALS	403.55	12/02/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038761495	LIBRARY/PRINTED MATERIALS	95.37	12/17/2024	02/04/2025		1324	Approved

[APIInvoiceApprovalDepartment].DepartmentName library AND GeneralLedgerPeriod.GLPeriod 1324

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
13040	ACH NORTH SHORE BANK CREDIT CARD	2038761308	LIBRARY/P RINTED MATERIALS	18.28	12/17/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038756157	LIBRARY/P RINTED MATERIALS	15.99	12/13/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038748578	LIBRARY/P RINTED MATERIALS	44.84	12/09/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038734788	LIBRARY/P RINTED MATERIALS	18.28	12/02/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038732729	LIBRARY/P RINTED MATERIALS	43.60	11/30/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038741886	LIBRARY/P RINTED MATERIALS	151.97	12/05/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038739391	LIBRARY/P RINTED MATERIALS	49.68	12/04/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038734432	LIBRARY/P RINTED MATERIALS	31.99	12/03/2024	02/04/2025		1324	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	2038734072	LIBRARY/P RINTED MATERIALS	253.43	12/03/2024	02/04/2025		1324	Approved

**Total ACH NORTH SHORE BANK CREDIT CARD:** 3379.62

**ACH WE ENERGIES**

**Approved**

13090	ACH WE ENERGIES	5317575450	LIBRARY/21 0 MAIN ST	3894.89	12/31/2024	01/30/2025		1324	Approved
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**Total ACH WE ENERGIES:** 3894.89

**KEMPEN MASONRY LLC**

**Approved**

[APIInvoiceApprovalDepartment].DepartmentName library AND GeneralLedgerPeriod.GLPeriod 1324

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
9512	KEMPEN MASONRY LLC	7805	LIBRARY/S ALT-PLOW 12.11.24- 12.23.24	1459.16	12/27/2024	01/17/2025		1324	Approved
9512	KEMPEN MASONRY LLC	7801	LIBRARY/S ALT- SIDEWALKS 11.21.24	295.00	12/04/2024	01/17/2025		1324	Approved
<b>Total KEMPEN MASONRY LLC:</b>				<u><u>1754.16</u></u>					
<b>MADISON COOPER</b>									
<b>Approved</b>									
13259	MADISON COOPER	11122024	LIBRARY/S TAFF DEVELOPM ENT MILEAGE	164.82	11/12/2024	01/17/2025		1324	Approved
13259	MADISON COOPER	1621772901	LIBRARY/S TAFF DEVELOPM ENT REIMBURSE	417.00	11/05/2024	01/17/2025		1324	Approved
<b>Total MADISON COOPER:</b>				<u><u>581.82</u></u>					
<b>MIDWEST TAPE - HOOPLA</b>									
<b>Approved</b>									
12821	MIDWEST TAPE - HOOPLA	506554346	LIBRARY/H OOPLA INSTANT DECEMBER	787.80	12/31/2024	01/17/2025		1324	Approved
12821	MIDWEST TAPE - HOOPLA	506548867	LIBRARY/H OOPLA/FLE X DEC 2024	3781.28	12/30/2024	01/17/2025		1324	Approved
<b>Total MIDWEST TAPE - HOOPLA:</b>				<u><u>4569.08</u></u>					

**WALDEN, NEITZKE & KUHARY, SC**

**Approved**

[APIInvoiceApprovalDepartment].DepartmentName library AND GeneralLedgerPeriod.GLPeriod 1324

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
11855	WALDEN, NEITZKE & KUHARY, SC	05779	LIBRARY/L EGAL SVCS OCT-DEC 2024	1320.00	12/31/2024	01/31/2025		1324	Approved
<b>Total WALDEN, NEITZKE &amp; KUHARY, SC:</b>				<u><b>1320.00</b></u>					
<b>Total:</b>				<u><b>15499.57</b></u>					

End.GLPeriod 125

Account Number	Account Title	MTD	YTD	Budget	Variance	% Budget
<b>900 - LIBRARY FUND</b>						
900-00-55110-000-110	LIBRARY SALARIES & WAGES(E)	52,575.51	52,575.51	668,000.00	615,424.49	7.87%
900-00-55110-000-130	LIBRARY FRINGE BENEFITS(E)	17,720.40	17,720.40	213,710.00	195,989.60	8.29%
900-00-55110-000-140	LIBRARY-SUBSCRIPTIONS(E)	194.97	194.97	7,000.00	6,805.03	2.78%
900-00-55110-000-150	LIBRARY FISCAL AGENT/INS CHGS(E)	1,590.50	1,590.50	45,936.00	44,345.50	3.46%
900-00-55110-000-310	LIBRARY-BUILDING MAINTENANCE(E)	5,939.90	5,939.90	89,700.00	83,760.10	6.62%
900-00-55110-000-400	LEGAL COUNSEL-LIBRARY ATTORNEY(E)	.00	.00	4,000.00	4,000.00	0.00%
900-00-55110-000-500	DONATION FUNDED EXPENSE(E)	76.25	76.25	6,500.00	6,423.75	1.17%
900-00-57610-000-000	LIBRARY OUTLAY(E)	.00	.00	20,200.00	20,200.00	0.00%
900-00-55110-000-141	LIBRARY-PRINTED MATERIALS(E)	353.72	353.72	80,500.00	80,146.28	0.43%
900-00-55110-000-142	LIBRARY-NON-PRINT MATERIALS(E)	590.26	590.26	14,000.00	13,409.74	4.21%
900-00-55110-000-143	LIBRARY-TECHNOLOGY(E)	3,070.47	3,070.47	44,628.00	41,557.53	6.88%
900-00-55110-000-144	LIBRARY-MILEAGE, SUPPLIES, ETC(E)	381.88	381.88	19,580.00	19,198.12	1.95%
900-00-55110-000-146	LIBRARY-STAFF DEVELOPMENT(E)	45.00	45.00	3,750.00	3,705.00	1.20%
900-00-55110-000-311	LIBRARY-UTILITIES(E)	.00	.00	62,789.00	62,789.00	0.00%
900-00-55110-000-312	LIBRARY-DIGITAL MATERIALS(E)	901.91	901.91	23,962.00	23,060.09	3.76%
900-00-55110-000-313	LIBRARY-PROGRAMS(E)	71.44	71.44	5,250.00	5,178.56	1.36%
900-00-55110-000-450	GRANT FUNDED EXPENSE(E)	.00	.00	9,038.00	9,038.00	0.00%
900-00-55110-000-160	LIBRARY ANNUAL MUNICIPAL FEES(E)	2,739.65	2,739.65	.00	-2,739.65	100.00%
<b>Total Expenditure:</b>		<b>86,251.86</b>	<b>86,251.86</b>	<b>1,318,543.00</b>	<b>1,232,291.14</b>	
900-00-43790-000-000	COUNTY LIBRARY AIDS(R)	.00	.00	-118,775.00	-118,775.00	0.00%
900-00-46710-000-000	LIBRARY FINES(R)	-766.11	-766.11	-7,609.00	-6,842.89	10.06%
900-00-48110-000-000	INTEREST INCOME(R)	.00	.00	-338.00	-338.00	0.00%
900-00-48200-000-100	FISCAL AGENT FEES(R)	.00	.00	.00	.00	100.00%
900-00-48500-000-000	DONATIONS, PRIVATE OR ORGANIZ(R)	-105.00	-105.00	-6,500.00	-6,395.00	1.61%

End.GLPeriod 125

Account Number	Account Title	MTD	YTD	Budget	Variance	% Budget
900-00-48500-000-100	MISC REVENUES(R)	-529.45	-529.45	-6,500.00	-5,970.55	8.14%
900-00-48500-000-200	DESIGNATED GRANTS(R)	.00	.00	-9,038.00	-9,038.00	0.00%
900-00-49000-000-000	CITY CONTRIBUTION PAYMENTS(R)	-144,977.90	-144,977.90	-896,675.00	-751,697.10	16.16%
900-00-49001-000-000	VILLAGE CONTRIBUTION PAYMENTS(R)	-21,846.08	-21,846.08	-262,534.00	-240,687.92	8.32%
900-00-49200-000-000	TRANSFER IN FROM MUNICIPALITY(R)	.00	.00	.00	.00	100.00%
900-00-49300-000-000	FUND BALANCE APPLIED(R)	.00	.00	-20,200.00	-20,200.00	0.00%
900-00-48440-000-000	INSURANCE RECOVERIES(R)	.00	.00	.00	.00	100.00%
<b>Total Revenue:</b>		<b>-168,224.54</b>	<b>-168,224.54</b>	<b>-1,328,169.00</b>	<b>-1,159,944.46</b>	
<b>Total 900 - LIBRARY FUND:</b>		<b>-81,972.68</b>	<b>-81,972.68</b>	<b>-9,626.00</b>	<b>72,346.68</b>	
<b>Total:</b>		<b>-81,972.68</b>	<b>-81,972.68</b>	<b>-9,626.00</b>	<b>72,346.68</b>	

End.GLPeriod 125 AND Start.GLPeriod 0125 AND End.GLPeriod 0125

Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
Fund900 - LIBRARY FUND							
Account Number And Title900-00-46710-000-000 - LIBRARY FINES							
01/07/2025	7003842-1	CR	LIBRARY FINES - LIBRARY			.00	-196.60
01/14/2025	7003859-1	CR	LIBRARY FINES - LIBRARY			.00	-126.65
01/22/2025	7004131-1	CR	LIBRARY FINES - LIBRARY			.00	-316.85
01/31/2025	7004875-1	CR	LIBRARY FINES - LIBRARY			.00	-126.01
<b>Account Number And Title900-00-46710-000-000 - LIBRARY FINES</b>						<b>.00</b>	<b>-766.11</b>
Account Number And Title900-00-48500-000-000 - DONATIONS, PRIVATE OR ORGANIZ							
01/07/2025	7003842-2	CR	LIBRARY DONATIONS - LIBRARY			.00	-5.00
01/22/2025	7004131-2	CR	LIBRARY DONATIONS - LIBRARY			.00	-100.00
<b>Account Number And Title900-00-48500-000-000 - DONATIONS, PRIVATE OR ORGANIZ</b>						<b>.00</b>	<b>-105.00</b>
Account Number And Title900-00-48500-000-100 - MISC REVENUES							
01/07/2025	7003842-3	CR	LIBRARY MISC REVENUES - LIB CARDS - LIBRARY			.00	-1.00
01/07/2025	7003842-4	CR	LIBRARY MISC REVENUES - COPIES - LIBRARY			.00	-218.50
01/14/2025	7003859-2	CR	LIBRARY MISC REVENUES BOOK REP - LIBRARY			.00	-20.00
01/14/2025	7003859-3	CR	LIBRARY MISC REVENUES COPIES - LIBRARY			.00	-3.40
01/22/2025	7004131-3	CR	LIBRARY MISC REVENUES BOOK REPLACE - LIBRARY			.00	-72.50
01/22/2025	7004131-4	CR	LIBRARY MISC REVENUES COPIES - LIBRARY			.00	-148.00
01/31/2025	7004875-2	CR	LIBRARY MISC REVENUES BOOK REPLACE - LIBRARY			.00	-60.00
01/31/2025	7004875-3	CR	LIBRARY MISC REVENUES NEW LIB CARDS - LIBRARY			.00	-2.00
01/31/2025	7004875-4	CR	LIBRARY MISC REVENUES COPIES - LIBRARY			.00	-4.05
<b>Account Number And Title900-00-48500-000-100 - MISC REVENUES</b>						<b>.00</b>	<b>-529.45</b>
Account Number And Title900-00-49000-000-000 - CITY CONTRIBUTION PAYMENTS							
01/01/2025	1-2	JE	LIBRARY CONTRIBUTION JAN 2025			.00	-72,488.99

VILLAGE OF PEWAUKEE

## GL Detail

February 12, 2025 02:15 PM

End.GLPeriod 125 AND Start.GLPeriod 0125 AND End.GLPeriod 0125

Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
01/27/2025	7004369-1	CR	CITY CONTRIBUTIONS- FEB 2024 - LIBRARY			.00	-72,488.91
<b>Account Number And Title900-00-49000-000-000 - CITY CONTRIBUTION PAYMENTS</b>						<b>.00</b>	<b>-144,977.90</b>
Account Number And Title900-00-49001-000-000 - VILLAGE CONTRIBUTION PAYMENTS							
01/01/2025	4-2	JE	LIBRARY CONTRIBUTION JANUARY			.00	-21,846.08
<b>Account Number And Title900-00-49001-000-000 - VILLAGE CONTRIBUTION PAYMENTS</b>						<b>.00</b>	<b>-21,846.08</b>
Account Number And Title900-00-55110-000-110 - LIBRARY SALARIES & WAGES							
01/17/2025	11-1	PC	PAYROLL TRANS FOR 1/12/2025 PAY PERIOD			26,196.84	.00
01/23/2025	55-1	AP	PEIL, JULIE			229.02	.00
01/23/2025	56-1	AP	PEIL, JULIE			.00	-229.02
01/31/2025	69-1	PC	PAYROLL TRANS FOR 1/26/2025 PAY PERIOD			26,626.67	.00
01/31/2025	70-1	PC	PAYROLL TRANS FOR 1/26/2025 PAY PERIOD			.00	-248.00
<b>Account Number And Title900-00-55110-000-110 - LIBRARY SALARIES &amp; WAGES</b>						<b>53,052.53</b>	<b>-477.02</b>
Account Number And Title900-00-55110-000-130 - LIBRARY FRINGE BENEFITS							
01/17/2025	13-1	PB	PAYROLL TRANS FOR 1/12/2025 PAY PERIOD			14,417.06	.00
01/31/2025	38-1	PB	PAYROLL TRANS FOR 1/26/2025 PAY PERIOD			3,303.34	.00
<b>Account Number And Title900-00-55110-000-130 - LIBRARY FRINGE BENEFITS</b>						<b>17,720.40</b>	<b>.00</b>
Account Number And Title900-00-55110-000-140 - LIBRARY-SUBSCRIPTIONS							
12/04/2024	34-1	AP	ACH NORTH SHORE BANK CREDIT CARD			611.81	.00
01/05/2025	32-1	AP	ACH NORTH SHORE BANK CREDIT CARD			194.97	.00
01/28/2025	13-1	JE	GL PERIOD FIX /WRONG PERIOD/ DONATION FUND			.00	-611.81
<b>Account Number And Title900-00-55110-000-140 - LIBRARY-SUBSCRIPTIONS</b>						<b>806.78</b>	<b>-611.81</b>
Account Number And Title900-00-55110-000-141 - LIBRARY-PRINTED MATERIALS							
01/01/2025	76-1	AP	CENTER POINT LARGE PRINT			50.34	.00
01/11/2025	68-1	AP	AMAZON CAPITAL SERVICES, INC.			16.13	.00

VILLAGE OF PEWAUKEE

## GL Detail

February 12, 2025 02:15 PM

End.GLPeriod 125 AND Start.GLPeriod 0125 AND End.GLPeriod 0125

Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
01/12/2025	64-1	AP	AMAZON CAPITAL SERVICES, INC.			94.06	.00
01/14/2025	62-1	AP	AMAZON CAPITAL SERVICES, INC.			38.69	.00
01/14/2025	63-1	AP	AMAZON CAPITAL SERVICES, INC.			37.63	.00
01/16/2025	69-1	AP	AMAZON CAPITAL SERVICES, INC.			26.99	.00
01/16/2025	71-1	AP	AMAZON CAPITAL SERVICES, INC.			49.83	.00
01/18/2025	67-1	AP	AMAZON CAPITAL SERVICES, INC.			40.05	.00
<b>Account Number And Title900-00-55110-000-141 - LIBRARY-PRINTED MATERIALS</b>						<b>353.72</b>	<b>.00</b>
Account Number And Title900-00-55110-000-142 - LIBRARY-NON-PRINT MATERIALS							
01/09/2025	59-1	AP	AMAZON CAPITAL SERVICES, INC.			197.25	.00
01/10/2025	96-1	AP	MIDWEST TAPE			29.98	.00
01/10/2025	97-1	AP	MIDWEST TAPE			104.96	.00
01/14/2025	58-1	AP	AMAZON CAPITAL SERVICES, INC.			54.92	.00
01/21/2025	98-1	AP	MIDWEST TAPE			165.67	.00
01/21/2025	99-1	AP	MIDWEST TAPE			37.48	.00
<b>Account Number And Title900-00-55110-000-142 - LIBRARY-NON-PRINT MATERIALS</b>						<b>590.26</b>	<b>.00</b>
Account Number And Title900-00-55110-000-143 - LIBRARY-TECHNOLOGY							
01/01/2025	120-1	AP	TAYLOR COMPUTER SERVICES, INC			370.00	.00
01/15/2025	77-1	AP	ENVISIONWARE INC			2,317.49	.00
01/18/2025	70-1	AP	AMAZON CAPITAL SERVICES, INC.			269.99	.00
01/18/2025	60-1	AP	AMAZON CAPITAL SERVICES, INC.			112.99	.00
<b>Account Number And Title900-00-55110-000-143 - LIBRARY-TECHNOLOGY</b>						<b>3,070.47</b>	<b>.00</b>
Account Number And Title900-00-55110-000-144 - LIBRARY-MILEAGE, SUPPLIES, ETC							
01/17/2025	72-1	AP	AMAZON CAPITAL SERVICES, INC.			368.11	.00
01/17/2025	66-1	AP	AMAZON CAPITAL SERVICES, INC.			13.77	.00

VILLAGE OF PEWAUKEE

## GL Detail

February 12, 2025 02:15 PM

End.GLPeriod 125 AND Start.GLPeriod 0125 AND End.GLPeriod 0125

Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
<b>Account Number And Title900-00-55110-000-144 - LIBRARY-MILEAGE, SUPPLIES, ETC</b>						<b>381.88</b>	<b>.00</b>
Account Number And Title900-00-55110-000-146 - LIBRARY-STAFF DEVELOPMENT							
01/03/2025	38-1	AP	WISCONSIN LIBRARY ASSOCIATION			45.00	.00
<b>Account Number And Title900-00-55110-000-146 - LIBRARY-STAFF DEVELOPMENT</b>						<b>45.00</b>	<b>.00</b>
Account Number And Title900-00-55110-000-150 - LIBRARY FISCAL AGENT/INS CHGS							
01/01/2025	5-1	JE	LIBRARY FISCAL AGENT FEE JANUARY			1,590.50	.00
<b>Account Number And Title900-00-55110-000-150 - LIBRARY FISCAL AGENT/INS CHGS</b>						<b>1,590.50</b>	<b>.00</b>
Account Number And Title900-00-55110-000-160 - LIBRARY ANNUAL MUNICIPAL FEES							
01/01/2025	135-1	AP	WAUKESHA COUNTY TREASURER			2,195.00	.00
01/09/2025	37-1	AP	ACH PEWAUKEE UTILITY			544.65	.00
<b>Account Number And Title900-00-55110-000-160 - LIBRARY ANNUAL MUNICIPAL FEES</b>						<b>2,739.65</b>	<b>.00</b>
Account Number And Title900-00-55110-000-310 - LIBRARY-BUILDING MAINTENANCE							
01/01/2025	1-1	AP	JOHNSON CONTROLS SECURITY SOLUTIONS LLC			1,570.39	.00
01/01/2025	20-1	AP	JANI-KING OF MILWAUKEE			2,784.02	.00
01/03/2025	139-1	AP	KEMPEN MASONRY LLC			90.00	.00
01/03/2025	111-1	AP	BATZNER PEST CONTROL INC			113.74	.00
01/08/2025	140-1	AP	KEMPEN MASONRY LLC			141.75	.00
01/10/2025	141-1	AP	KEMPEN MASONRY LLC			255.00	.00
01/11/2025	142-1	AP	KEMPEN MASONRY LLC			255.00	.00
01/13/2025	86-1	AP	JF AHERN COMPANY			180.00	.00
01/15/2025	143-1	AP	KEMPEN MASONRY LLC			275.00	.00
01/16/2025	144-1	AP	KEMPEN MASONRY LLC			275.00	.00
<b>Account Number And Title900-00-55110-000-310 - LIBRARY-BUILDING MAINTENANCE</b>						<b>5,939.90</b>	<b>.00</b>
Account Number And Title900-00-55110-000-312 - LIBRARY-DIGITAL MATERIALS							

VILLAGE OF PEWAUKEE

## GL Detail

February 12, 2025 02:15 PM

End.GLPeriod 125 AND Start.GLPeriod 0125 AND End.GLPeriod 0125

Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
01/20/2025	29-1	AP	MIDWEST TAPE - HOOPLA			697.91	.00
01/21/2025	30-1	AP	MIDWEST TAPE - HOOPLA			204.00	.00
<b>Account Number And Title900-00-55110-000-312 - LIBRARY-DIGITAL MATERIALS</b>						<b>901.91</b>	<b>.00</b>
Account Number And Title900-00-55110-000-313 - LIBRARY-PROGRAMS							
01/16/2025	65-1	AP	AMAZON CAPITAL SERVICES, INC.			46.46	.00
01/20/2025	61-1	AP	AMAZON CAPITAL SERVICES, INC.			24.98	.00
<b>Account Number And Title900-00-55110-000-313 - LIBRARY-PROGRAMS</b>						<b>71.44</b>	<b>.00</b>
Account Number And Title900-00-55110-000-500 - DONATION FUNDED EXPENSE							
12/03/2024	35-1	AP	ACH NORTH SHORE BANK CREDIT CARD			225.00	.00
01/13/2025	33-1	AP	ACH NORTH SHORE BANK CREDIT CARD			76.25	.00
01/28/2025	12-2	JE	GL PERIOD FIX /WRONG PERIOD/ DONATION FUND			.00	-225.00
<b>Account Number And Title900-00-55110-000-500 - DONATION FUNDED EXPENSE</b>						<b>301.25</b>	<b>-225.00</b>
<b>Total:</b>						<b>87,565.69</b>	<b>-169,538.37</b>

[APIInvoiceApprovalDepartment].DepartmentName library AND GeneralLedgerPeriod.GLPeriod 125

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
<b>ACH NORTH SHORE BANK CREDIT CARD</b>									
<b>Approved</b>									
13040	ACH NORTH SHORE BANK CREDIT CARD	01052025	LIBRARY/SUBSCRIPTIONS	194.97	01/05/2025	02/04/2025		125	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	01072025	LIBRARY/FRIENDS ADULT	76.25	01/13/2025	02/04/2025		125	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	606267	LIBRARY/FRIENDS EXPLORE PASSES/WI STATE PARKS	225.00	12/03/2024	01/04/2025		125	Approved
13040	ACH NORTH SHORE BANK CREDIT CARD	121824	LIBRARY/SUBSCRIPTIONS	611.81	12/04/2024	01/04/2025		125	Approved
<b>Total ACH NORTH SHORE BANK CREDIT CARD:</b>				<u><u>1108.03</u></u>					
<b>ACH PEWAUKEE UTILITY</b>									
<b>Approved</b>									
13111	ACH PEWAUKEE UTILITY	4102400	LIBRARY/WATER/SEWER/FIRE FEES	544.65	01/09/2025	02/01/2025		125	Approved
<b>Total ACH PEWAUKEE UTILITY:</b>				<u><u>544.65</u></u>					
<b>AMAZON CAPITAL SERVICES, INC.</b>									
<b>Approved</b>									
23	AMAZON CAPITAL SERVICES, INC.	1WMD-WJ7P-V76C	LIBRARY/TECHNOLOGY PRINTER	269.99	01/18/2025	02/18/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	16R1-K3TP-774D	LIBRARY/YA PROG SUPP	24.98	01/20/2025	02/20/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	1NWR-LP1T-DVPJ	LIBRARY/YA PROG SUPP	46.46	01/16/2025	02/12/2025		125	Approved

[APIInvoiceApprovalDepartment].DepartmentName library AND GeneralLedgerPeriod.GLPeriod 125

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
23	AMAZON CAPITAL SERVICES, INC.	1TWT-KPW3-WPVV	LIBRARY/Y A PRINT MATERIALS	40.05	01/18/2025	02/12/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	1VWD-1FFM-FVDH	LIBRARY/A DULT PRINT MATERIALS	26.99	01/16/2025	02/12/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	1XXR-C37X-F16R	LIBRARY/A DULT PRINT MATERIALS	49.83	01/16/2025	02/12/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	14XT-NTVM-WPWN	LIBRARY/T ECHNOLOG Y	112.99	01/18/2025	02/18/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	1XXR-C37X-N4QV	LIBRARY/O FFICE SUPPLIES	368.11	01/17/2025	02/12/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	1T9V-KK6W-MYMX	LIBRARY/O FFICE SUPPLIES	13.77	01/17/2025	02/12/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	137X-Y9W6-TWQP	LIBRARY/N ON-PRINT MATERIALS	54.92	01/14/2025	02/12/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	1G1D-TV9P-V7V9	LIBRARY/A DULT PRINT MATERIALS	37.63	01/14/2025	02/12/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	1DGF-R6TK-R6TL	LIBRARY/A DULT PRINT MATERIALS	38.69	01/14/2025	02/12/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	1VVV-MMHK-3JG9	LIBRARY/A DULT PRINT MATERIALS	16.13	01/11/2025	02/12/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	1KYM-XKCC-9HDH	LIBRARY/A DULT PRINT MATERIALS	94.06	01/12/2025	02/12/2025		125	Approved
23	AMAZON CAPITAL SERVICES, INC.	13NK-9Y36-M7YC	LIBRARY/N ON-PRINT MATERIALS BOARD GAMES	197.25	01/09/2025	02/09/2025		125	Approved
<b>Total AMAZON CAPITAL SERVICES, INC.:</b>				<b><u>1391.85</u></b>					

[APIInvoiceApprovalDepartment].DepartmentName library AND GeneralLedgerPeriod.GLPeriod 125

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
<b>BATZNER PEST CONTROL INC</b>									
<b>Approved</b>									
7070	BATZNER PEST CONTROL INC	72554434	LIBRARY/P EST MGMT JAN 2025	113.74	01/03/2025	02/03/2025		125	Approved
<b>Total BATZNER PEST CONTROL INC:</b>				<u><u>113.74</u></u>					
<b>CENTER POINT LARGE PRINT</b>									
<b>Approved</b>									
3552	CENTER POINT LARGE PRINT	2139469	LIBRARY/B OOKS- LARGE PRINT	50.34	01/01/2025	02/01/2025		125	Approved
<b>Total CENTER POINT LARGE PRINT:</b>				<u><u>50.34</u></u>					
<b>ENVISIONWARE INC</b>									
<b>Approved</b>									
4343	ENVISIONWARE INC	INV-US-74074	LIBRARY/E NVISIONW ARE RENEWAL	2317.49	01/15/2025	02/28/2025		125	Approved
<b>Total ENVISIONWARE INC:</b>				<u><u>2317.49</u></u>					
<b>JANI-KING OF MILWAUKEE</b>									
<b>Approved</b>									
12411	JANI-KING OF MILWAUKEE	MIL01250360	LIBRARY/J ANITORIAL SVC JAN 2025	2784.02	01/01/2025	01/31/2025		125	Approved
<b>Total JANI-KING OF MILWAUKEE:</b>				<u><u>2784.02</u></u>					
<b>JF AHERN COMPANY</b>									
<b>Approved</b>									
4875	JF AHERN COMPANY	705247	LIBRARY/S PRINKLER INSP-JAN	180.00	01/13/2025	02/13/2025		125	Approved

[APIInvoiceApprovalDepartment].DepartmentName library AND GeneralLedgerPeriod.GLPeriod 125

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
				2025 QTRLY					
<b>Total JF AHERN COMPANY:</b>				<u><b>180.00</b></u>					
<b>JOHNSON CONTROLS SECURITY SOLUTIONS LLC</b>									
<b>Approved</b>									
10353	JOHNSON CONTROLS SECURITY SOLUTIONS LLC	40858370	JOHNSON CONTROLS SECURITY	1570.39	01/01/2025	01/01/2025		125	Approved
<b>Total JOHNSON CONTROLS SECURITY SOLUTIONS LLC:</b>				<u><b>1570.39</b></u>					
<b>KEMPEN MASONRY LLC</b>									
<b>Approved</b>									
9512	KEMPEN MASONRY LLC	7834	LIBRARY/S NOW REMOVAL	275.00	01/16/2025	02/16/2025		125	Approved
9512	KEMPEN MASONRY LLC	7827	LIBRARY/S NOW REMOVAL	275.00	01/15/2025	02/15/2025		125	Approved
9512	KEMPEN MASONRY LLC	7820	LIBRARY/S NOW REMOVAL	255.00	01/11/2025	02/11/2025		125	Approved
9512	KEMPEN MASONRY LLC	7819	LIBRARY/S NOW REMOVAL	255.00	01/10/2025	02/10/2025		125	Approved
9512	KEMPEN MASONRY LLC	7816	LIBRARY/S NOW REMOVAL	141.75	01/08/2025	02/08/2025		125	Approved
9512	KEMPEN MASONRY LLC	7811	LIBRARY/S NOW REMOVAL	90.00	01/03/2025	02/03/2025		125	Approved
<b>Total KEMPEN MASONRY LLC:</b>				<u><b>1291.75</b></u>					
<b>MIDWEST TAPE</b>									
<b>Approved</b>									
548	MIDWEST TAPE	506624408	LIBRARY/2 ADULT DVD	37.48	01/21/2025	02/21/2025		125	Approved
548	MIDWEST TAPE	506624406	LIBRARY/8 ADULT DVD	165.67	01/21/2025	02/21/2025		125	Approved

[APIInvoiceApprovalDepartment].DepartmentName library AND GeneralLedgerPeriod.GLPeriod 125

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
548	MIDWEST TAPE	506592642	LIBRARY/4 ADULT DVD	104.96	01/10/2025	02/10/2025		125	Approved
548	MIDWEST TAPE	506592641	LIBRARY/2 ADULT DVD	29.98	01/10/2025	02/10/2025		125	Approved
<b>Total MIDWEST TAPE:</b>				<u><u>338.09</u></u>					
<b>MIDWEST TAPE - HOOPLA</b>									
<b>Approved</b>									
12821	MIDWEST TAPE - HOOPLA	506639939	LIBRARY/H OOPLA FLEX	204.00	01/21/2025	02/20/2025		125	Approved
12821	MIDWEST TAPE - HOOPLA	506639938	LIBRARY/ HOOPLA FLEX	697.91	01/20/2025	02/20/2025		125	Approved
<b>Total MIDWEST TAPE - HOOPLA:</b>				<u><u>901.91</u></u>					
<b>PEIL, JULIE</b>									
<b>Approved</b>									
13265	PEIL, JULIE	1/17/25 PAYROLL	1/17/2025 PAYROLL	229.02	01/23/2025	01/23/2025		125	Approved
<b>Total PEIL, JULIE:</b>				<u><u>229.02</u></u>					
<b>TAYLOR COMPUTER SERVICES, INC</b>									
<b>Approved</b>									
810	TAYLOR COMPUTER SERVICES, INC	27353	LIBRARY/M ANAGED SERVICES FOR JAN 2025 AND TECH SUPPORT	370.00	01/01/2025	02/01/2025		125	Approved
<b>Total TAYLOR COMPUTER SERVICES, INC:</b>				<u><u>370.00</u></u>					
<b>WAUKESHA COUNTY TREASURER</b>									
<b>Approved</b>									
926	WAUKESHA COUNTY TREASURER	PWV 0899 916 001 2025	LIBRARY/FI RE AND	2195.00	01/01/2025	01/24/2025		125	Approved

[APIInvoiceApprovalDepartment].DepartmentName library AND GeneralLedgerPeriod.GLPeriod 125

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
			EMS FEE						
<b>Total WAUKESHA COUNTY TREASURER:</b>				<u>2195.00</u>					
<b>WISCONSIN LIBRARY ASSOCIATION</b>									
<b>Approved</b>									
1319	WISCONSIN LIBRARY ASSOCIATION	22257	LIBRARY/LIBRARY LEGISLATIVE DAY	45.00	01/03/2025	02/03/2025		125	Approved
<b>Total WISCONSIN LIBRARY ASSOCIATION:</b>				<u>45.00</u>					
<b>Total:</b>				<u>15431.28</u>					

## Pewaukee Public Library - Monthly Statistics 2025

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Year to date	%
<b>Circulation - ALL</b>														
2023	24356	23294	27214	24363	24324	31204	31713	30545	24531	25520	24240	22072	313376	110.66%
2024	27030	25093	27741	26423	24802	29343	33221	28671	24717	23933	23536	22784	317294	101.25%
2025	<b>25546</b>												<b>25546</b>	<b>94.51%</b>
<b>Circulation - Print and A/V</b>														
2023	20252	19604	23031	20493	20217	27334	27722	26314	20342	20869	20227	18682	265087	103.40%
2024	22224	20591	23043	21936	20181	24818	28559	24014	20107	19320	18971	18157	261921	98.81%
2025	<b>20181</b>												<b>20181</b>	<b>90.81%</b>
<b>Circulation - Overdrive</b>														
2023	3881	3481	3946	3655	3827	3602	3732	3928	3861	4320	3707	2953	44893	118.82%
2024	4288	3946	4190	3898	4164	4097	4229	4183	4107	4119	4108	4154	49483	110.22%
2025	<b>4787</b>												<b>4787</b>	<b>111.64%</b>
<b>Circulation - Hoopla</b>														
Flex 2023	0	0	0	0	0	0	0	0	0	0	0	42	42	
Instant 2023	223	209	237	215	280	268	259	303	328	331	306	395	3354	
Total 2023	223	0	237	215	280	268	259	303	328	331	306	437	3187	
Flex 2024	67	95	99	112	122	118	126	134	152	130	123	135	1413	6632.29%
Instant 2024	451	461	409	477	335	310	307	340	351	364	334	338	4477	133.48%
Total 2024	518	556	508	589	457	428	433	474	503	494	457	473	5890	184.81%
Flex 2025	<b>188</b>												<b>188</b>	<b>280.60%</b>
Instant 2025	<b>390</b>												<b>390</b>	<b>86.47%</b>
Total 2025	<b>578</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>578</b>	<b>111.58%</b>
<b>% of Circulation Digital</b>														
2023	16.85%	14.94%	15.37%	15.88%	16.88%	12.40%	12.58%	13.85%	17.08%	18.22%	16.56%	15.36%	15.34%	
2024	17.78%	17.94%	16.94%	16.98%	18.63%	15.42%	14.03%	16.24%	18.65%	19.27%	19.40%	20.31%	17.45%	
2025	<b>21.00%</b>												<b>21.00%</b>	
<b>LSER (LIBRARY SERVICES EFFORT RATIO)</b>														
2023	87.99%	89.36%	91.35%	91.52%	87.75%	90.87%	91.45%	91.99%	89.18%	89.65%	92.00%	92.76%	90.53%	
2024	96.86%	90.08%	94.91%	92.91%	91.70%	88.67%	87.21%	89.14%	92.84%	92.31%	89.63%	88.06%	90.99%	
2025	<b>90.17%</b>												<b>90.17%</b>	
<b>Circulation - Check Ins</b>														
2024	14,241	13,691	14,049	15,745	15,630	14,855	19,188	16,651	14,519	13,388	12,158	13,857	177,972	
2025	<b>13,041</b>												<b>13,041</b>	<b>91.57%</b>
<b>Library Visits</b>														
Monthly total 2024	9456	9532	n/a	n/a	1701	6230	5995	4589	3981	4832	3822	3599	53737	50.29%
Daily average 2024	394	381	n/a	n/a	243	249	231	177	166	186	159	156	234	64.16%
Monthly total 2025	<b>4500</b>												<b>4500</b>	<b>47.59%</b>
Daily average 2025	<b>173</b>													
<b>Reference Transactions</b>														
2024	680	627	727	716	477	950	989	700	509	550	435	436	7796	62.79%
2025	<b>590</b>												<b>590</b>	<b>86.76%</b>

## Pewaukee Public Library - Monthly Statistics 2025

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Year to date	%	
<b>New Library Cards Issued</b>															
2024	129	129	120	98	97	137	113	95	100	99	73	59	1249	94.91%	
2025	114												114	88.37%	
<b>Meetings Room Usage</b>															
2024	44	47	55	75	48	52	73	29	54	67	54	32	630	119.54%	
2025	58												58	131.82%	
<b>Study Room Usage</b>															
2024	139	170	133	159	131	139	159	131	120	167	133	124	1705	159.20%	
2025	153												153	110.07%	
<b>Uses of Public Wireless Internet</b>															
2024	1210	1050	n/a	451	1149	1401	1318	931	1234	1434	1143	993	12314	97.73%	
2025	348												348	28.76%	
<b>Use of Public Internet Computers</b>															
2024	457	513	474	509	282	364	380	443	377	395	339	341	4874	99.41%	
2025	379												379	82.93%	
<b>Website Visits</b>															
2024	14744	14903	19352	16068	16870	15999	15308	13505	13331	14730	15204	16575	186589	103.93%	
2025	15180												15180	102.96%	
<b>Children's Programs (0-5)</b>															
# programs	2024	11	15	10	15	4	10	22	3	8	17	14	4	133	91.73%
Attendance	2024	568	712	732	724	165	377	982	87	350	693	660	192	6242	133.08%
# programs	2025	8												8	72.73%
Attendance	2025	291												291	51.23%
<b>Children's Programs (6-11)</b>															
# programs	2024	3	4	5	4	4	11	22	0	4	5	4	8	74	77.89%
Attendance	2024	75	86	202	308	261	932	809	0	150	276	132	322	3553	78.33%
# programs	2025	4												4	133.33%
Attendance	2025	86												86	114.67%
<b>Young Adult Programs (12-18)</b>															
# programs	2024	4	4	2	2	3	2	2	1	1	1	3	1	26	108.33%
Attendance	2024	24	43	11	16	138	75	29	34	11	11	27	10	429	222.28%
# programs	2025	2												2	50.00%
Attendance	2025	12												12	50.00%
<b>Adult Programs (19+)</b>															
# programs	2024	10	10	10	11	9	12	10	10	15	12	10	7	126	131.25%
Attendance	2024	117	145	167	217	176	214	124	154	279	192	171	87	2043	100.54%
# programs	2025	6												6	60.00%
Attendance	2025	35												35	29.91%

## Pewaukee Public Library - Monthly Statistics 2025

		Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Year to date	%
<b>General Interest Program</b>															
# programs	2024	0	0	0	0	0	3	1	0	1	1	0	0	6	300.00%
Attendance	2024	0	0	0	0	0	515	112	0	41	22	0	0	690	142.27%
# programs	2025	0												0	#DIV/0!
Attendance	2025	0												0	#DIV/0!
<b>Children's Self-Directed Activities (0-5) (includes summer reading participation)</b>															
# programs	2024	0	0	0	0	0	0	0	1	0	0	0	0	1	50.00%
Attendance	2024	0	0	0	0	0	0	0	148	0	0	0	0	148	217.65%
# programs	2025	0												0	#DIV/0!
Attendance	2025	0												0	#DIV/0!
<b>Children's Self-Directed Activities (6-11) (includes summer reading participation)</b>															
# programs	2024	2	1	1	1	0	0	0	1	0	0	1	1	8	26.67%
Attendance	2024	100	32	155	32	0	0	0	660	0	0	181	58	1218	48.43%
# programs	2025	0												0	0.00%
Attendance	2025	0												0	0.00%
<b>Young Adult Self-Directed Activities (12-18) (includes summer reading participation)</b>															
# programs	2024	3	2	3	3	4	4	3	4	0	3	4	3	36	144.00%
Attendance	2024	80	68	66	187	33	225	148	280	0	112	168	112	1479	187.45%
# programs	2025	4												4	133.33%
Attendance	2025	104												104	130.00%
<b>Adult Self-Directed Activities (19+) (includes summer reading participation)</b>															
# programs	2024	3	4	4	0	0	0	0	1	0	0	0	1	13	118.18%
Attendance	2024	297	358	409	0	0	0	0	249	0	0	0	52	1365	137.05%
# programs	2025	2												2	66.67%
Attendance	2025	196												196	65.99%
<b>Other Self-Directed Activities (All Ages) (includes summer reading participation)</b>															
# programs	2024	0	0	0	0	0	2	1	3	0	0	0	1	7	175.00%
Attendance	2024	0	0	0	0	0	612	242	209	0	0	0	16	1079	178.35%
# programs	2025	0												0	#DIV/0!
Attendance	2025	0												0	#DIV/0!

## Pewaukee Public Library Director's Report February 2025

*Adult Services Department (from Kelly Nelson, Adult Services Manager)*

- January marked the launch of the Great Puzzle Giveaway! This is our fourth year doing this challenge, and it gets more popular each year. Participants can enter a weekly giveaway to win a jigsaw puzzle by correctly completing a word search, word jumble, or crossword. Our first 3 weeks of puzzles averaged over 100 entries per week. All jigsaw puzzle prizes are donations or purchased with funds from the Friends of the Library. This giveaway will continue through mid-March.
- This month for Adult Craft Night, we created bookmarks from old book pages, library due date cards, stamps, and scrapbook paper. Snow made for a smaller attendance, but all who attended had a relaxing time cutting, pasting, and coloring.



- The Library Memory Project was recently offered an instance of Library Calendar from the Bridges Library System group license. Angela Meyers, the Memory Project Coordinator with the Bridges Library system, knew that I had set up Library Calendar for us, so she recruited me to help set the calendar up. It launched in late January and the Memory Project is excited to use it for its attendees.

Thanks for your support!

*Patron Services Department (from Madi Cooper, Library Services Manager)*

- One of my goals for 2025 was to have monthly one-on-ones with every clerk and page. January was my first month to do this, and I think it went really well. It allowed staff to tell me about things that were troubling them, things they would like more training on, problems they were noticing, etc. This gives me an opportunity to better provide for staff and also ensure I'm addressing problems immediately. It has been very well received, and I am looking forward to continuing it.

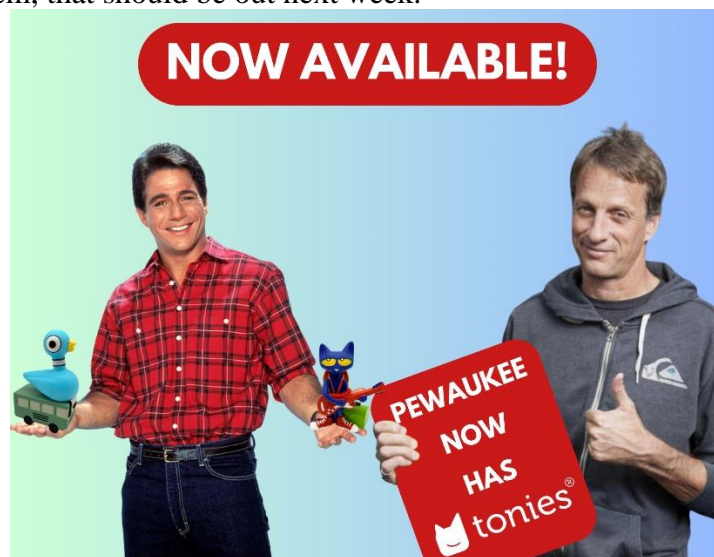
## Pewaukee Public Library Director's Report February 2025

- We have been elected to be a tester library for new patron notices. These are completely customizable emails that will be sent to patrons to replace most of our notices. I have taken the lead on this project and have been working with Bridges to ensure a successful implementation. The notices will be going live this month, and I am interested to hear any feedback about them. I am hoping they will come across more inviting and less like a spam email.
- Tax forms are in! Last year I ordered tax forms for the 2025 tax season, and they finally arrived on the very last day of January. I put together a couple of tables in the lobby to hold all of the forms. I am happy we can continue to provide this convenience to patrons.
- Over winter we had a lull in people interested in work experience opportunities, but with the start of the new year I've had organizations reaching out again with interest in setting up work experiences with us. I have one person lined up to start in the next couple weeks. I love that we are able to offer this to so many people.

Thanks for everything you do!

*Youth Services Department (from Peter Blenski, Youth Services Manager)*

We now have a new collection of Tonies and Tonie figurines. They are insanely popular at other libraries, so we're really excited to meet the demand. Tonies seem like little toys, but inside each are audiobooks that are unlocked by a Toniebox. They are basically just glorified audiobooks. We have 27 figurines and 2 boxes circulating, half of our figures are currently out and are two boxes are always out, so happy about that. I am also recording my own personal Tonie figurine, so kids will be able to take story time home with them, that should be out next week.



We had a great partnership with both Parks and Rec and the retirement communities of Pewaukee. As part of their "Hearts Alive" programming, our story time kiddos made over 50 valentines, for The Waters of Pewaukee and Kirkland Crossings. It was a great partnership opportunity and just a nice thing to do!

## Pewaukee Public Library Director's Report February 2025



We continue to have around 70 participants at Tuesdays and Wednesday's story time. It is an issue in the community room but it is a major issue for our small multipurpose room. There's very little room to move around. These are pictures from last week's story time and you can see how crowded it is. I feel both rooms need to be thought about, especially the smaller multipurpose room.



## Pewaukee Public Library Director's Report February 2025

*Administration (from Nan Champe, Library Director)*

- *Meetings/Events attended:*
  - January 7: Village of Pewaukee Department Heads Meeting
  - January 10: APL Meeting @ Pewaukee Public Library
  - January 13: Friends of PPL Meeting
  - January 16: Bridges Director's Discussion
  - January 20: City of Pewaukee Council Meeting
  - January 22 and 23: Winter Web Conference 2025
  - January 22: PPL Library Board Meeting
  - January 28: Foundation Meeting
  - January 30: PPL Department Head's Meeting
  
- *End of Year Financials.* I am still waiting for the completion of several accounting functions so at this point, year end reports are not available. If they are completed prior to the meeting I will forward to you. If not, I will be sure to provide those documents at the March Board meeting.
- *Library Building Lease Agreement.* The Common Council met in closed session on February 3, 2025. The Council emerged from closed session without returning to open session. I was informed by Scott Klein that the City attorney would be sending a letter to the Village attorney in about the lease.
- *Electronic Payment Using Square Policy.* This is the direction that I received from the attorney on WI laws regulating CC fees:
  - The Library may legally charge a credit card surcharge/convenience fee, subject to the following limitations/notes:*
    - *A surcharge may not exceed 3% of the purchase price. Also, a merchant may not charge a surcharge in excess of the actual transaction fee incurred (i.e. cannot make a profit on surcharges).*
    - *The surcharge may not be assessed when a debit card is used, even if the debit card is processed as a credit transaction. Your point-of-service device should auto-detect debit cards to ensure this does not happen, but you may wish to double check with Square.*

In accordance with the board's request and these guidelines, this revised policy includes the 10 cent processing fee plus a 2.6% service fee which equals the exact charges from Square. In addition, to ensure that the fees do not exceed 3% of the purchase price, I have increased the minimum charge to \$2.50.
  
- *Security Camera System.* I've included update proposals for cameras from SOS and Complex Security Solutions. Areas covered by each of the companies is identical. The solutions are slightly different offering a different # of cameras and camera types to cover certain areas. I have included some handwritten notes to explain the difference in the number of cameras.
- *Public Library Annual Report 2024.* Board approved, signed annual reports for 2024 are due to the DPI no later than March 1, 2024. The only section that I have not completed is the Library Operating Expenditures as I am waiting on year end totals from the Village. As soon as this information is available, I will forward the completed report to the Library Board for review and approval.
- *Resolution No. 2025-02.* This resolution is included to ensure the remaining donation funds from 2024 are added to the Library's restricted fund balance. I would ask for the Library Board review and approval of this resolution.

# **ELECTRONIC PAYMENT USING SQUARE POLICY**

## **PURPOSE**

This policy outlines the procedure and guidelines for using Square, a secure online payment platform, to facilitate the payment of fines and fees at Pewaukee Public Library [Library]. The goal is to provide library patrons with a convenient, reliable, and secure method for paying any overdue fines, fees for lost or damaged items, or other charges that may be incurred at the Library. By using Square for payments, library patrons acknowledge and agree to the terms of this policy.

## **LIBRARY RIGHTS AND RESPONSIBILITIES**

The Library respects the privacy of its patrons. At no time does the Library store credit card information and no credit card information shall be accepted by phone or email. Credit card information is only made accessible to authorized credit card vendors and financial institutions to complete transactions permitted under this policy.

All electronic payments using Square shall only be made in-person using the dedicated point-of-service device provided by Square. Square will be responsible for payment card data storage, processing and transmission and in compliance with Payment Card Industry Data Security Standards (PCI DSS). Square will act as the merchant of record for every transaction, handling PCI compliance, regulation and processing on behalf of the Library.

The Library reserves the right to refuse service or cancel transactions at any time if fraud or an unauthorized or illegal transaction is suspected. Completion of a payment transaction is contingent upon both the authorization of payment through Square and acceptance of the payment by the Library.

The Library is not responsible for electronic transactions paid by unauthorized users. Unauthorized use of a patron debit/credit to pay library bills should be handled by the patron with their banking institution.

## **ELIGIBLE CHARGES**

Patrons can make payments through Square using major credit cards, debit cards or their digital wallet. Fines and fees that can be paid through Square include:

- Overdue fines
- Lost or damaged materials replacement
- Replacement Library card fees
- Printing and photocopying fees
- Meeting room rental fees
- Book sale and merchandise purchases on behalf of the Friends of the Pewaukee Public Library.

## **GENERAL GUIDELINES**

- For all credit card transactions, **the Library will charge a \$.10 processing fee plus a 2.6% service fee for this electronic payment method. These fees are the actual fees charged by Square.**
- All payments must be made in-person and the payment card must be present. The Library will not accept payments via the phone or through the Internet.
- The Library requires a minimum payment of **\$2.50** for use of this electronic payment method.
- Cash advances or cash back is prohibited.
- Once the Square transaction is completed, staff will apply payments to the customer's library account if the charge is tracked in the Library's ILS system.

### **CHARGEBACKS/DISPUTES**

In the event that the Library is notified of a dispute, the Library Services Manager or the Library Director will investigate the transaction and respond as necessary, up to and including reinstating fines and/or fees on a patron's library account.

*Adopted by the Board of Trustees,*

DRAFT

# AXIS P3827-PVE Panoramic Camera

True to life, 180° coverage, no blind spots

With 7 MP resolution and seamless stitching of all four images, this multisensor camera offers complete coverage and excellent image quality with incredible details up to 30 fps. It delivers 180° horizontal and 90° vertical coverage with no blind spots. Plus, it's possible to mount two cameras back-to-back for a complete 360° overview. Including horizon straightening, this product will give an excellent viewing experience, enabling to set the horizon in the image. Built on ARTPEC-8, this cost-effective camera supports advanced analytics based on deep learning on the edge. Additionally, built-in cybersecurity features prevent unauthorized access and safeguard your system.

- > **7 MP multisensor camera with one IP address**
- > **180° horizontal, 90° vertical coverage**
- > **Seamlessly stitched realistic images**
- > **Support for advanced analytics**
- > **Horizon straightening**



# AXIS P3827-PVE Panoramic Camera

Camera	
<b>Image sensor</b>	4 x 1/2.8" progressive scan RGB CMOS Pixel size 2.9 µm
<b>Lens</b>	Fixed 3.3 mm, F2.0 Horizontal field of view: 180° Vertical field of view: 90°
<b>Day and night</b>	Automatic IR-cut filter Hybrid IR filter
<b>Minimum illumination</b>	Color: 0.15 lux at 50 IRE, F2.0 B/W: 0.05 lux at 50 IRE, F2.0
<b>Shutter speed</b>	1/31500 s to 1.5 s
<b>Camera adjustment</b>	Pan ±180° Tilt 0° to 50° Roll ±5°
System on chip (SoC)	
<b>Model</b>	ARTPEC-8
<b>Memory</b>	2048 MB RAM, 8192 MB Flash
<b>Compute capabilities</b>	Deep learning processing unit (DLPU)
Video	
<b>Video compression</b>	H.264 (MPEG-4 Part 10/AVC) Baseline, Main and High Profiles H.265 (MPEG-H Part 2/HEVC) Main Profile Motion JPEG
<b>Resolution</b>	3712x1856 to 640x320
<b>Frame rate</b>	Up to 25/30 fps (50/60 Hz) in all resolutions
<b>Video streaming</b>	Up to 20 unique and configurable video streams <sup>a</sup> Axis Zipstream technology in H.264 and H.265 Controllable frame rate and bandwidth VBR/ABR/MBR H.264/H.265 Low latency mode Video streaming indicator
<b>Signal-to-noise ratio</b>	>55 dB
<b>WDR</b>	Forensic WDR: Up to 120 dB depending on scene
<b>Multi-view streaming</b>	Up to 8 individually cropped out view areas
<b>Noise reduction</b>	Spatial filter (2D noise reduction) Temporal filter (3D noise reduction)
<b>Image settings</b>	Horizon straightening, saturation, contrast, brightness, sharpness, white balance, day/night threshold, local contrast, tone mapping, exposure mode, compression, dynamic text and image overlay, polygon privacy masks
<b>Image processing</b>	Axis Zipstream, Forensic WDR, Lightfinder
<b>Pan/Tilt/Zoom</b>	Digital PTZ
Audio	
<b>Audio features</b>	AGC automatic gain control Network speaker pairing
<b>Audio streaming</b>	Configurable duplex: One-way (simplex, half duplex) Two-way (half duplex, full duplex)
<b>Audio input</b>	Input for external unbalanced microphone, optional 5 V microphone power Digital input, optional 12 V ring power Unbalanced line input
<b>Audio output</b>	Output via network speaker pairing
<b>Audio encoding</b>	24bit LPCM, AAC-LC 8/16/32/48 kHz, G.711 PCM 8 kHz, G.726 ADPCM 8 kHz, Opus 8/16/48 kHz Configurable bit rate
Network	
<b>Network protocols</b>	IPv4, IPv6 USGv6, ICMPv4/ICMPv6, HTTP, HTTPS <sup>b</sup> , HTTP/2, TLS <sup>b</sup> , QoS Layer 3 DiffServ, FTP, SFTP, CIFS/SMB, SMTP, mDNS (Bonjour), UPnP <sup>c</sup> , SNMP v1/v2c/v3 (MIB-II), DNS/DNSv6, DDNS, NTP, NTS, RTSP, RTP, SRTP, TCP, UDP, IGMPv1/v2/v3, RTCP, ICMP, DHCPv4/v6, ARP, SSH, LLDP, CDP, MQTT v3.1.1, Secure syslog (RFC 3164/5424, UDP/TCP/TLS), Link-Local address (ZeroConf), IEEE 802.1X (EAP-TLS), IEEE 802.1AR
System integration	
<b>Application Programming Interface</b>	Open API for software integration, including VAPIX <sup>®</sup> , metadata and AXIS Camera Application Platform (ACAP); specifications at <a href="https://axis.com/developer-community">axis.com/developer-community</a> . One-click cloud connection ONVIF <sup>®</sup> Profile G, ONVIF <sup>®</sup> Profile M, ONVIF <sup>®</sup> Profile S, and ONVIF <sup>®</sup> Profile T, specifications at <a href="https://onvif.org">onvif.org</a>
<b>Video management systems</b>	Compatible with AXIS Camera Station Edge, AXIS Camera Station Pro, AXIS Camera Station 5, and video management software from Axis' partners available at <a href="https://axis.com/vms">axis.com/vms</a> .
<b>Onscreen controls</b>	Privacy masks Media clip
<b>Event conditions</b>	Device status: above operating temperature, above or below operating temperature, below operating temperature, within operating temperature, IP address removed, new IP address, network lost, system ready, ring power overcurrent protection, live stream active, casing open Digital audio input status Edge storage: recording ongoing, storage disruption, storage health issues detected I/O: digital input, manual trigger, virtual input MQTT: subscribe Scheduled and recurring: schedule Video: average bitrate degradation, day-night mode, live stream, tampering
<b>Event actions</b>	Audio clips: play, stop Day-night mode I/O: toggle I/O once, toggle I/O while the rule is active MQTT: publish Notification: HTTP, HTTPS, TCP and email Overlay text Recordings: SD card and network share SNMP traps: send, send while the rule is active Upload of images or video clips: FTP, SFTP, HTTP, HTTPS, network share and email
<b>Built-in installation aids</b>	Pixel counter, level grid
Analytics	
<b>Applications</b>	Included AXIS Object Analytics, AXIS Scene Metadata, AXIS Video Motion Detection, active tampering alarm, audio detection Support for AXIS Camera Application Platform enabling installation of third-party applications, see <a href="https://axis.com/acap">axis.com/acap</a>
<b>AXIS Object Analytics</b>	Object classes: humans, vehicles (types: cars, buses, trucks, bikes, other) Scenarios: line crossing, object in area, time in area, crossline counting, occupancy in area Up to 10 scenarios Other features: triggered objects visualized with trajectories, color-coded bounding boxes and tables Polygon include/exclude areas Perspective configuration ONVIF Motion Alarm event
<b>AXIS Scene Metadata</b>	Object classes: humans, faces, vehicles (types: cars, buses, trucks, bikes), license plates Object attributes: vehicle color, upper/lower clothing color, confidence, position
Approvals	
<b>Product markings</b>	CSA, UL/cUL, BIS, UKCA, CE, KC, EAC, VCCI, RCM
<b>Supply chain</b>	TAA compliant
<b>EMC</b>	CISPR 35, CISPR 32 Class A, EN 55035, EN 55032 Class A, EN 50121-4, EN 61000-6-1, EN 61000-6-2, IEC 62236-4 Australia/New Zealand: RCM AS/NZS CISPR 32 Class A Canada: ICES-3(A)/NMB-3(A) Japan: VCCI Class A Korea: KS C 9835, KS C 9832 Class A USA: FCC Part 15 Subpart B Class A
<b>Safety</b>	CAN/CSA C22.2 No. 62368-1 ed. 3, IEC/EN/UL 62368-1 ed. 3, IS 13252
<b>Environment</b>	IEC 60068-2-1, IEC 60068-2-2, IEC 60068-2-6, IEC 60068-2-14, IEC 60068-2-27, IEC 60068-2-78, IEC/EN 60529 IP66/IP67,

IEC/EN 62262 IK10, NEMA 250 Type 4X, NEMA TS 2 (2.2.7-2.2.9), MIL-STD-810H (Method 501.7, 502.7, 505.7, 506.6, 507.6, 509.7, 512.6)

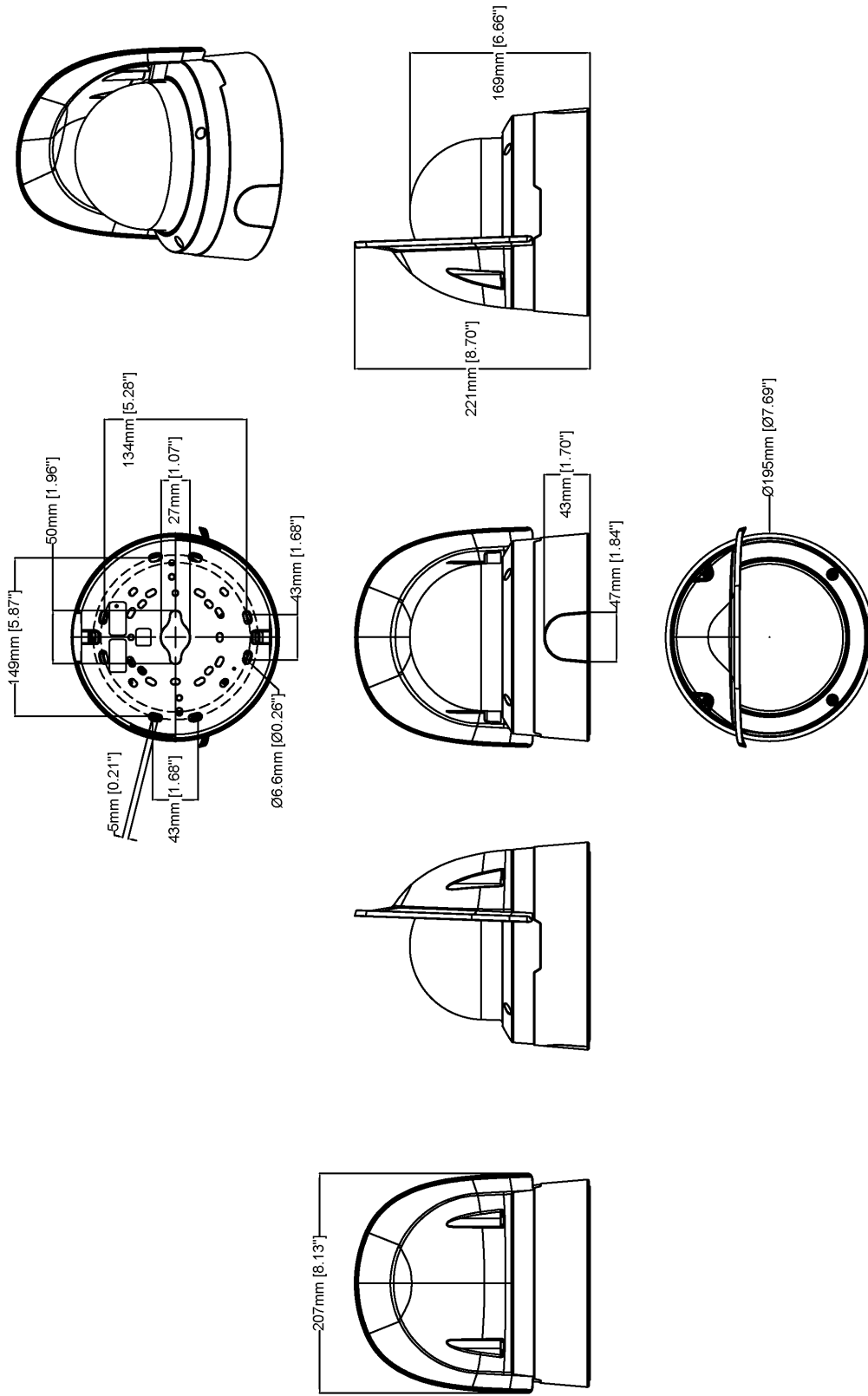
Start-up temperature: -40 °C  
Humidity 10–100% RH (condensing)

<b>Network</b>	NIST SP500-267
<b>Cybersecurity</b>	ETSI EN 303 645, FIPS 140
<b>Cybersecurity</b>	
<b>Edge security</b>	<b>Software:</b> Signed OS, brute force delay protection, digest authentication and OAuth 2.0 RFC6749 OpenID Authorization Code Flow for centralized ADFS account management, password protection, AES-XTS-Plain64 256bit SD card encryption <b>Hardware:</b> Secure boot, Axis Edge Vault with Axis device ID, signed video, secure keystore (CC EAL4+, FIPS 140-2 level 2 certified hardware protection of cryptographic operations and keys)
<b>Network security</b>	IEEE 802.1X (EAP-TLS, PEAP-MSCHAPv2) <sup>b</sup> , IEEE 802.1AE (MACsec, PSK/EAP-TLS), IEEE 802.1AR, HTTPS/HSTS <sup>b</sup> , TLS v1.2/v1.3 <sup>b</sup> , Network Time Security (NTS), X.509 Certificate PKI, host-based firewall
<b>Documentation</b>	<i>AXIS OS Hardening Guide</i> <i>Axis Vulnerability Management Policy</i> <i>Axis Security Development Model</i> AXIS OS Software Bill of Material (SBOM) To download documents, go to <a href="https://axis.com/support/cybersecurity/resources">axis.com/support/cybersecurity/resources</a> To read more about Axis cybersecurity support, go to <a href="https://axis.com/cybersecurity">axis.com/cybersecurity</a>
<b>General</b>	
<b>Casing</b>	IP66/IP67-, NEMA 4X- and IK10-rated aluminum casing Polycarbonate hard-coated dome Color: white NCS S 1002-B For repainting instructions, go to the product's support page. For information about the impact on warranty, go to <a href="https://axis.com/warranty-implication-when-repainting">axis.com/warranty-implication-when-repainting</a> .
<b>Mounting</b>	Mounting bracket with junction box holes (double-gang, single-gang, 4" square, and 4" octagon) and for wall or ceiling mount ¾" (M25) conduit side entries
<b>Power</b>	Power over Ethernet (PoE) IEEE 802.3at Type 2 Class 4 Typical 12 W, max 18 W
<b>Connectors</b>	Network: Shielded RJ45 10BASE-T/100BASE-TX/1000BASE-T PoE I/O: Terminal block for two configurable supervised inputs / digital outputs (12 V DC output, max load 50 mA) Audio: 3.5 mm analog/digital mic/line in
<b>Storage</b>	Support for microSD/microSDHC/microSDXC card Recording to network-attached storage (NAS) For SD card and NAS recommendations see <a href="https://axis.com">axis.com</a>
<b>Operating conditions</b>	-40 °C to 55 °C (-40 °F to 131 °F) Maximum temperature according to NEMA TS 2 (2.2.7): 74 °C (165 °F)

<b>Storage conditions</b>	-40 °C to 65 °C (-40 °F to 149 °F) Humidity 5–95% RH (non-condensing)
<b>Dimensions</b>	Height: 169 mm (6.7 in) ø 195 mm (7.7 in) Effective Projected Area (EPA): 0.025 m <sup>2</sup> (0.27 ft <sup>2</sup> )
<b>Weight</b>	2300 g (5.1 lb)
<b>Box content</b>	Camera, installation guide, terminal block connector, connector guard, cable gaskets, owner authentication key
<b>Optional accessories</b>	AXIS T8415 Wireless Installation Tool AXIS Surveillance Cards AXIS TQ3102 Pendant Kit AXIS TQ3101-E Pendant Kit AXIS TQ3201-E Recessed Mount AXIS T94V01C Dual Camera Mount For more accessories, go to <a href="https://axis.com/products/axis-p3827-pve#accessories">axis.com/products/axis-p3827-pve#accessories</a>
<b>System tools</b>	AXIS Site Designer, AXIS Device Manager, product selector, accessory selector, lens calculator Available at <a href="https://axis.com">axis.com</a>
<b>Languages</b>	English, German, French, Spanish, Italian, Russian, Simplified Chinese, Japanese, Korean, Portuguese, Polish, Traditional Chinese
<b>Warranty</b>	5-year warranty, see <a href="https://axis.com/warranty">axis.com/warranty</a>
<b>Part numbers</b>	Available at <a href="https://axis.com/products/axis-p3827-pve#part-numbers">axis.com/products/axis-p3827-pve#part-numbers</a>
<b>Sustainability</b>	
<b>Substance control</b>	PVC free, BFR/CFR free in accordance with JEDEC/ECA Standard JS709 RoHS in accordance with EU RoHS Directive 2011/65/EU and EN 63000:2018 REACH in accordance with (EC) No 1907/2006. For SCIP UUID, see <a href="https://axis.com/partner">axis.com/partner</a> .
<b>Materials</b>	Renewable carbon-based plastic content: 19% (biobased) Screened for conflict minerals in accordance with OECD guidelines To read more about sustainability at Axis, go to <a href="https://axis.com/about-axis/sustainability">axis.com/about-axis/sustainability</a>
<b>Environmental responsibility</b>	<a href="https://axis.com/environmental-responsibility">axis.com/environmental-responsibility</a> Axis Communications is a signatory of the UN Global Compact, read more at <a href="https://unglobalcompact.org">unglobalcompact.org</a>

- We recommend a maximum of 3 unique video streams for optimized user experience, network bandwidth, and storage utilization. A unique video stream can be served to many video clients in the network using multicast or unicast transport method via built-in stream reuse functionality.
- This product includes software developed by the OpenSSL Project for use in the OpenSSL Toolkit. ([openssl.org](https://openssl.org)), and cryptographic software written by Eric Young ([ey@cryptsoft.com](mailto:ey@cryptsoft.com)).

# Dimension drawing



Revision	v.01	Revision date	2023-02-13
Paper size	A4	Release date	2022-04-01
Created by	MIF	Scale	1:5

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**AXIS**<sup>®</sup> COMMUNICATIONS  
**AXIS P3827-PVE Panoramic Camera**

www.axis.com

## Highlighted capabilities

### AXIS Object Analytics

AXIS Object Analytics is a preinstalled, multifeatured video analytics that detects and classifies humans, vehicles, and types of vehicles. Thanks to AI-based algorithms and behavioral conditions, it analyzes the scene and their spatial behavior within – all tailored to your specific needs. Scalable and edge-based, it requires minimum effort to set up and supports various scenarios running simultaneously.

### Zipstream

The Axis Zipstream technology preserves all the important forensic in the video stream while lowering bandwidth and storage requirements by an average of 50%. Zipstream also includes three intelligent algorithms, which ensure that relevant forensic information is identified, recorded, and sent in full resolution and frame rate.

### Forensic WDR

Axis cameras with wide dynamic range (WDR) technology make the difference between seeing important forensic details clearly and seeing nothing but a blur in challenging light conditions. The difference between the darkest and the brightest spots can spell trouble for image usability and clarity. Forensic WDR effectively reduces visible noise and artifacts to deliver video tuned for maximal forensic usability.

### Horizon straightening

Horizon straightening is a feature in panoramic multisensor cameras that compensates for any physical tilt of the camera, thereby removing distortion and enabling the horizon

to be straight even though it is not in the middle of the image. All objects and lines that are vertical in real life stay vertical also in the image.

### Axis Edge Vault

Axis Edge Vault is the hardware-based cybersecurity platform that safeguards the Axis device. It forms the foundation that all secure operations depend on and offer features to protect the device's identity, safeguard its integrity and protect sensitive information from unauthorized access. For instance, **secure boot** ensures that a device can boot only with **signed OS**, which prevents physical supply chain tampering. With signed OS, the device is also able to validate new device software before accepting to install it. And the **secure keystore** is the critical building-block for protecting cryptographic information used for secure communication (IEEE 802.1X, HTTPS, Axis device ID, access control keys etc.) against malicious extraction in the event of a security breach. The secure keystore and secure connections are provided through a Common Criteria or FIPS 140 certified hardware-based cryptographic computing module.

Furthermore, signed video ensures that video evidence can be verified as untampered. Each camera uses its unique video signing key, which is securely stored in the secure keystore, to add a signature into the video stream allowing video to be traced back to the Axis camera from where it originated.

To read more about Axis Edge Vault, go to [axis.com/solutions/edge-vault](https://axis.com/solutions/edge-vault).

For more information, see [axis.com/glossary](https://axis.com/glossary)

# AXIS M4318-PLVE Panoramic Camera

## 12 MP dome with 360° view and deep learning

With a 12 MP sensor, this discreet mini dome offers excellent image quality and a complete 180° or 360° overview. Featuring a stereographic lens and Sharpdome 360, it delivers greater sharpness at the edges of the image. Built-in IR illumination with individually controllable LEDs ensures clear, reflection-free footage and excellent image quality even in low light or complete darkness. A deep learning processing unit enables unique opportunities for analytics based on deep learning. Plus, AXIS Object Analytics can detect and classify humans, vehicles, and types of vehicles. Furthermore, Axis Edge Vault protects your Axis device ID and simplifies authorization of Axis devices on your network.

- > [Complete 180° and 360° overview](#)
- > [Built-in IR with individual IR LEDs](#)
- > [Support for deep learning analytics](#)
- > [Built-in cybersecurity features](#)
- > [Digital roll for ease of installation](#)



## AXIS M4318-PLVE Panoramic Camera

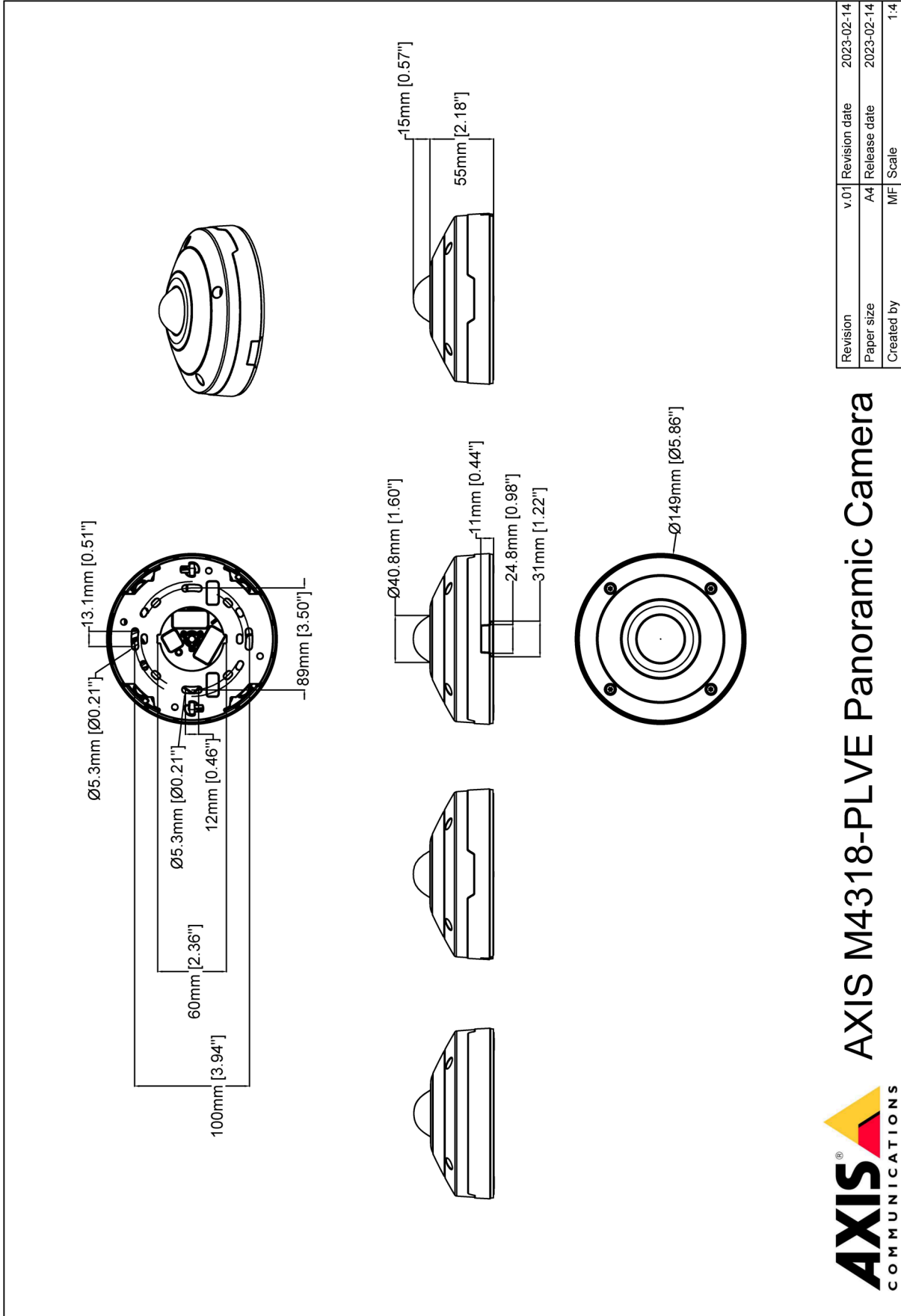
<b>Camera</b>	
<b>Image sensor</b>	1/2.3" progressive scan RGB CMOS
<b>Lens</b>	Focal length: 1.2 mm, F2.2 Horizontal field of view: 182° Vertical field of view: 182° Fixed iris, IR corrected, fixed focus
<b>Day and night</b>	Automatic IR-cut filter
<b>Minimum illumination</b>	Color: 0.19 lux at 50 IRE, F2.2 B/W: 0.04 lux at 50 IRE, F2.2 0 lux with IR illumination on
<b>Shutter speed</b>	1/8100 s to 0.5 s
<b>Camera adjustment</b>	Digital roll: ± 180°
<b>System on chip (SoC)</b>	
<b>Model</b>	ARTPEC-8
<b>Memory</b>	2048 MB RAM, 8192 MB Flash
<b>Compute capabilities</b>	Deep learning processing unit (DLPU)
<b>Video</b>	
<b>Video compression</b>	H.264 (MPEG-4 Part 10/AVC) Baseline, Main and High Profiles H.265 (MPEG-H Part 2/HEVC) Main Profile Motion JPEG
<b>Resolution</b>	Overview: 2992x2992 to 160x160 Panorama: 3840x2160 to 192x72 Double Panorama: 3584x2688 to 512x288 Quad view: 3584x2688 to 384x288 View area 1-4: 2048x1536 to 256x144 Corner right and left: 3200x1200 to 192x72 Double corner: 2880x2880 to 384x288 Corridor: 2560x1920 to 256x144
<b>Frame rate</b>	360° overview only up to max resolution without WDR: 25/30 fps @ 50/60 Hz 360° overview and 4 dewarped views up to max resolution with WDR: up to 25/20 fps @ 50/60 Hz
<b>Video streaming</b>	Multiple, individually configurable streams in H.264, H.265 and Motion JPEG Axis Zipstream technology in H.264 and H.265 Controllable frame rate and bandwidth VBR/ABR/MBR H.264/H.265 Video streaming indicator
<b>WDR</b>	Forensic WDR: Up to 120 dB depending on scene
<b>Noise reduction</b>	Spatial filter (2D noise reduction) Temporal filter (3D noise reduction)
<b>Image settings</b>	Saturation, contrast, brightness, sharpness, local contrast, tone mapping, white balance, day/night threshold, exposure mode, exposure zones, compression, mirroring, dynamic text and image overlay, polygon privacy mask
<b>Image processing</b>	Axis Zipstream, Forensic WDR, Lightfinder, OptimizedIR
<b>Pan/Tilt/Zoom</b>	Digital PTZ of view areas, digital PT of panorama, corner, corridor and quad views, preset positions, guard tours
<b>Audio</b>	
<b>Audio features</b>	Network speaker pairing
<b>Audio input/output</b>	Audio features through portcast technology: two-way audio connectivity, voice enhancer
<b>Network</b>	
<b>Network protocols</b>	IPv4, IPv6, USGv6, ICMPv4/ICMPv6, HTTP, HTTPS <sup>a</sup> , HTTP/2, TLS <sup>a</sup> , QoS Layer 3 DiffServ, FTP, SFTP, CIFS/SMB, SMTP, mDNS (Bonjour), UPnP <sup>b</sup> , SNMP v1/v2c/v3 (MIB-II), DNS/DNSv6, DDNS, NTP, NTS, RTSP, RTP, SRTP/RTSPS, TCP, UDP, IGMPv1/v2/v3, RTCP, DHCPv4/v6, SSH, LLDP, CDP, MQTT v3.1.1, Syslog, Link-Local address (ZeroConf), IEEE 802.1X (EAP-TLS), IEEE 802.1AR
<b>System integration</b>	
<b>Application Programming Interface</b>	Open API for software integration, including VAPIX <sup>®</sup> , metadata and AXIS Camera Application Platform (ACAP); specifications at <a href="https://axis.com/developer-community">axis.com/developer-community</a> . One-click cloud connection
	ONVIF <sup>®</sup> Profile G, ONVIF <sup>®</sup> Profile M, ONVIF <sup>®</sup> Profile S, and ONVIF <sup>®</sup> Profile T, specification at <a href="https://onvif.org">onvif.org</a> Support for Session Initiation Protocol (SIP) for integration with Voice over IP (VoIP) systems, peer to peer or integrated with SIP/PBX.
<b>Video management systems</b>	Compatible with AXIS Camera Station Edge, AXIS Camera Station Pro, AXIS Camera Station 5, and video management software from Axis' partners available at <a href="https://axis.com/vms">axis.com/vms</a> .
<b>Onscreen controls</b>	Privacy masks IR illumination Media clip
<b>Event conditions</b>	Device status: above operating temperature, above or below operating temperature, below operating temperature, casing open, IP address removed, live stream active, network lost, new IP address, system ready, within operating temperature Edge storage: recording ongoing, storage disruption, storage health issues detected I/O: digital input is active, digital output is active, manual trigger, virtual input is active MQTT: stateless Scheduled and recurring: schedule Video: average bitrate degradation, day-night mode, tampering
<b>Event actions</b>	Day-night mode: use while the rule is active I/O: toggle once, toggle while the rule is active Illumination: use lights, use lights while the rule is active Images: FTP, HTTP, HTTPS, SFTP, email and network share MQTT: publish Notification: HTTP, HTTPS, TCP and email Overlay text: use, use while the rule is active Recordings: record video, record video while the rule is active SNMP trap messages: send, send while the rule is active Status LED: flash, flash while the rule is active Video clips: FTP, HTTP, HTTPS, SFTP, email and network share WDR mode: set, set while the rule is active
<b>Built-in installation aids</b>	Pixel counter, level grid, digital roll
<b>Analytics</b>	
<b>Applications</b>	<b>Included</b> AXIS Object Analytics, AXIS Scene Metadata, AXIS Video Motion Detection, active tampering alarm <b>Supported</b> Support for AXIS Camera Application Platform enabling installation of third-party applications, see <a href="https://axis.com/acap">axis.com/acap</a>
<b>AXIS Object Analytics</b>	<b>Object classes:</b> humans, vehicles (types: cars, buses, trucks, bikes) <b>Scenarios:</b> line crossing, object in area, crossline counting, occupancy in area <sup>BETA</sup> Up to 10 scenarios <b>Other features:</b> triggered objects visualized with trajectories, color-coded bounding boxes and tables Polygon include/exclude areas ONVIF Motion Alarm event
<b>AXIS Scene Metadata</b>	<b>Object classes:</b> humans, faces, vehicles (types: cars, buses, trucks, bikes) <b>Object attributes:</b> vehicle color, confidence, position
<b>Approvals</b>	
<b>Product markings</b>	CSA, UL/cUL, BIS, UKCA, CE, KC
<b>Supply chain</b>	TAA compliant
<b>EMC</b>	EN 55035, EN 55032 Class A, EN 50121-4, EN 61000-6-1, EN 61000-6-2, EN 61547 <b>Australia/New Zealand:</b> RCM AS/NZS CISPR 32 Class A <b>Canada:</b> ICES-3(A)/NMB-3(A) <b>Japan:</b> VCCI Class A <b>Korea:</b> KS C 9835, KS C 9832 Class A <b>USA:</b> FCC Part 15 Subpart B Class A <b>Railway:</b> IEC 62236-4
<b>Safety</b>	IEC/EN/UL 62368-1 ed. 3, CAN/CSA C22.2 No. 62368-1 ed. 3, IEC/EN 62471 risk group exempt, UN ECE R118, IS 13252
<b>Environment</b>	IEC 60068-2-1, IEC 60068-2-2, IEC 60068-2-6, IEC 60068-2-14, IEC 60068-2-27, IEC 60068-2-78, IEC/EN 62262 IK10, IEC/EN 60529 IP66, ISO 4892-2, NEMA 250 Type 4X, NEMA TS 2 (2.2.7-2.2.9), ISO 21207 (Method B)

<b>Network</b>	NIST SP500-267
<b>Cybersecurity</b>	ETSI EN 303 645
<b>Cybersecurity</b>	
<b>Edge security</b>	<p><b>Software:</b> Signed OS, brute force delay protection, digest authentication and OAuth 2.0 RFC6749 OpenID Authorization Code Flow for centralized ADFS account management, password protection, AES-XTS-Plain64 256bit SD card encryption</p> <p><b>Hardware:</b> Axis Edge Vault cybersecurity platform</p> <p>Secure element (CC EAL 6+), system-on-chip security (TEE), Axis device ID, secure keystore, signed video, secure boot, encrypted filesystem (AES-XTS-Plain64 256bit)</p>
<b>Network security</b>	IEEE 802.1X (EAP-TLS, PEAP-MSCHAPv2) <sup>a</sup> , IEEE 802.1AE (MACsec PSK/EAP-TLS), IEEE 802.1AR, HTTPS/HSTS <sup>a</sup> , TLS v1.2/v1.3 <sup>a</sup> , Network Time Security (NTS), X.509 Certificate PKI, host-based firewall
<b>Documentation</b>	<p><i>AXIS OS Hardening Guide</i></p> <p><i>Axis Vulnerability Management Policy</i></p> <p><i>Axis Security Development Model</i></p> <p>AXIS OS Software Bill of Material (SBOM)</p> <p>To download documents, go to <a href="https://axis.com/support/cybersecurity/resources">axis.com/support/cybersecurity/resources</a></p> <p>To read more about Axis cybersecurity support, go to <a href="https://axis.com/cybersecurity">axis.com/cybersecurity</a></p>
<b>General</b>	
<b>Casing</b>	IP66-, NEMA 4X- and IK10-rated Polycarbonate hard-coated dome Aluminum Color: white NCS S 1002-B Repaintable skin cover accessory
<b>Mounting</b>	Mounting bracket with junction box holes (double-gang, single-gang, and 4" octagon) 1/4"-20 UNC tripod screw thread
<b>Power</b>	Power over Ethernet (PoE) IEEE 802.3af/802.3at Type 1 Class 3 Typical 6.4 W, max 12.95 W
<b>Connectors</b>	Network: Shielded RJ45 10BASE-T/100BASE-TX PoE I/O: Terminal block for 1 supervised alarm input and 1 output (12 VDC output, max. load 25 mA) Audio: Audio and I/O connectivity via portcast technology
<b>IR illumination</b>	Optimized IR with power-efficient, long-life 850 nm IR LEDs Range of reach 15 m (49.2 ft) depending on the scene
<b>Storage</b>	Support for microSD/microSDHC/microSDXC card Recording to network-attached storage (NAS) For SD card and NAS recommendations see <a href="https://axis.com">axis.com</a>
<b>Operating conditions</b>	-40 °C to 50 °C (-40 °F to 122 °F) Start-up temperature: -30 °C

	Humidity 10-100% RH (condensing)
<b>Storage conditions</b>	-40 °C to 65 °C (-40 °F to 149 °F) Humidity 5-95% RH (non-condensing)
<b>Dimensions</b>	Height: 70 mm (2.7 in) ø 149 mm (5.9 in) Effective Projected Area (EPA): 0.0076 m <sup>2</sup> (0.025 ft <sup>2</sup> )
<b>Weight</b>	860 g (1.9 lb)
<b>Box content</b>	Camera, installation guide, terminal block connector, connector guard, cable gaskets, cable hole lid, owner authentication key
<b>Optional accessories</b>	AXIS T8415 Wireless Installation Tool, AXIS T94T02D Pendant kit, AXIS TM3814 Skin Cover Black, AXIS TM3204 Recessed Mount, AXIS TM3206 Recessed Mount, AXIS Mounts and Cabinets, AXIS Surveillance Cards For more accessories, go to <a href="https://axis.com/products/axis-m4318-plve#accessories">axis.com/products/axis-m4318-plve#accessories</a>
<b>System tools</b>	AXIS Site Designer, AXIS Device Manager, product selector, accessory selector, lens calculator Available at <a href="https://axis.com">axis.com</a>
<b>Languages</b>	English, German, French, Spanish, Italian, Russian, Simplified Chinese, Japanese, Korean, Portuguese, Polish, Traditional Chinese, Dutch, Czech, Swedish, Finnish, Turkish, Thai, Vietnamese
<b>Warranty</b>	5-year warranty, see <a href="https://axis.com/warranty">axis.com/warranty</a>
<b>Part numbers</b>	Available at <a href="https://axis.com/products/axis-m4318-plve#part-numbers">axis.com/products/axis-m4318-plve#part-numbers</a>
<b>Sustainability</b>	
<b>Substance control</b>	PVC free, BFR/CFR free in accordance with JEDEC/ECA Standard JS709 RoHS in accordance with EU RoHS Directive 2011/65/EU and EN 63000:2018 REACH in accordance with (EC) No 1907/2006. For SCIP UUID, see <a href="https://axis.com/partner">axis.com/partner</a> .
<b>Materials</b>	Renewable carbon-based plastic content: 29.6% (bio-based) Screened for conflict minerals in accordance with OECD guidelines To read more about sustainability at Axis, go to <a href="https://axis.com/about-axis/sustainability">axis.com/about-axis/sustainability</a>
<b>Environmental responsibility</b>	<a href="https://axis.com/environmental-responsibility">axis.com/environmental-responsibility</a> Axis Communications is a signatory of the UN Global Compact, read more at <a href="https://unglobalcompact.org">unglobalcompact.org</a>

- a. This product includes software developed by the OpenSSL Project for use in the OpenSSL Toolkit. ([openssl.org](https://openssl.org)), and cryptographic software written by Eric Young ([ey@cryptsoft.com](mailto:ey@cryptsoft.com)).

# Dimension drawing



Revision	v.01	Revision date	2023-02-14
Paper size	A4	Release date	2023-02-14
Created by	MF	Scale	1:4

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## Highlighted capabilities

### AXIS Object Analytics

AXIS Object Analytics is a preinstalled, multifeatured video analytics that detects and classifies humans, vehicles, and types of vehicles. Thanks to AI-based algorithms and behavioral conditions, it analyzes the scene and their spatial behavior within – all tailored to your specific needs. Scalable and edge-based, it requires minimum effort to set up and supports various scenarios running simultaneously.

### Axis Edge Vault

Axis Edge Vault is the hardware-based cybersecurity platform that safeguards the Axis device. It forms the foundation that all secure operations depend on and offer features to protect the device's identity, safeguard its integrity and protect sensitive information from unauthorized access. For instance, **secure boot** ensures that a device can boot only with **signed OS**, which prevents physical supply chain tampering. With signed OS, the device is also able to validate new device software before accepting to install it. And the **secure keystore** is the critical building-block for protecting cryptographic information used for secure communication (IEEE 802.1X, HTTPS, Axis device ID, access control keys etc.) against malicious extraction in the event of a security breach. The secure keystore and secure connections are provided through a Common Criteria or FIPS 140 certified hardware-based cryptographic computing module.

Furthermore, signed video ensures that video evidence can be verified as untampered. Each camera uses its unique video signing key, which is securely stored in the secure keystore, to add a signature into the video stream allowing video to be traced back to the Axis camera from where it originated.

To read more about Axis Edge Vault, go to [axis.com/solutions/edge-vault](https://axis.com/solutions/edge-vault).

### Lightfinder

The Axis Lightfinder technology delivers high-resolution, full-color video with a minimum of motion blur even in near darkness. Because it strips away noise, Lightfinder makes dark areas in a scene visible and captures details in very low light. Cameras with Lightfinder discern color in low light better than the human eye. In surveillance, color may be the critical factor to identify a person, an object, or a vehicle.

### OptimizedIR

Axis OptimizedIR provides a unique and powerful combination of camera intelligence and sophisticated LED technology, resulting in our most advanced camera-integrated IR solutions for complete darkness. In our pan-tilt-zoom (PTZ) cameras with OptimizedIR, the IR beam automatically adapts and becomes wider or narrower as the camera zooms in and out to make sure that the entire field of view is always evenly illuminated.

### Zipstream

The Axis Zipstream technology preserves all the important forensic in the video stream while lowering bandwidth and storage requirements by an average of 50%. Zipstream also includes three intelligent algorithms, which ensure that relevant forensic information is identified, recorded, and sent in full resolution and frame rate.

For more information, see [axis.com/glossary](https://axis.com/glossary)

# AXIS M3125-LVE Dome Camera

## AI-powered 2 MP turret style camera

This AI-powered camera offers flexible installation both indoors and outdoors. With a turret-style design, it suppresses light reflections and delivers great 2 MP image quality and usability. And OptimizedIR allows for surveillance in complete darkness. It comes preinstalled with AXIS Object Analytics to detect, classify, track and count objects like humans and vehicles. Furthermore, Axis Edge Vault, a hardware-based cybersecurity platform, safeguards the device and offers FIPS 140-3 Level 3 certified secure key storage and operations. This weatherproof camera is IP66-rated and has an operating temperature range from -30 °C to 50 °C (-22 °F to 122 °F).

- > **Great image quality in 2 MP**
- > **WDR, Lightfinder, and OptimizedIR**
- > **Available in black or white**
- > **AI-based video analytics**
- > **Built-in cybersecurity with Axis Edge Vault**



# AXIS M3125-LVE Dome Camera

<b>Variants</b>	Black White	<b>System integration</b>	
<b>Camera</b>		<b>Application Programming Interface</b>	Open API for software integration, including VAPIX®, metadata and AXIS Camera Application Platform (ACAP); specifications at <a href="https://axis.com/developer-community">axis.com/developer-community</a> . One-click cloud connection ONVIF® Profile G, ONVIF® Profile M, ONVIF® Profile S, and ONVIF® Profile T, specifications at <a href="https://onvif.org">onvif.org</a>
<b>Image sensor</b>	1/2.8" progressive scan RGB CMOS Pixel size 2.9 µm	<b>Video management systems</b>	Compatible with AXIS Camera Station Edge, AXIS Camera Station Pro, AXIS Camera Station 5, and video management software from Axis' partners available at <a href="https://axis.com/vms">axis.com/vms</a> .
<b>Lens</b>	2.9 mm, F2.0 Horizontal field of view: 110° Vertical field of view: 60° Minimum focus distance: 0.5 m (1.6 ft) M12 mount, fixed iris, IR corrected	<b>Onscreen controls</b>	Day/night shift Wide dynamic range IR illumination Privacy masks Media clip Heater
<b>Day and night</b>	Automatic IR-cut filter	<b>Edge-to-edge</b>	Speaker pairing
<b>Minimum illumination</b>	Color: 0.15 lux at 50 IRE, F1.2 B/W: 0.03 lux at 50 IRE, F1.2 0 lux with IR illumination on	<b>Event conditions</b>	Device status: above/below/within operating temperature, IP address blocked, IP address removed, live stream active, network lost, new IP address, system ready Edge storage: recording ongoing, storage disruption, storage health issues detected I/O: manual trigger, virtual input is active MQTT: stateless Scheduled and recurring: schedule Video: average bitrate degradation, day-night mode, tampering
<b>Shutter speed</b>	1/25000 s to 2 s	<b>Event actions</b>	Day-night mode: use day-night mode while the rule is active Illumination: use lights, use lights while the rule is active LEDs: flash status LED, flash status LED while the rule is active MQTT: send MQTT publish message Notification: HTTP, HTTPS, TCP and email Overlay text: use, use while the rule is active Recordings: record video, record video while the rule is active Security: erase configuration SNMP traps: send, send while the rule is active Upload of images or video clips: FTP, SFTP, HTTP, HTTPS, network share and email WDR mode: set, set while the rule is active
<b>Camera adjustment</b>	Pan ±180°, tilt 0 to 60°, rotation ±95°	<b>Built-in installation aids</b>	Pixel counter, level grid
<b>System on chip (SoC)</b>		<b>Analytics</b>	
<b>Model</b>	CV25	<b>Applications</b>	<b>Included</b> AXIS Object Analytics, AXIS Scene Metadata, AXIS Live Privacy Shield <sup>c</sup> , AXIS Video Motion Detection, active tampering alarm <b>Supported</b> Support for AXIS Camera Application Platform enabling installation of third-party applications, see <a href="https://axis.com/acap">axis.com/acap</a>
<b>Memory</b>	1024 MB RAM, 512 MB Flash	<b>AXIS Object Analytics</b>	<b>Object classes:</b> humans, vehicles (types: cars, buses, trucks, bikes, other) <b>Scenarios:</b> line crossing, object in area, time in area, crossline counting, occupancy in area, motion in area, motion line crossing Up to 10 scenarios <b>Other features:</b> triggered objects visualized with color-coded bounding boxes Polygon include/exclude areas Perspective configuration ONVIF Motion Alarm event
<b>Compute capabilities</b>	Deep learning processing unit (DLPU)	<b>AXIS Scene Metadata</b>	<b>Object classes:</b> humans, faces, vehicles (types: cars, buses, trucks, bikes), license plates <b>Object attributes:</b> vehicle color, upper/lower clothing color, confidence, position
<b>Video</b>		<b>Approvals</b>	
<b>Video compression</b>	H.264 (MPEG-4 Part 10/AVC) Main and High Profiles H.265 (MPEG-H Part 2/HEVC) Main Profile Motion JPEG	<b>Product markings</b>	CSA, UL/cUL, BIS, CE, KC, EAC, VCCI, RCM, BSMI
<b>Resolution</b>	1920x1080 to 160x90	<b>Supply chain</b>	TAA compliant
<b>Frame rate</b>	Up to 50/60 fps (50/60 Hz) with H.264 and H.265 <sup>a</sup> in all resolutions	<b>EMC</b>	EN 55024, EN 55035, EN 55032 Class A, EN 61000-6-1, EN 61000-6-2 <b>Australia/New Zealand:</b> RCM AS/NZS CISPR 32 Class A <b>Canada:</b> ICES(A)/NMB(A) <b>Japan:</b> VCCI Class A <b>Korea:</b> KC KN35, KC KN32 Class A, KS C 9835, KS C 9832 Class A <b>USA:</b> FCC Part 15 Subpart B Class A
<b>Video streaming</b>	Multiple, individually configurable streams in H.264, H.265 and Motion JPEG Axis Zipstream technology in H.264 and H.265 Controllable frame rate and bandwidth VBR/ABR/MBR H.264/H.265		
<b>Signal-to-noise ratio</b>	>55 dB		
<b>WDR</b>	Up to 110 dB depending on scene		
<b>Multi-view streaming</b>	2 individually cropped out view areas		
<b>Image settings</b>	Saturation, contrast, brightness, sharpness, white balance, day/night threshold, local contrast, exposure mode, exposure zones, compression, rotation: 0°, 90°, 180°, 270° including corridor format, mirroring, text and image overlay, dynamic text and image overlay, privacy masks, polygon privacy mask		
<b>Image processing</b>	WDR, Lightfinder, OptimizedIR		
<b>Pan/Tilt/Zoom</b>	Digital PTZ		
<b>Audio</b>			
<b>Audio features</b>	Voice enhancer through portcast technology Speaker pairing		
<b>Audio streaming</b>	Two-way (full duplex)		
<b>Audio input</b>	Input through portcast technology		
<b>Audio output</b>	Output through speaker pairing or portcast technology		
<b>Audio encoding</b>	AAC-LC 8/16/32/48 kHz, G.711 PCM 8 kHz, G.726 ADPCM 8 kHz, Opus 8/16/48 kHz, LPCM 48 kHz Configurable bitrate		
<b>Network</b>			
<b>Network protocols</b>	IPv4, IPv6 USGv6, ICMPv4/ICMPv6, HTTP, HTTPS <sup>b</sup> , HTTP/2, TLS <sup>b</sup> , QoS Layer 3 DiffServ, FTP, SFTP, CIFS/SMB, SMTP, mDNS (Bonjour), UPnP <sup>®</sup> , SNMP v1/v2c/v3 (MIB-II), DNS/DNSv6, DDNS, NTP, NTS, RTSP, RTP, SRTP/RTSPS, TCP, UDP, IGMPv1/v2/v3, RTCP, ICMP, DHCPv4/v6, ARP, SSH, LLDP, CDP, MQTT v3.1.1, Secure syslog (RFC 3164/5424, UDP/TCP/TLS), Link-Local address (ZeroConf)		

<b>Safety</b>	IEC/EN/UL 62368-1 ed. 3, IEC/EN 62471 risk group exempt, UL 60950-22, IS 13252
<b>Environment</b>	IEC 60068-2-1, IEC 60068-2-2, IEC 60068-2-6, IEC 60068-2-14, IEC 60068-2-27, IEC 60068-2-78, IEC/EN 60529 IP66, IEC/EN 62262 IK08, NEMA 250 Type 4X
<b>Network</b>	NIST SP500-267
<b>Cybersecurity</b>	ETSI EN 303 645
<b>Cybersecurity</b>	
<b>Edge security</b>	<p><b>Software:</b> Signed firmware, brute force delay protection, digest authentication and OAuth 2.0 RFC6749 OpenID Authorization Code Flow for centralized ADFS account management, password protection</p> <p><b>Hardware:</b> Axis Edge Vault cybersecurity platform Secure element (CC EAL 6+, FIPS 140-3 Level 3), system-on-chip security (TEE), Axis device ID, secure keystore, signed video, secure boot, encrypted filesystem (AES-XTS-Plain64 256bit)</p>
<b>Network security</b>	IEEE 802.1X (EAP-TLS, PEAP-MSCHAPv2) <sup>D</sup> , IEEE 802.1AE (MACsec PSK/EAP-TLS),
<b>Documentation</b>	<p><i>AXIS OS Hardening Guide</i>  <i>Axis Vulnerability Management Policy</i>  <i>Axis Security Development Model</i>            AXIS OS Software Bill of Material (SBOM)            To download documents, go to <a href="https://axis.com/support/cybersecurity/resources">axis.com/support/cybersecurity/resources</a>            To read more about Axis cybersecurity support, go to <a href="https://axis.com/cybersecurity">axis.com/cybersecurity</a></p>
<b>General</b>	
<b>Casing</b>	IP66-, NEMA 4X- and IK08-rated Polycarbonate hard-coated window Plastic casing Color: white NCS S 1002-B, black NCS S 9000-N For repainting instructions, go to the product's support page. For information about the impact on warranty, go to <a href="https://axis.com/warranty-implication-when-repainting">axis.com/warranty-implication-when-repainting</a> .
<b>Power</b>	Power over Ethernet (PoE) IEEE 802.3af/802.3at Type 1 Class 3 Typical 3.7 W, max 10.5 W Features: power meter
<b>Connectors</b>	Network: RJ45 10BASE-T/100BASE-TX PoE
<b>IR illumination</b>	OptimizedIR with power-efficient, long-life 850 nm IR LEDs Range of reach 20 m (65 ft) or more depending on the scene
<b>Storage</b>	Support for microSD/microSDHC/microSDXC card Support for SD card encryption (AES-XTS-Plain64 256bit) Recording to network-attached storage (NAS) For SD card and NAS recommendations see <a href="https://axis.com">axis.com</a>
<b>Operating conditions</b>	Temperature: -30 °C to 50 °C (-22 °F to 122 °F) Maximum temperature according to NEMA TS 2 (2.2.7): 74 °C (165 °F)

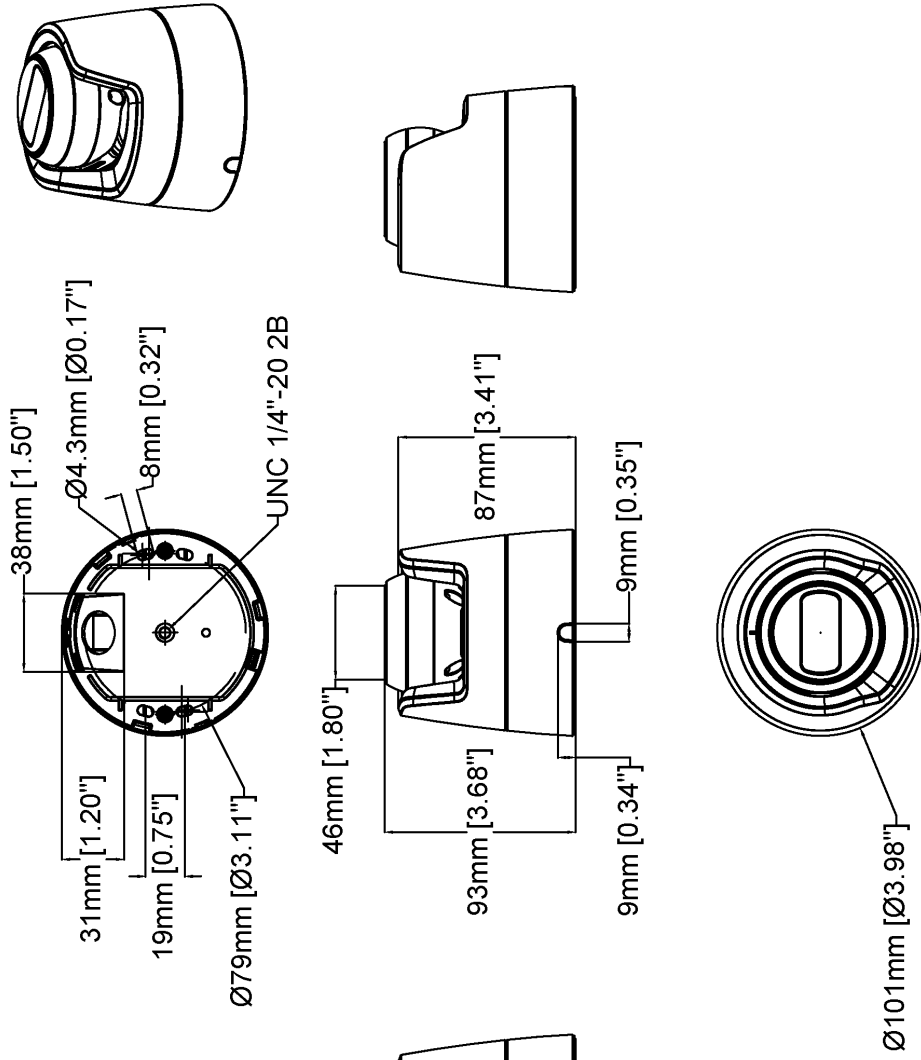
	Humidity: 10–100% RH (non-condensing)
<b>Storage conditions</b>	Temperature: -40 °C to 65 °C (-40 °F to 149 °F) Humidity: 5–95% RH (non-condensing)
<b>Dimensions</b>	For the overall product dimensions, see the dimension drawing in this datasheet. Effective Projected Area (EPA): 0.008 m <sup>2</sup> (0.03 ft <sup>2</sup> )
<b>Weight</b>	390 g (0.9 lb)
<b>Box content</b>	Camera, installation guide, connector guard, cable gaskets, owner authentication key
<b>Optional accessories</b>	AXIS TM3212 Recessed Mount, AXIS TM3213 Recessed Mount, AXIS TM3824-E Weathershield, AXIS T94B01P Conduit Back Box, AXIS T94B02D Pendant Kit AXIS T8415 Wireless Installation Tool AXIS Surveillance Cards For more accessories, go to <a href="https://axis.com/products/axis-m3125-lve#accessories">axis.com/products/axis-m3125-lve#accessories</a>
<b>System tools</b>	AXIS Site Designer, AXIS Device Manager, product selector, accessory selector, lens calculator Available at <a href="https://axis.com">axis.com</a>
<b>Languages</b>	English, German, French, Spanish, Italian, Russian, Simplified Chinese, Japanese, Korean, Portuguese, Polish, Traditional Chinese, Dutch, Czech, Swedish, Finnish, Turkish, Thai, Vietnamese
<b>Warranty</b>	5-year warranty, see <a href="https://axis.com/warranty">axis.com/warranty</a>
<b>Part numbers</b>	Available at <a href="https://axis.com/products/axis-m3125-lve#part-numbers">axis.com/products/axis-m3125-lve#part-numbers</a>
<b>Sustainability</b>	
<b>Substance control</b>	PVC free RoHS in accordance with EU RoHS Directive 2011/65/EU/ and 2015/863, and standard EN IEC 63000:2018 REACH in accordance with (EC) No 1907/2006. For SCIP UUID, see <a href="https://echa.europa.eu">echa.europa.eu</a>
<b>Materials</b>	Renewable carbon-based plastic content: 49% (recycled: 6%, bio-based: 43%) Screened for conflict minerals in accordance with OECD guidelines To read more about sustainability at Axis, go to <a href="https://axis.com/about-axis/sustainability">axis.com/about-axis/sustainability</a>
<b>Environmental responsibility</b>	<a href="https://axis.com/environmental-responsibility">axis.com/environmental-responsibility</a> Axis Communications is a signatory of the UN Global Compact, read more at <a href="https://unglobalcompact.org">unglobalcompact.org</a>

- a. *Reduced frame rate in Motion JPEG*
- b. *This product includes software developed by the OpenSSL Project for use in the OpenSSL Toolkit. (openssl.org), and cryptographic software written by Eric Young (eay@cryptsoft.com).*
- c. *Available for download*

## Detect, Observe, Recognize, Identify (DORI)

	DORI definition	Distance
Detect	25 px/m (8 px/ft)	40 m (131 ft)
Observe	63 px/m (19 px/ft)	15.9 m (52.2 ft)
Recognize	125 px/m (38 px/ft)	8 m (26 ft)
Identify	250 px/m (76 px/ft)	4 m (13 ft)

The DORI values are calculated using pixel densities for different use cases as recommended by the EN-62676-4 standard. The calculations use the center of the image as the reference point and consider lens distortion. The possibility to recognize or identify a person or object depends on factors such as object motion, video compression, lighting conditions, and camera focus. Use margins when planning. The pixel density varies across the image, and the calculated values can differ from the distances in the real world.



Revision	v.01	Revision date	2024-06-04
Paper size	A4	Release date	2024-06-04
Created by	MS	Scale	1:3

## Highlighted capabilities

### AXIS Object Analytics

AXIS Object Analytics is a preinstalled, multifeatured video analytics that detects and classifies humans, vehicles, and types of vehicles. Thanks to AI-based algorithms and behavioral conditions, it analyzes the scene and their spatial behavior within – all tailored to your specific needs. Scalable and edge-based, it requires minimum effort to set up and supports various scenarios running simultaneously.

### Axis Edge Vault

Axis Edge Vault is the hardware-based cybersecurity platform that safeguards the Axis device. It forms the foundation that all secure operations depend on and offer features to protect the device's identity, safeguard its integrity and protect sensitive information from unauthorized access. For instance, **secure boot** ensures that a device can boot only with **signed OS**, which prevents physical supply chain tampering. With signed OS, the device is also able to validate new device software before accepting to install it. And the **secure keystore** is the critical building-block for protecting cryptographic information used for secure communication (IEEE 802.1X, HTTPS, Axis device ID, access control keys etc.) against malicious extraction in the event of a security breach. The secure keystore and secure connections are

provided through a Common Criteria or FIPS 140 certified hardware-based cryptographic computing module.

To read more about Axis Edge Vault, go to [axis.com/solutions/edge-vault](https://axis.com/solutions/edge-vault).

### OptimizedIR

Axis OptimizedIR provides a unique and powerful combination of camera intelligence and sophisticated LED technology, resulting in our most advanced camera-integrated IR solutions for complete darkness. In our pan-tilt-zoom (PTZ) cameras with OptimizedIR, the IR beam automatically adapts and becomes wider or narrower as the camera zooms in and out to make sure that the entire field of view is always evenly illuminated.

### Zipstream

The Axis Zipstream technology preserves all the important forensic in the video stream while lowering bandwidth and storage requirements by an average of 50%. Zipstream also includes three intelligent algorithms, which ensure that relevant forensic information is identified, recorded, and sent in full resolution and frame rate.



**COMPLEX**  
SECURITY SOLUTIONS INC.  
5100 S. Calhoun Road  
New Berlin, WI 53151  
(262) 207-4099  
sales@cplexsolutions.com

## Estimate

ESTIMATE#	1056681704
DATE	12/05/2024
PO#	

### CUSTOMER

Pewaukee Library  
210 Main St  
Pewaukee Wisconsin 53072-3531  
(262) 746-0920

### SERVICE LOCATION

Pewaukee Library  
210 Main St  
Pewaukee Wisconsin 53072-3531  
(262) 746-0920

### DESCRIPTION

Pewaukee Library Camera Replacement and Camera Station Installation - 1/29/2024

Scope of work:

- Replacing 1 interior cameras like for like
- Replacing 3 Exterior Cameras
- Adding 1 exterior camera
- Axis Camera Station Server
- Programming

5 YEAR WARRANTY ON ALL AXIS CAMERAS  
1 YEAR WARRANTY ON COMPLEX LABOR  
UNLIMITED TRAINING AND REMOTE SUPPORT INCLUDED

## Estimate

*17 to 16 cameras.  
12-Interior  
4-Exterior*

Description	Qty	Rate	Total
<b>Interior Camera Replacements (12 Cameras) - Server, Training, Labor, Programming</b>			14,039.84
AXIS M3125-LVE Network Camera	11.00	344.99	3,794.89
AXIS M4318-PLVE Network Camera <i>2 lobby cameras to 1 panoramic camera</i>	1.00	899.99	899.99
AXIS Core License	2.00	89.99	179.98
AXIS S2216 Network Video Recorder	1.00	3,999.99	3,999.99
8TB Hard Drive	1.00	219.99	219.99
Service Technician Installation	43.00	115.00	4,945.00
<b>Exterior Camera Install (1 New, 3 Replacements) - Labor, Network Cable, Programming</b>			5,894.94
AXIS P3827-PVE Network Camera <i>2 parking lot cameras to 1 panoramic camera</i>	1.00	1,449.99	1,449.99

Description	Qty	Rate	Total
AXIS M3125-LVE Network Camera <i>*1 new camera for back parking lot.</i>	3.00	399.99	1,199.97
Miscellaneous Parts Including Conduit, Wire, Junction Boxes, Door Contacts	1.00	149.99	149.99
Network Cabling	1.00	334.99	334.99
Service Technician Installation	24.00	115.00	2,760.00

**CUSTOMER MESSAGE**

**Estimate Total:**

**\$19,934.78**

**PRE-WORK SIGNATURE**

Signed By:

# 35 SERIES

## HC35W43R3

## HC35W45R3

## HC35W48R3

3MP/5MP/8MP IP WDR IR Rugged Mini Dome Camera



OPERATIONAL	
Video Standard	NTSC / PAL
Scanning System	Progressive
Image Sensor	HC35W43R3: 1/2.7" CMOS HC35W45R3/HC35W48R3: 1/2.8" CMOS
Sensor Size (H x V)	HC35W43R3: 4.608 mm x 2.592 mm HC35W45R3: 5.184 mm x 3.888 mm HC35W48R3: 5.568 mm x 3.132 mm
Number Of Pixels(H x V)	HC35W43R3: 2304 x 1296 HC35W45R3: 2592 x 1944 HC35W48R3: 3840 x 2160
Minimum Illumination (Color/BW)	HC35W43R3: 0.005 Lux / F1.6 (Color,30 IRE), 0 Lux / F1.6 (IR ON) HC35W45R3: 0.007 Lux / F2.0 (Color,30 IRE), 0 Lux / F2.0 (IR ON) HC35W48R3: 0.009 Lux / F2.0 (Color,30 IRE), 0 Lux / F2.0 (IR ON)
S/N Ratio	50 dB
Electronic Shutter Speed	1/8 ~ 1/32,000
IR Distance	up to 40 M
IR Light Control	Smart IR (Auto/Manual)/OFF
IR Light Number	2
Day/Night	Auto (ICR) / Color / BW
Backlight Compensation	WDR, BLC, HLC
White Balance	Auto / Tungsten / Fluorescent / Daylight / Shadow / Manual
Gain Control	0-100%
Wide Dynamic Range	120 dB
Noise Reduction	2D / 3D DNR
Lens	HC35W43R3: 2.8 mm Fixed Iris, F1.6 HC35W45R3/HC35W48R3: 2.8 mm, Fixed Iris, F2.0
Angle Of View	HC35W43R3: H:88°, V:47° HC35W45R3: H:93°, V:68° HC35W48R3: H:100°, V:54°
Privacy Masking	Off / On (4 Areas)
Defog	HC35W43R3: Not supported HC35W45R3/HC35W48R3: Supported
Local Storage	Micro SD (up to 256 GB)
Alarm Inputs/Outputs	HC35W43R3: Not supported HC35W45R3/HC35W48R3: 1 In / 1 Out
Pan Range	0°-330°
Tilt Range	0°-75°
Rotation Range	0°-337°

\*For detailed information about frame rate and bit rate, please refer to the User Guide.

\*\*Some development may be required in specific user cases to support some of these protocols in the field as they mature over time.

VIDEO		
Video Compression	H.265 HEVC/H.264/MJPEG, Smart Codec	
Resolution	HC35W43R3	1st: 2304 x 1296 / 1920 x 1080 / 1280 x 720 2nd: 704 x 576 (PAL) / 704 x 480 (NTSC) / 640 x 480 / 352 x 288 (PAL) / 352 x 240 (NTSC) 3rd: 640 x 480 / 352 x 288 (PAL) / 352 x 240 (NTSC) / 320 x 240
	HC35W45R3	1st: 2592 x 1944 / 2592 x 1520 / 1920 x 1080 / 1280 x 720 2nd: 704 x 576 (PAL) / 704 x 480 (NTSC) / 640 x 480 / 352 x 288 (PAL) / 352 x 240 (NTSC) 3rd: 1920 x 1080 (MAX 12fps) / 640 x 480 / 352 x 288 (PAL) / 352 x 240 (NTSC) / 320 x 240
	HC35W48R3	1st: 3840 x 2160 / 2592 x 1944 / 2592 x 1520 / 2560 x 1440 / 2304 x 1296 / 1920 x 1080 / 1280 x 720 2nd: 704 x 576 (PAL) / 704 x 480 (NTSC) / 640 x 480 / 352 x 288 (PAL) / 352 x 240 (NTSC) 3rd: 640 x 480 / 352 x 288 (PAL) / 352 x 240 (NTSC) / 320 x 240
Number of Video Streams	3 (2 for encryption)	
Frame Rate*	MAX 30 fps	
Bit Rate*	HC35W43R3: 100K~6 Mbps HC35W45R3: 100K~12 Mbps HC35W48R3: 100k~16 Mbps	
AUDIO		
Audio Compression	HC35W43R3: Not supported HC35W45R3/HC35W48R3: G.711A/G.711U	
Audio Stream	HC35W43R3: Not supported HC35W45R3/HC35W48R3: 2-Way, Full duplex	
Audio Interface	HC35W43R3: Not supported HC35W45R3/HC35W48R3: Line In/Out	
NETWORK		
Ethernet	10 Base-T/100 Base-TX Ethernet (RJ-45)	
Supported Web Browsers	Chrome/Edge	
Supported OS	Microsoft Windows 10	
Protocols**	IPv4, IPv6, TCP / IP, HTTP, HTTPS, RTSP / RTP / RTCP, IGMP / Multicast, SMTP, DHCP, NTP, DNS, QoS, SNMP, 802.1X, UDP, ICMP, ARP, TLS	
Interoperability	ONVIF Profile G/S/T	
Maximum Users Access	10 Users	
Security	User account and password protection, HTTPS, IP Filter, Digest authentication, TLS1.2 only, Stream encryption, AES128 / 256, SSH / Telnet closed, PCI-DSS compliance	
Languages Supported	Arabic, Czech, Dutch, English, French, German, Italian, Japanese, Korean, Polish, Portuguese (Brazil), Russian, Spanish, Turkish	

# 35 SERIES 3MP/5MP/8MP IP WDR IR RUGGED MINI DOME CAMERA

## EVENTS / ANALYTICS

<b>Built-in Video Analytics</b>	HC35W43R3: Motion Detection, Tampering HC35W45R3/HC35W48R3: People Counter, Multi Loitering, Intrusion, Tampering, Smart Motion Detection (SMD), Motion Detection
<b>Event Type</b>	HC35W43R3: Video motion detection, Recording notification HC35W45R3/HC35W48R3: Video motion detection, Alarm input, Recording notification, Tampering
<b>Event Linkage</b>	HC35W43R3: Event notification using Email and MicroSD card HC35W45R3/HC35W48R3: Event notification using digital output, Email and MicroSD card
<b>Region Of Interest</b>	8

## ELECTRICAL

<b>Power Supply</b>	DC12V, PoE (IEEE 802.3af) (Class 0)
<b>Power Consumption (Max)</b>	HC35W43R3: MAX 3.6 W HC35W45R3: MAX 4.08 W HC35W48R3: MAX 5.5 W

## MECHANICAL

<b>Dimensions</b>	Ø110.0 mm × 85.6 mm (Ø4.33" × 3.37")
<b>Dome Diameter</b>	Ø78.2 mm (3.08")
<b>Product Weight</b>	0.56 kg (1.23 lb)
<b>Package Weight</b>	0.65 kg (1.43 lb)
<b>Body Material</b>	Die-cast aluminium housing
<b>Color</b>	Camera Body: RAL 9003 (Signal White) Front/Lens Facings: Pantone Black

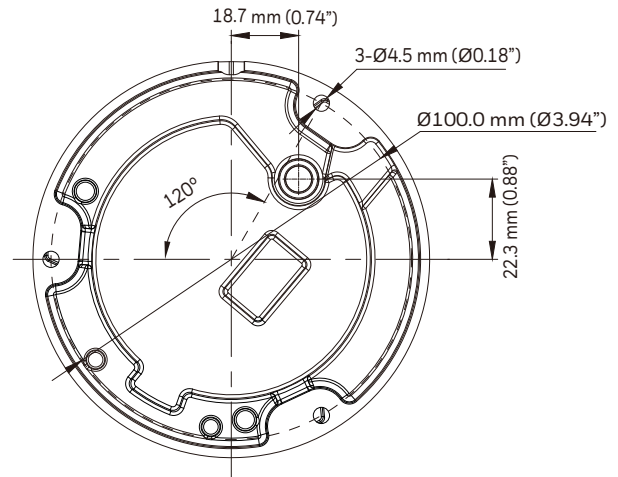
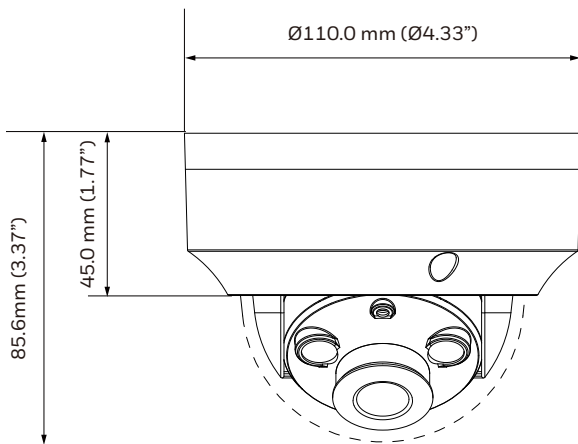
## ENVIRONMENTAL

<b>Operating Temperature</b>	Starting Temperature: -40°C ~ 60°C (-40°F ~ 140°F) Working Temperature: -40°C ~ 60°C (-40°F ~ 140°F)
<b>Relative Humidity</b>	Less than 90 %, non-condensing
<b>Ingress Protection</b>	IP66/IP67
<b>Impact Resistance</b>	IK10

## REGULATORY

<b>Emissions</b>	FCC PART 15, CE (EN 55032), Complies with RCM and UKCA
<b>Immunity</b>	CE(EN 50130-4), Complies with RCM and UKCA
<b>Safety</b>	UL LISTED TO UL/CSA 62368-1, CE(EN 62368-1), Complies with RCM and UKCA
<b>RoHS</b>	CE (EN 63000), UAE(Cabinet Decree No.10 of 2017)
<b>Country of Origin</b>	Vietnam

## DIMENSIONS



# 35 SERIES 3MP/5MP/8MP IP WDR IR RUGGED MINI DOME CAMERA

## RECOMMENDED ACCESSORIES

SYSTEM INTEGRATION*		OPTIONAL MOUNTS AND ACCESSORIES	
Pro-Watch NVR	Up to 256 IP channels RAID5 / 6 Enterprise NVR	HA35PMC03	35S fixed camera cap, 1.5NPT male
MAXPRO NVR PE	Up to 128 IP channels RAID5 / 6 Enterprise NVR	HA60JCBH1	60S junction box
MAXPRO NVR SE	Up to 64 IP channels System NVR	HA35CLM01	35S Ceiling mount base with adapter
MAXPRO NVR XE	Up to 16 IP channels System NVR	HA35CLM02	35S ceiling mount extension ,252mm
MAXPRO NVR SOFTWARE	Up to 128 IP channels Recording Software	HA60WLMB1	60S wall mount bracket, 1.5NPT female
ADPRO NVR FASTTRACE 2E	Up to 32 IP channels with up to 32 VA channels NVRs	HA60PLMZ	60S pole mount adapter
ADPRO NVR iFT-E	Up to 32 IP channels with up to 32 VA channels NVRs	HA60CNMZ	60S corner mount adapter
ADPRO NVR iFT	Up to 32 IP channels or 16 IP channels with up to 16 VA channels NVRs		
ADPRO NVR iFT GATEWAY	4 IP channels + 4 VA channels		
Honeywell DVM	Support with Honeywell DVM R710.1 (and later maintenance releases)		
30 Series NVR	Integration with 30 Series NVR		
35 Series NVR**	Integration with 35 Series NVR		

\*Refer to the NVR integration matrix for more information.

\*\*35 Series NVR will be released in June 2022.

ORDERING	
HC35W43R3	3 MP IR Rugged Mini Dome Camera, WDR 120dB, 2.8mm, POE, DC12V, IK10
HC35W45R3	5 MP IR Rugged Mini Dome Camera, WDR 120dB, 2.8mm, POE, DC12V, Audio & Alarm In/Out, IK10
HC35W48R3	8 MP IR Rugged Mini Dome Camera, WDR 120dB, 2.8mm, POE, DC12V, Audio & Alarm In/Out, IK10

### For more information

[buildings.honeywell.com/security](http://buildings.honeywell.com/security)

### Honeywell Commercial Security

715 Peachtree St. NE

Atlanta, GA 30308

1.800.323.4576

[www.honeywell.com](http://www.honeywell.com)



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# 35 SERIES IP CAMERAS

Advanced Smart Camera Technology To Protect Your Premises



Make your premises smart and secure with Honeywell's 35 Series cameras ideally suited for small to medium sized business operations. These cost-effective cameras are available in a wide range of form factors and resolutions and offer integrated smart analytics, exceptional picture clarity, flexible system integration, secure data transmission, and easy installation.

## SUPERIOR HD IMAGE QUALITY, UP TO 8 MP

- Available in resolutions from 2 MP (2592x1944) up to 8 MP (3840x2160)
- True WDR (120 dB) ensures glare-free images
- True day/night provides vivid color images by day and clear black and white images at night using a removable IR cut filter
- Excellent low-light performance with 2D/3D noise reduction, saving storage and bandwidth together with smart codec <sup>(2)</sup>
- Contain no content or material from any companies or their subsidiaries prohibited under **US National Defense Authorization Act (NDAA)** Section 889 and can be used as part of video systems which comply with NDAA Section 889

## FLEXIBLE SURVEILLANCE SOLUTION

- A wide range of form factors, lenses, and zoom options for all type of installations including micro dome, mini dome, ball, bullet and speed dome (PTZ)
- H.265 <sup>(1)</sup>, H.264, Smart Codec <sup>(2)</sup> and MJPEG supported with triple streaming
- Smart IR Technology provides even distribution of IR LEDs in dimly lit or nighttime scenes
- Water/dust proof (IP66/IP67) and IK10 (model dependent)
- ONVIF Profile S, G, T compliant
- Stream encryption – camera to MAXPRO and Series 35 NVRs under AES256 providing secure data integrity and privacy
- People counting, intrusion, loitering and smart motion detection to increase situational awareness and reduce false alarms

## EASY TO INSTALL AND USE

- Built-in PoE eliminates separate power supply and associated wiring
- 12 Vdc inputs where PoE power is unavailable
- Remote configuration, motorized zoom adjustments and auto focus via web client or from the NVR
- Multiple mounting options to support a wide range of security applications
- Multiple language GUI <sup>(3)</sup> (14 countries)

## MARKET APPLICATIONS

These versatile, fully featured cameras are designed to help safeguard your premises, prevent shoplifting/theft, fraud, vandalism and other potential security threats. They are perfectly positioned for various types of indoor and outdoor retail, office, small and medium business, gaming and more.

## ONBOARD VIDEO STORAGE

- Supports microSD (Class 10) card up to 256 GB for local video storage (card not included)

## SMART MOTION DETECTION

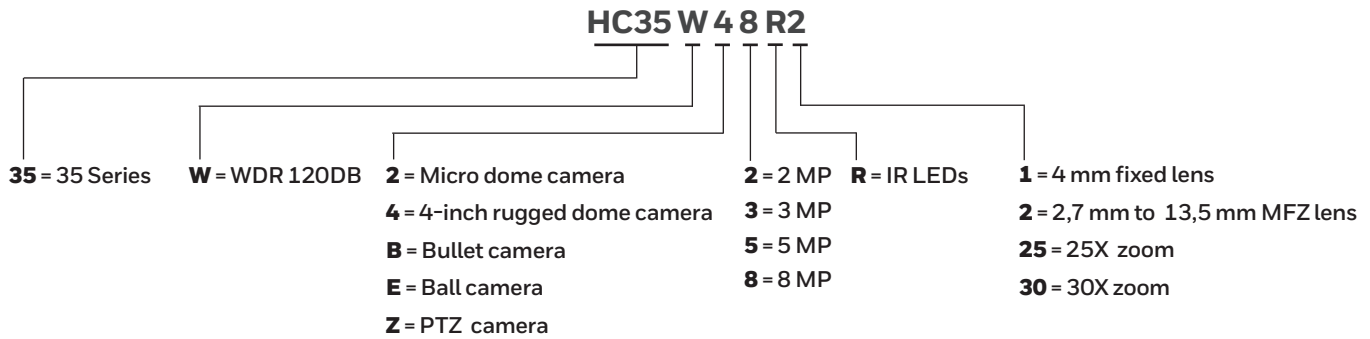
- Smart motion detection, compared with traditional motion detection which only detects pixel changes and generally has a higher false alarm rate, is designed to generate an alarm when the object is recognized as a person or a vehicle by AI algorithm

(1): Covered by one or more claims of the patents listed at [patentlist.hevcadvance.com](http://patentlist.hevcadvance.com)

(2): Smart Codec saves up to 50 percent on bandwidth and storage compared to standard H.264/H.265 (scene dependant)

(3): Supplied with Arabic, Czech, Dutch, English, French, German, Italian, Japanese, Korean, Polish, Portuguese (Brazil), Russian, Spanish, Turkish packages

## 35 Series IP Cameras Ordering and System Integration Specifications



**TABLE 1. SYSTEM INTEGRATION\***

Part Number	Description
Pro-Watch NVR	Up to 256 IP channels, RAID5/6 Enterprise NVR
MAXPRO NVR PE	Up to 128 IP channels, RAID5/6 Enterprise NVR
MAXPRO NVR SE	Up to 64 IP channels, System NVR
MAXPRO NVR XE	Up to 16 IP channels, System NVR
MAXPRO NVR SOFTWARE	Up to 128 IP channels, Recording Software
ADPRO NVR FASTTRACE 2E	Up to 32 IP channels, with up to 32 VA channels NVRs
ADPRO NVR IFT-E	Up to 32 IP channels, with up to 32 VA channels NVRs
ADPRO NVR IFT	Up to 32 IP channels or 16 IP channels with up to 16 VA channels NVRs
ADPRO NVR IFT GATEWAY	4 IP channels + 4 VA channels
HONEYWELL DVM	Support with Honeywell DVM R710.1 (and later maintenance releases)
30 SERIES NVR	Integration with 30 Series NVR
35 SERIES NVR**	Integration with 35 Series NVR

\* Refer to the NVR integration matrix for more information

\*\* 35 Series NVRs Coming June/July 2022

## 35 Series IP Cameras Ordering Information

**TABLE 2. ORDERING**

Part Number	Description
<b>IR MICRO DOME CAMERA</b>	
HC35W25R3	5 MP IR micro dome camera, WDR 120 dB, 2,8 mm, POE, 12 Vdc, audio & alarm in/out, IK10
<b>IR DOME CAMERAS</b>	
HC35W43R2	3 MP IR MFZ dome camera, WDR 120 dB, 2,7 mm to 13,5 mm, POE, 12 Vdc, IK10
HC35W45R2	5 MP IR MFZ dome camera, WDR 120 dB, 2,7 mm to 13,5 mm, POE, 12 Vdc, audio & alarm in/out, IK10
HC35W48R2	8 MP IR MFZ dome camera, WDR 120 dB, 2,7 mm to 13,5 mm, POE, 12 Vdc, audio & alarm in/out, IK10
HC35W43R3	3 MP IR rugged mini dome camera, WDR 120 dB, 2,8 mm, POE, 12 Vdc, IK10
HC35W45R3	5 MP IR rugged mini dome camera, WDR 120 dB, 2,8 mm, POE, 12 Vdc, audio & alarm in/out, IK10
HC35W48R3	8 MP IR rugged mini dome camera, WDR 120 dB, 2,8 mm, POE, 12 Vdc, audio & alarm in/out, IK10
<b>IR BULLET CAMERAS</b>	
HC35WB3R2	3 MP IR MFZ bullet camera, WDR 120 dB, 2,7 mm to 13,5 mm, POE, 12 Vdc
HC35WB5R2	5 MP IR MFZ bullet camera, WDR 120 dB, 2,7 mm to 13,5 mm, POE, 12 Vdc, audio & alarm in/out
HC35WB8R2	8 MP IR MFZ bullet camera, WDR 120 dB, 2,7 mm to 13,5 mm, POE, 12 Vdc, audio & alarm in/out
HC35WB3R3	3 MP IR fixed bullet camera, WDR 120 dB, 2,8 mm, POE, 12 Vdc, IK10 casing
HC35WB5R3	5 MP IR fixed bullet camera, WDR 120 dB, 2,8 mm, POE, 12 Vdc, audio & alarm in/out, IK10 casing
HC35WB8R3	8 MP IR fixed bullet camera, WDR 120 dB, 2,8 mm, POE, 12 Vdc, audio & alarm in/out, IK10 casing
<b>IR BALL CAMERAS</b>	
HC35WE3R2	3 MP IR MFZ ball camera, WDR 120 dB, 2,7 mm to 13,5 mm, PoE, 12 Vdc
HC35WE5R2	5 MP IR MFZ ball camera, WDR 120 dB, 2,7 mm to 13,5 mm, PoE, 12 Vdc, audio & alarm in/out
HC35WE8R2	8 MP IR MFZ ball camera, WDR 120 dB, 2,7 mm to 13,5 mm, PoE, 12 Vdc, audio & alarm in/out
HC35WE3R3	3 MP IR fixed ball camera, WDR 120 dB, 2,8 mm, PoE, 12 Vdc
HC35WE5R3	5 MP IR fixed ball camera, WDR 120 dB, 2,8 mm, PoE, 12 Vdc, audio & alarm in/out
HC35WE8R3	8 MP IR fixed ball camera, WDR 120 dB, 2,8 mm, PoE, 12 Vdc, audio & alarm in/out
<b>IR SPEED DOME (PTZ) CAMERAS</b>	
HC35WZ2R25	2 MP IR speed dome (PTZ) camera, WDR 120 dB, 25X optical zoom, 1/2.8 in 2 MP, PoE+, 24 Vac, IK10 casing
HC35WZ5R30	5 MP IR speed dome (PTZ) camera, WDR 120 dB, 30X optical zoom, 1/2.8 in 5 MP, PoE+, 24 Vac, IK10 casing

**TABLE 3. OPTIONAL MOUNTS AND ACCESSORIES\***

Model	Description	Model	Description
HA60JCBH1	60S dome junction box	HA35PMC02	35S MFZ camera cap, 1.5NPT male
HA60PLMZ	60S PTZ pole mount bracket, white	HA35PMC03	35S fixed camera cap, 1.5NPT male
HA60CNMZ	60S PTZ corner mount bracket, white	HA35CLM01	35S ceiling mount base with adapter
HA60WLMZ	60S PTZ wall mount bracket, 1.5NPT, white	HA35CLM02	35S ceiling mount extension, 252 mm
HA60WLMB1	60S wall mount bracket, 1.5NPT female	HA354SC01	35S 4S box cover

\* Accessories beginning with HA60 listed here will work with select models of both 35 Series and 60 Series cameras  
Refer to individual datasheets by model or SKU# for specific recommended accessories

**For More Information**

[buildings.honeywell.com/security](https://buildings.honeywell.com/security)

**Honeywell Commercial Security**

715 Peachtree St NE  
Atlanta, GA 30308  
1.800.323.4576  
[www.honeywell.com](http://www.honeywell.com)



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**YOUR TECHNOLOGY PARTNER**  
**IN AFFORDABLE BUSINESS SECURITY**

**Date:** 1/27/2025  
**Project Name:** Camera Update  
**Billed To:** Pewaukee Public Library  
210 Main St.  
Pewaukee, WI. 53072

**Job #:** 25-01005R Revised  
**Job Address:** Pewaukee Public Library  
210 Main St.  
Pewaukee, WI. 53072

**ATTN:** Nan Champe

*Email:* [nchampe@pewaukee.lib.wi.us](mailto:nchampe@pewaukee.lib.wi.us) /  
[director@pewaukeelibrary.org](mailto:director@pewaukeelibrary.org)

**Dear Nan,**

We are pleased to provide the following proposal for labor and materials for the Camera Update project at the Pewaukee Public Library:

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**Scope of Work:**

Upgrade and install a new security camera system, including the following items unless otherwise noted:

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**I. System Replacement of (17) cameras**

- (15) Honeywell 5MP Mini Dome Cameras with 2.8mm lenses.



- (2) Honeywell 5MP IP WDR IR MFZ Bullet Cameras.



(1) Honeywell 35 Series 4K 32-Channel Embedded NVR, 4HD, NDAA Compliant, 16TB HDD

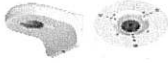


- (1) 8-Port Gigabit PoE Switch to extend the system.

17 to 19 cameras  
13 - interior  
6 - exterior



- Installation of wall mount brackets and boxes to support the new cameras up to (17).



- Re-use the existing Category 5e cable for the new camera.

**For the Investment of: \$21,000.00**

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## **II. Extras / Additional Options**

- ~~Provide and installed (1) Honeywell 5MP Mini Dome Camera with 2.8mm lens. (Lower-level employee area)~~



- Provide and install (2) Honeywell 5MP IP WDR IR MFZ Bullet Cameras. (S.W. parking lot area & Dumpster)



- Provide and install (2) Wall Mount Brackets to support cameras.



- (1) 8-Port Gigabit PoE Switch to extend the system for the new units.



- (1) box of Cat5e cable for the additional cameras.

**For the Investment of: \$4,223.00**

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**Items Not Included:**

- Network connection or internet services customer to provide along with an IP address if required.
- Painting or drywall repairs.
- Warranty on customer-provided or existing equipment.

**Special Notes:**

Upgrading your current system of 17 cameras and 1 NVR to a more robust and modern solution will offer significantly improved performance, reliability, and capabilities, including:

- **Enhanced Functionality:** Advanced features that make managing and reviewing footage easier than ever.
- **Remote Viewing:** Secure access to your system from anywhere, anytime, giving you more control and peace of mind.
- **Future-Ready Technology:** Scalable and designed to support your growing needs.

We're confident this upgrade will bring tremendous value to your security system. Let us know if you have any questions or would like a demonstration of the new features!

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If you have any questions or need further clarification, please don't hesitate to reach out. We appreciate the opportunity to provide this proposal and look forward to working with you.

Sincerely,  
**SOS ELECTRONICS**  
*Israel Gonzalez*  
General Manager  
Phone: 414-352-7111

Email: [israel@soselectronics.com](mailto:israel@soselectronics.com)

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Resolution No. 2025-02  
Pewaukee Public Library  
Board of Trustees

A RESOLUTION DESIGNATING CERTAIN FUNDS TO THE LIBRARY'S RESTRICTED  
FUND BALANCE

**WHEREAS**, The Pewaukee Public Library approved the 2023 Pewaukee Public Library Audit at their meeting held on May 15, 2024; and,

**WHEREAS**, the 2023 Pewaukee Public Library Audit established a Restricted Fund Balance of \$49,999.00 which consists of unspent gift money which was donated to the Library; and,

**WHEREAS**, the Pewaukee Public Library received additional donations of \$21,811.80 in gift money in 2024 and spent \$16,298.21 in 2024; leaving the Pewaukee Public Library with a balance of \$5,513.59 in unspent gift money in 2024; and,

**WHEREAS**, the Pewaukee Public Library would like to use these gift funds as intended in the future; and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Pewaukee Public Library hereby authorizes that the Restricted Fund Balance be increased by \$5,513.59 to ensure that these funds are spent and used in the future as intended.

**PASSED** and **ADOPTED** this 19th day of February, 2025.

\_\_\_\_\_ Dale Noll, Library Board President

Attest: \_\_\_\_\_ Lisa Jansen, Library Board Secretary

## **Pewaukee Public Library Strategic Plan 2024-2026 Updates Accomplishments in 2024**

### Goal 1: Facilities & Grounds

- Periodical Shelve Redesign.
  - Additional Patron Seating
  - Improved accessibility to the selves.
- Security Gate Replacement.
  - Wide gate design improved building accessibility.
- LED Replacement
  - Replaced Figures in the Adult nonfiction area with LED figures
- Adopted a 5-year capital improvement schedule for the Library.
- Relocation of the Adult large print collection
  - The collection was moved closer to main entrance to increase accessibility.
- Copier replacement
- Headsets and new microphone for sound system.
- Hearing Loop devices at each desk

New Low Vision/Handicap accessible Internet computer

### Goal 2: Collections & Services

- New Formats/Collections:
  - Video Games
  - Playaways
  - Wonderbooks
  - Library of Things Collection
  - Puzzles
  - Helping Library
- Digital Content:
  - Hoopla Flex Program. The Library is purchasing perpetual audiobook titles in Hoopla which can be checked out and used by Pewaukee residents only. Hoopla circulation increased by 173.44% in 2024 compared to 2023.
- Replace/Repair of collections.
  - Funding allocated to Adult Fiction for replacement of fiction titles in poor condition.
  - Volunteer program has been enhanced to work on book repairs to limit the backlog of items.

### Goal 3: Programming & Outreach

- Senior living facilities. Expanded outreach services to local senior care facilities.

- Library staff presence extended to include the Farmer's Market, National Night Out and WCTC event.
- Retooled 2000 Books Before Kindergarten.

Goal 4: Community Engagement

- Provided data and information during the joint library agreement discussions.

Goal 5: Marketing

- Converted our calendar and event registration to a new integrated product called Library Calendar
- Completed and implemented a Library Style Guide for consistent brand marketing.
- Staff completed a sign audit throughout the building to ensure that signage was in compliance with the style guide.

# Pewaukee Public Library

## Strategic Plan 2024-2026

### Mission Statement

**The mission of the Pewaukee Public Library is to enrich lives and strengthen community by providing universal access to knowledge, information and resources.**

### Goal 1: Facilities & Grounds

**Maintain and improve the Library's infrastructure to ensure that the facility and grounds continue to meet the needs of the community and remains in acceptable condition.**

#### OBJECTIVES:

- Assess building layout to optimize space needs for collections and patron and staff use.
- Increase accessibility to the Library's facility and grounds.
- Develop and adopt a capital improvement plan for systematic infrastructure repair and replacement.
- Explore sustainable efficiencies which would have a positive impact on operating expenditures.
- Explore enhancement options for the library grounds.
- Implement a 5-year capital improvement schedule for all facility and grounds improvements.

### Goal 2: Collections & Services

**Evaluate, enhance, and grow Library collections and services.**

#### OBJECTIVES:

- Monitor trends in collection formats and popularity trends.
- Innovate by adding new formats and types of materials to collections.
- Increase digital content to reduce wait times and build a permanent collection for current and future use.
- Assess the physical condition of collections.
- Replace and/or repair items that are in poor condition.
- Leverage new technologies to streamline patron access to collections and services.

# Pewaukee Public Library

## Strategic Plan 2024–2026

### Goal 3: Programming & Outreach

**Strengthen and expand program and outreach offerings to encourage lifelong learning, engagement and community.**

#### OBJECTIVES

- Promote and find new ways to highlight the importance of early literacy.
- Increase offerings at community events and social gatherings with the goal of reaching groups that currently do not use Library services.
- Enhance outreach services to those who cannot easily travel to the Library such as senior and long-term care facilities.
- Expand offerings to identified underserved populations.

### Goal 4: Community Engagement

**Advocate for the Library and build awareness of our commitment to a successful Pewaukee.**

#### OBJECTIVES:

- Educate the community and elected officials on the Library's collections and services.
- Nurture and support existing community partnerships and encourage the growth of new community partnerships.
- Explore partnerships for community grants and funding for innovative projects and facility improvements.
- Foster communication and collaboration between the Library and other departments in the City and Village of Pewaukee.

### Goal 5 : Marketing

**Create excitement in Pewaukee about the Library with a vibrant, unique and engaging marketing program.**

#### OBJECTIVES:

- Evaluate and utilize new technologies to create and disseminate marketing materials.
- Establish a style guide for consistent branding.
- Use analytics to guide decision-making processes to develop effective marketing campaigns.
- Explore ways to market and promote our collections and services to non-library users.

# Who Runs the Library?

The mission of most public libraries is to support the educational, recreational, and informational needs of the community. Everyone is welcome at the library, from the preschooler checking out his or her first book to the hobbyist looking for a favorite magazine to the middle-aged breadwinner continuing her education by taking a class over the Internet.

Providing a large number of services to meet the needs of a diverse population requires a large supporting cast including trustees, the library director and staff, and representatives of the municipal government. When all members of the team know their responsibility and carry out their particular tasks, the library can run like a well-oiled machine. When one of the players attempts to take on the job of another, friction may cause a breakdown.

## Responsibilities of the Library Board

The separate roles and responsibilities of each member of the team are spelled out in Wisconsin Statutes under Section 43.58, which is titled “Powers and Duties.” The primary responsibilities of trustees assigned here include:

- Exclusive control of all library expenditures.
- Purchasing of a library site and the erection of the library building *when authorized*.
- Exclusive control of all lands, buildings, money, and property acquired or leased by the municipality for library purposes.
- Supervising the administration of the library and appointing a librarian.
- Prescribing the duties and compensation of all library employees.

This charge from the legislature provides library boards, but not individual trustees, with considerable discretion to operate libraries as they deem necessary independent of direct control by other municipal players—city councils, town boards, mayors, village board presidents, etc. In providing this governance structure for libraries, the legislature was attempting to keep library operations under direct citizen control and as far as possible outside the political sphere of government. Compared with other appointed boards, library boards have extraordinary powers and responsibilities. Many other appointed boards can only recommend actions to an elected board or council higher up the ladder of government. Library board actions are made independently of any further approval by other government bodies or officials as long as such actions are within statutory authority.

The independent authority granted to public library boards is intended to protect the historic role of the public library as a source of unbiased information.

# 2

## In This Trustee Essential

- Responsibilities of the library board
- Responsibilities of the library director
- The division of labor between the library director and the board
- Responsibilities of the municipal government

## Responsibilities of the Director

While the library board is charged with the full responsibility for deciding what services the library will provide, and setting policy to regulate service for the benefit of all, it is the library director who should be delegated responsibility for supervising day-to-day operations of the library.

As stated above, the library board appoints a librarian who shall appoint other employees. This charge of the legislature sets up a clear chain of command between the library board and library employees. The library director is the chief operating officer of the library, reporting to and typically serving at the pleasure of the library board. All other employees report to the library director. The library director is the professional in charge of the library. His or her duties include (but are not limited to):

1. Overseeing the library budget and preparing reports as required by the board.
2. Managing of library collections, including selecting all library material according to policies approved by the board, oversight of the cataloging and classification of library material, and the operation of automated systems.
3. Hiring, training, supervising, and scheduling other library personnel.
4. Supervising circulation of material and record keeping.
5. Cooperating with the board, community officials, and groups in planning library services and publicizing library programs within the community.
6. Supervising the maintenance of all library facilities and equipment.

Depending on the size of the library, the director will provide public services either directly or with the assistance of other staff. In all cases, the library director is an ambassador to the community, the professional consultant to the board, a politician representing the library to municipal officers, and a person skilled in public relations. The days are long gone, even in the smallest library, where all the director is expected to do is to check out books and greet the public.

## The Division of Labor between the Library Board and the Director

The *library board* decides what services the library will provide and to what lengths the director and his or her staff may go to provide those services. However, it is up to the *director*, as the hired professional, to create the procedures needed to carry out the policies of the board and ensure that services are provided effectively and efficiently. While the *board* alone can decide how many employees the library should have, according to Section 43.58(4) it is the *director* who hires and supervises other staff. Except in extreme situations, library trustees should not discuss library business with employees other than the *director*. The library board may solicit library staff input on the director's performance as part of a formal

evaluation process. (See [Trustee Essential #6: Evaluating the Director](#) for more information about the evaluation process.)

Administration of the budget and expenditure of funds is a frequent source of misunderstanding regarding the division of labor between boards and directors. Section 43.58(2) states that “The library board shall audit and approve all expenditures of the public library.” This statement is sometimes interpreted by individual boards to mean they must negotiate the necessity of every purchase with the library director, whether the purchase is an expensive computer system or a two-dollar box of pencils. Fortunately, in most libraries, the director is given reasonable latitude to administer the budget and expend funds according to board guidelines. The library board must review expenditures and keep an eye on the flow of funds, but should trust the judgment of the director when it comes to which books to purchase or which is the most economical office supply vendor.

## Responsibilities of Municipal Governments

The most frequent source of misunderstanding between library boards and their municipal government regards expenditure of funds. This is actually one area where the statutes are quite clear on what is to happen. When the director, or his authorized staff, makes a purchase of material or service, an invoice is received from the vendor. The director will then prepare a group of invoices for review at the monthly meeting of the library board. Usually, the director will also provide a list of the invoices along with a financial statement indicating how much money will be left in each line of the budget after payment is made. According to Wisconsin Statutes Section 43.58(2), “The library board shall audit and approve all expenditures” and forward these to the appropriate municipal or county financial officer. The municipal or county officer must then pay the bill. No further approval is necessary by any municipal or county body or official.

At times, municipal and county boards believe that this procedure outlined in statute causes them to lose control over library spending. They are, after all, accustomed to approving the expenditures of other city/county departments. In fact, municipal governments maintain a great deal of leverage over library boards, since it is the municipal body that decides on the amount of the annual appropriation for library service. It is the chief municipal officer—mayor, village president, county board chair, etc.—who appoints the library board in the first place. Budgets may be cut in future years or trustees may not be re-appointed in cases where there is too much dissension between the library and its governing municipality. Therefore, close cooperation and communication between the two is essential.

One final point on finances: while the library board has full authority over the expenditure of funds, the municipality holds the money. The library board may take out a bank account and/or entrust library funds to a financial secretary, but only donations and other private funds. All other funds must be deposited in the municipality’s (or county’s) library fund. The library board has control over the use of the money in the municipality-held library fund, but it does not sign the checks or maintain physical control over the actual dollars and cents in the fund. (See [Trustee Essential #9: Managing the Library’s Money](#) for more information.)

Besides acting as the “banker” for the library, municipalities can help out the library in an infinite variety of other ways. They may help with purchasing, or with private fund raising for a building project; they may provide invaluable consulting on building maintenance issues; in many smaller communities they may even take over building maintenance for the library. By the same token, the most successful libraries are often partners in promoting municipal service agendas. For example, the library director will attend department-head meetings with other administrators. He or she may attend city council meetings and give a report. The library may provide services on behalf of the municipality, such as maintaining the village webpage. Just as the municipality is a partner in providing library service, the library can be a strong partner in providing municipal service to the community.

## Discussion Questions

1. What are the pros and cons of citizen board control of the library?
2. How are requests for expenditures presented and approved at your library?
3. Who prepares the first draft of the library budget?
4. What is the education and background of your director?
5. How do library personnel and/or the board interact with your local government?
6. How can the library board promote a positive relationship with the municipality?
7. How involved, or uninvolved, is your director with the community and municipal government?
8. How is the annual budget and funding request presented to your municipal government?

## Sources of Additional Information

- *Wisconsin Trustee Training Module #1: Library Board Powers and Duties* ([pld.dpi.wi.gov/pld\\_trustee](http://pld.dpi.wi.gov/pld_trustee))
- Your regional library system staff (See [Trustee Tool B: Library System Map and Contact Information.](#))
- Division for Libraries and Technology staff (See [Trustee Tool C: Division for Libraries and Technology Contact Information.](#))

*Trustee Essentials: A Handbook for Wisconsin Public Library Trustees* was prepared by the DLT with the assistance of the Trustee Handbook Revision Task Force.

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