

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, November 19, 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, November 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 October 15, 2025 (Regular Board Meeting)
 - b. Financial Reports:
 - i. GL Budget vs. Actual Library – October 2025
 - ii. GL Detail Library – October 2025
 - iii. Payment Approval Report – October 2025
 - iv. LGIP Statement – October 2025
 - c. Library Monthly Statistics Report though October 2025
 - d. Library Directors Report November 2025

OLD BUSINESS:

4. Discussion and possible action on the 2026 Joint Library Budget and 2026 Capital Improvement Budget Request

NEW BUSINESS:

5. Discussion and possible action on the Annual Addendum to the Bridges Library System Member Library and Café Agreement
6. Update on discussions from the ACT 150 Meetings which will propose a new Waukesha County Library Services Plan 2027-2031.
7. Discussion and possible action on revisions to the Library's Public Computer, Internet and Wireless Policy
8. Discussion and possible action to reschedule the December 17, 2025 regular meeting to an alternative December date.
9. Discussion and possible action on *TE21: The Library Board and Accessibility Services*
10. Closed Session – The Library Board will recess into closed session pursuant to § 19.85(1)(c) Wisconsin Statute for the following reason:
 - (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically for the purpose of the annual performance evaluation of the Library Director.

You are further notified that at the conclusion of the Closed Session, the Library Board may convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment.

11. ADJOURNMENT

NEXT MEETING SCHEDULED: TBD

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, November 14, 2025

PEWAUKEE PUBLIC LIBRARY BOARD MEETING

Wednesday, October 15th at 6:30 p.m.

1. Call Meeting to Order and Roll Call: 6:30pm

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

Others Present: Nan Champe (Library Director)

Members Excused: Phil Vetterkind excused early

SPECIAL BUSINESS:

2. Informational presentation by Madi Cooper, Adult Services Manager.

REGULAR BUSINESS:

3. Citizen Comments/Correspondence

4. Approval of Consent Agenda

a. Financial Reports:

i. GL Budget vs. Actual Library – September 2025

ii. GL Detail Library – September 2025

iii. Payment Approval Report – September 2025

iv. LGIP Statement – September 2025

b. Library Monthly Statistics Report through September 2025

c. Library Directors Report October 2025

Motion to approve: Phil Vetterkind

Second: Lisa Jansen

Discussion:

Motion Carried

Approval of Minutes September 17, 2025 (Regular Board Meeting)

Motion to approve: Lisa Jansen approved the amended minutes

Second: Rachel Pader

Discussion:

Motion Carried Leslie Miller, Phil Vetterkind, Karen Wildman abstain from
voting on the minutes

OLD BUSINESS:

5. Discussion and possible action of the 2026 Joint Library Budget and 2026 Capital Improvement Budget Request

Motion to approve: Ann Wright moved to approve the revised budget

Second: Phil Vetterkind

Discussion:

Motion Carried

NEW BUSINESS:

6. Discussion and possible action on the agreement with Harwood to provide RFP assistance for the HVAC Controls Capital Project

Motion to approve: Leslie Miller moved to approve engaging Harwood

Second: Rachel Pader

Discussion:

Motion Carried Lisa Jansen abstained

7. Discussion and possible action on the 2026 Calendar of Library Hours and Holiday Closings

Motion to approve: Leslie Miller

Second: Rachel Pader

Discussion:

Motion Carried

8. Discussion and possible action on the Library Director's Year in Review Presentation

No Action

9. Discussion and possible action on the final draft of all evaluation materials for the Library Director's annual review.

Motion to approve: Rachel Pader

Second: Lisa Jansen

Discussion: To be emailed on Oct 16,2025 with deadline of Oct 31, 2025

Motion Carried

10. Discussion and possible action on TE06: Evaluating the Library Director

No Action

11. ADJOURNMENT 7:36pm

Motion to approve: Lisa Jansen

Second: Leslie Miller

Discussion:

Motion Carried

NEXT MEETING SCHEDULED: Wednesday, November 19, 2025

End.GLPeriod 1025

Account Number	Account Title	MTD	YTD	Budget	Variance	% Budget
200 - CAPITAL PROJECTS FUND						
200-00-57140-000-000	LIBRARY(E)	.00	6,957.29	.00	-6,957.29	100.00%
Total Expenditure:		.00	6,957.29	.00	-6,957.29	
200-00-47140-000-000	LIBRARY CAPITAL REV(R)	.00	-1,391.46	.00	1,391.46	100.00%
Total Revenue:		.00	-1,391.46	.00	1,391.46	
Total 200 - CAPITAL PROJECTS FUND:		.00	5,565.83	.00	-5,565.83	

End.GLPeriod 1025

Account Number	Account Title	MTD	YTD	Budget	Variance	% Budget
900 - LIBRARY FUND						
900-00-11101-000-000	LIBRARY CASH(A)	280,130.19	236,828.89	.00	-236,828.89	100.00%
900-00-11109-000-000	LIBRARY GIFT ACCOUNT(A)	.00	.00	.00	.00	100.00%
900-00-12000-000-000	ACCOUNTS RECEIVABLE(A)	.00	.00	.00	.00	100.00%
900-00-12004-000-000	DUE FROM CITY OF PEWAUKEE(A)	.00	.00	.00	.00	100.00%
900-00-12004-000-100	DUE FROM GENERAL FUND(A)	.00	.00	.00	.00	100.00%
900-00-16552-000-000	LGIP #16 LIBRARY LGIP(A)	.00	102,535.28	.00	-102,535.28	100.00%
900-00-17100-000-000	PREPAID EXPENSES(A)	.00	.00	.00	.00	100.00%
900-00-11105-000-000	NORTH SHORE CD INVESTMENT(A)	.00	152,503.00	.00	-152,503.00	100.00%
900-00-11000-000-000	LIBRARY SWEEP(A)	8,729.28	9,558.30	.00	-9,558.30	100.00%
Total Asset:		288,859.47	501,425.47	.00	-501,425.47	
900-00-31101-000-000	FUND BALANCE(Q)	.00	-288,642.78	.00	288,642.78	100.00%
Total Equity:		.00	-288,642.78	.00	288,642.78	
900-00-55110-000-110	LIBRARY SALARIES & WAGES(E)	49,366.17	532,203.39	688,000.00	155,796.61	77.35%
900-00-55110-000-130	LIBRARY FRINGE BENEFITS(E)	15,313.80	177,327.71	223,435.00	46,107.29	79.36%
900-00-55110-000-140	LIBRARY-SUBSCRIPTIONS(E)	2.16	5,579.82	7,000.00	1,420.18	79.71%
900-00-55110-000-150	LIBRARY FISCAL AGENT/INS CHGS(E)	1,590.50	21,306.00	45,936.00	24,630.00	46.38%
900-00-55110-000-310	LIBRARY-BUILDING MAINTENANCE(E)	7,841.22	76,957.59	93,332.00	16,374.41	82.45%
900-00-55110-000-400	LEGAL COUNSEL-LIBRARY ATTORNEY(E)	.00	3,372.50	4,000.00	627.50	84.31%
900-00-55110-000-500	DONATION FUNDED EXPENSE(E)	2,350.08	12,863.50	8,000.00	-4,863.50	160.79%
900-00-57610-000-000	LIBRARY OUTLAY(E)	.00	27,291.04	25,000.00	-2,291.04	109.16%
900-00-55110-000-141	LIBRARY-PRINTED MATERIALS(E)	11,905.83	58,870.33	80,500.00	21,629.67	73.13%
900-00-55110-000-142	LIBRARY-NON-PRINT MATERIALS(E)	664.89	9,948.47	14,700.00	4,751.53	67.67%
900-00-55110-000-143	LIBRARY-TECHNOLOGY(E)	8,719.62	45,475.04	45,548.00	72.96	99.83%
900-00-55110-000-144	LIBRARY-MILEAGE, SUPPLIES, ETC(E)	415.71	10,656.46	14,045.00	3,388.54	75.87%

End.GLPeriod 1025

Account Number	Account Title	MTD	YTD	Budget	Variance	% Budget
900-00-55110-000-146	LIBRARY-STAFF DEVELOPMENT(E)	183.60	1,838.59	3,000.00	1,161.41	61.28%
900-00-55110-000-311	LIBRARY-UTILITIES(E)	3,596.90	39,509.68	52,930.00	13,420.32	74.64%
900-00-55110-000-312	LIBRARY-DIGITAL MATERIALS(E)	833.93	19,620.71	24,107.00	4,486.29	81.39%
900-00-55110-000-313	LIBRARY-PROGRAMS(E)	733.58	3,438.90	5,000.00	1,561.10	68.77%
900-00-55110-000-450	GRANT FUNDED EXPENSE(E)	.00	13,246.72	7,263.00	-5,983.72	182.38%
900-00-55110-000-160	LIBRARY ANNUAL MUNICIPAL FEES(E)	580.94	1,721.67	3,782.00	2,060.33	45.52%
Total Expenditure:		104,098.93	1,061,228.12	1,345,578.00	284,349.88	
900-00-21400-000-000	VOUCHERS PAYABLE(L)	.00	.00	.00	.00	100.00%
900-00-21400-000-100	FLEX BENEFITS PAYABLE(L)	.00	.00	.00	.00	100.00%
900-00-21401-000-000	DEFERRED REVENUE(L)	.00	.00	.00	.00	100.00%
900-00-21402-000-000	ACCRUED PAYROLL(L)	.00	.00	.00	.00	100.00%
900-00-21500-000-000	WISCONSIN SALES TAX(L)	.00	.00	.00	.00	100.00%
900-00-21720-000-000	DUE TO OTHER FUNDS(L)	.00	.00	.00	.00	100.00%
900-00-23503-000-000	DEPOSITS - CITY CONTRIBUTIONS(L)	.00	.00	.00	.00	100.00%
900-00-23504-000-000	DEPOSITS - DES GRNTS/DONATIONS(L)	.00	.00	.00	.00	100.00%
Total Liability:		.00	.00	.00	.00	
900-00-43790-000-000	COUNTY LIBRARY AIDS(R)	.00	-59,382.55	-114,563.00	-55,180.45	51.83%
900-00-46710-000-000	LIBRARY FINES(R)	-501.07	-8,016.27	-8,681.00	-664.73	92.34%
900-00-48110-000-000	INTEREST INCOME(R)	.00	-4,520.52	-9,769.00	-5,248.48	46.27%
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)	-18.25	-19,840.14	-8,000.00	11,840.14	248.00%
900-00-48500-000-100	MISC REVENUES(R)	-348.39	-5,627.07	-8,251.00	-2,623.93	68.19%
900-00-48500-000-200	DESIGNATED GRANTS(R)	-7,399.00	-12,814.50	-7,263.00	5,551.50	176.43%
900-00-49000-000-000	CITY CONTRIBUTION PAYMENTS(R)	-217,466.73	-797,378.09	-869,687.00	-72,308.91	91.68%
900-00-49001-000-000	VILLAGE CONTRIBUTION PAYMENTS(R)	-21,846.08	-218,460.80	-262,153.00	-43,692.20	83.33%

End.GLPeriod 1025

Account Number	Account Title	MTD	YTD	Budget	Variance	% Budget
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	-57,211.00	-57,211.00	0.00%
900-00-48440-000-000	INSURANCE RECOVERIES(R)	.00	.00	.00	.00	100.00%
900-00-48500-000-300	COPIES & ROOM RENTAL(R)	-401.06	-2,993.05	.00	2,993.05	100.00%
Total Revenue:		-247,980.58	-1,129,032.99	-1,345,578.00	-216,545.01	
Total 900 - LIBRARY FUND:		144,977.82	144,977.82	.00	-144,977.82	
Total:		144,977.82	150,543.65	.00	-150,543.65	

End.GLPeriod 1025 AND Start.GLPeriod 1025

Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
Fund900 - LIBRARY FUND							
Account Number And Title900-00-11000-000-000 - LIBRARY SWEEP							
10/01/2025	9-1	CR	LIB CASH - LIBRARY SWEEP - H			206.34	.00
10/01/2025	10-1	CR	LIB CHECKS - LIBRARY SWEEP - A			364.30	.00
10/08/2025	1046-1	CR	LIB CASH - LIBRARY SWEEP - H			90.99	.00
10/08/2025	1047-1	CR	LIB CHECKS - LIBRARY SWEEP - A			7,399.00	.00
10/08/2025	1048-1	CR	LIB CC - LIBRARY SWEEP - V			39.31	.00
10/15/2025	1091-1	CR	LIB CHECKS - LIBRARY SWEEP - A			183.62	.00
10/15/2025	1092-1	CR	LIB CC - LIBRARY SWEEP - V			150.58	.00
10/27/2025	1194-1	CR	LIB CASH - LIBRARY SWEEP - H			155.61	.00
10/27/2025	1195-1	CR	LIB CHECKS - LIBRARY SWEEP - A			60.00	.00
10/27/2025	1196-1	CR	LIB CC - LIBRARY SWEEP - V			79.53	.00
Account Number And Title900-00-11000-000-000 - LIBRARY SWEEP						8,729.28	.00
Account Number And Title900-00-11101-000-000 - LIBRARY CASH							
10/01/2025	79-1	CA-CR	CR Fund Allocation - Created: 11/10/25 3:54 PM			144,977.82	.00
10/01/2025	3-1	CA-CR	CR Fund Allocation - Created: 10/02/25 8:48 AM			144,977.82	.00
10/03/2025	8-1	CA-CDA	CDA Fund Allocation - Created: 10/02/25 2:32 PM			.00	-2,056.42
10/04/2025	46-1	CA-CDA	CDA Fund Allocation - Created: 10/30/25 2:12 PM			.00	-9,657.15
10/16/2025	36-1	CA-CDA	CDA Fund Allocation - Created: 10/23/25 2:26 PM			.00	-11,760.29
10/23/2025	58-1	CA-CR	CR Fund Allocation - Created: 10/24/25 8:58 AM			72,488.91	.00
10/31/2025	16-1	CA-CDA	CDA Fund Allocation - Created: 10/10/25 3:28 PM			.00	-2,216.20
10/31/2025	24-1	CA-CDA	CDA Fund Allocation - Created: 10/20/25 2:25 PM			.00	-12,199.91
10/31/2025	4-1	CA-JE	JE Fund Allocation - Created: 10/10/25 3:28 PM			20,255.58	.00
10/31/2025	6-1	CA-PB	PB Fund Allocation - Created: 10/08/25 4:21 PM			.00	-3,046.27

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Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
10/31/2025	13-1	CA-PB	PB Fund Allocation - Created: 10/23/25 3:22 PM			.00	-12,267.53
10/31/2025	6-1	CA-PC	PC Fund Allocation - Created: 10/08/25 4:20 PM			.00	-24,722.71
10/31/2025	13-1	CA-PC	PC Fund Allocation - Created: 10/23/25 3:21 PM			.00	-24,643.46
Account Number And Title900-00-11101-000-000 - LIBRARY CASH						382,700.13	-102,569.94
Account Number And Title900-00-21400-000-000 - VOUCHERS PAYABLE							
10/03/2025	75569-1	CDA	AMAZON CAPITAL SERVICES, INC.			57.61	.00
10/03/2025	75572-1	CDA	BROOKFIELD PUBLIC LIBRARY			24.99	.00
10/03/2025	75577-1	CDA	EBSCO PAYMENT PROCESSING CENTER			2.16	.00
10/03/2025	75578-1	CDA	GEORGINA RUTHERFORD			100.00	.00
10/03/2025	75582-1	CDA	INGRAM LIBRARY SERVICES LLC			1,102.28	.00
10/03/2025	75588-1	CDA	MADISON COOPER			27.00	.00
10/03/2025	75591-1	CDA	MIDWEST TAPE			180.08	.00
10/03/2025	75592-1	CDA	MILWAUKEE PLUMBING & PIPING INC			504.70	.00
10/03/2025	75594-1	CDA	PAULINE HAASS PUBLIC LIBRARY			25.00	.00
10/03/2025	75598-1	CDA	VUCKOVICH, SUE			12.60	.00
10/03/2025	75599-1	CDA	WAUKESHA PUBLIC LIBRARY			20.00	.00
10/04/2025	300000683-1	CDA	ACH NORTH SHORE BANK CREDIT CARD			6,014.28	.00
10/10/2025	75608-1	CDA	INGRAM LIBRARY SERVICES LLC			910.14	.00
10/10/2025	75612-1	CDA	MIDWEST TAPE			61.47	.00
10/10/2025	75622-1	CDA	RHYME BUSINESS PRODUCTS, LLC			145.60	.00
10/10/2025	75626-1	CDA	TECH THE HOUSE DBA S-0-S ELECTRONICS			1,098.99	.00
10/16/2025	300000678-2	CDA	ACH WI DEPT OF REVENUE			61.51	.00
10/17/2025	75629-1	CDA	AMAZON CAPITAL SERVICES, INC.			395.63	.00
10/17/2025	75639-1	CDA	CULLIGAN			124.70	.00

End.GLPeriod 1025 AND Start.GLPeriod 1025

Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
10/17/2025	75643-1	CDA	GARLAND/DBS, INC.			250.00	.00
10/17/2025	75646-1	CDA	INGRAM LIBRARY SERVICES LLC			2,351.92	.00
10/17/2025	75651-1	CDA	MENOMONEE FALLS CARPET CLEANING			540.00	.00
10/17/2025	75652-1	CDA	MIDWEST TAPE			74.22	.00
10/17/2025	75653-1	CDA	MIDWEST TAPE - HOOPLA			833.93	.00
10/17/2025	75665-1	CDA	TAYLOR COMPUTER SERVICES, INC			7,397.00	.00
10/17/2025	75670-1	CDA	WISCONSIN LIBRARY ASSOCIATION			171.00	.00
10/24/2025	75673-1	CDA	AMAZON CAPITAL SERVICES, INC.			306.40	.00
10/24/2025	75675-1	CDA	BATZNER PEST CONTROL INC			124.18	.00
10/24/2025	75677-1	CDA	CENTER POINT LARGE PRINT			51.54	.00
10/24/2025	75681-1	CDA	INGRAM LIBRARY SERVICES LLC			1,371.58	.00
10/24/2025	75682-1	CDA	JANI-KING OF MILWAUKEE			2,784.02	.00
10/24/2025	75683-1	CDA	KUJAWA ENTERPRISES INC			2,313.25	.00
10/24/2025	75687-1	CDA	MIDWEST TAPE			133.44	.00
10/24/2025	75691-1	CDA	PEWAUKEE UTILITY			580.94	.00
10/24/2025	75699-1	CDA	TAYLOR COMPUTER SERVICES, INC			863.00	.00
10/29/2025	300000682-1	CDA	ACH WE ENERGIES			3,231.94	.00
10/31/2025	375-1	AP	Summary Transactions from AP System			.00	-11,760.29
10/31/2025	461-1	AP	Summary Transactions from AP System			.00	-9,657.15
10/31/2025	276-1	AP	Summary Transactions from AP System			.00	-12,199.91
10/31/2025	75707-1	CDA	INGRAM LIBRARY SERVICES LLC			2,724.49	.00
10/31/2025	75710-1	CDA	MIDWEST TAPE			918.38	.00
10/31/2025	161-1	AP	Summary Transactions from AP System			.00	-2,216.20
10/31/2025	97-1	AP	Summary Transactions from AP System			.00	-2,056.42

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End.GLPeriod 1025 AND Start.GLPeriod 1025

Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
Account Number And Title900-00-21400-000-000 - VOUCHERS PAYABLE						37,889.97	-37,889.97
Account Number And Title900-00-46710-000-000 - LIBRARY FINES							
10/01/2025	70000006449-1	CR	LIBRARY FINES - LIBRARY			.00	-58.92
10/01/2025	70000006449-2	CR	LIBRARY FINES - LIBRARY			.00	-208.30
10/08/2025	70000006453-1	CR	LIBRARY FINES - LIBRARY			.00	-21.50
10/15/2025	70000006454-1	CR	LIBRARY FINES - LIBRARY			.00	-148.35
10/27/2025	70000006458-1	CR	LIBRARY FINES - LIBRARY			.00	-64.00
Account Number And Title900-00-46710-000-000 - LIBRARY FINES						.00	-501.07
Account Number And Title900-00-48500-000-000 - DONATIONS, PRIVATE OR ORGANIZ							
10/01/2025	70000006449-3	CR	LIBRARY DONATIONS - LIBRARY			.00	-13.00
10/08/2025	70000006453-2	CR	LIBRARY DONATIONS - LIBRARY			.00	-.60
10/15/2025	70000006454-2	CR	LIBRARY DONATIONS - LIBRARY			.00	-4.65
Account Number And Title900-00-48500-000-000 - DONATIONS, PRIVATE OR ORGANIZ						.00	-18.25
Account Number And Title900-00-48500-000-100 - MISC REVENUES							
10/01/2025	70000006449-4	CR	LIBRARY MISC REVENUES - LIBRARY			.00	-238.00
10/08/2025	70000006453-3	CR	LIBRARY MISC REVENUES - LIBRARY			.00	-20.00
10/15/2025	70000006454-3	CR	LIBRARY MISC REVENUES - LIBRARY			.00	-24.80
10/27/2025	70000006458-2	CR	LIBRARY MISC REVENUES - LIBRARY			.00	-65.59
Account Number And Title900-00-48500-000-100 - MISC REVENUES						.00	-348.39
Account Number And Title900-00-48500-000-200 - DESIGNATED GRANTS							
10/08/2025	70000006453-4	CR	LIBRARY GRANT - WAUK CITY INNOVATION GRANT - LIBRARY			.00	-7,399.00
Account Number And Title900-00-48500-000-200 - DESIGNATED GRANTS						.00	-7,399.00
Account Number And Title900-00-48500-000-300 - COPIES & ROOM RENTAL							

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Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
09/30/2025	182-1	AP	ACH WI DEPT OF REVENUE			61.51	.00
10/01/2025	70000006449-5	CR	COPIES & ROOM RENTAL - LIBRARY			.00	-22.42
10/01/2025	70000006449-6	CR	COPIES & ROOM RENTAL - LIBRARY			.00	-30.00
10/08/2025	70000006453-5	CR	COPIES & ROOM RENTAL - LIBRARY			.00	-88.20
10/15/2025	70000006454-4	CR	COPIES & ROOM RENTAL - LIBRARY			.00	-156.40
10/27/2025	70000006458-3	CR	COPIES & ROOM RENTAL - LIBRARY			.00	-165.55
Account Number And Title900-00-48500-000-300 - COPIES & ROOM RENTAL						61.51	-462.57
Account Number And Title900-00-49000-000-000 - CITY CONTRIBUTION PAYMENTS							
10/01/2025	70000006440-8	CR	CITY CONTRIBUTIONS- SEPTEMBER 2025 - CITY OF PEWAUKEE			.00	-72,488.91
10/01/2025	70000006440-9	CR	CITY CONTRIBUTIONS- OCTOBER 2025 - CITY OF PEWAUKEE			.00	-72,488.91
10/23/2025	70000006456-4	CR	CITY CONTRIBUTIONS- NOVEMBER - CITY OF PEWAUKEE			.00	-72,488.91
Account Number And Title900-00-49000-000-000 - CITY CONTRIBUTION PAYMENTS						.00	-217,466.73
Account Number And Title900-00-49001-000-000 - VILLAGE CONTRIBUTION PAYMENTS							
10/01/2025	1-2	JE	LIBRARY CONTRIBUTION OCTOBER			.00	-21,846.08
Account Number And Title900-00-49001-000-000 - VILLAGE CONTRIBUTION PAYMENTS						.00	-21,846.08
Account Number And Title900-00-55110-000-110 - LIBRARY SALARIES & WAGES							
10/10/2025	13-1	PC	PAYROLL TRANS FOR 10/5/2025 PAY PERIOD			24,722.71	.00
10/24/2025	71-1	PC	PAYROLL TRANS FOR 10/19/2025 PAY PERIOD			24,705.46	.00
10/24/2025	72-1	PC	PAYROLL TRANS FOR 10/19/2025 PAY PERIOD			.00	-62.00
Account Number And Title900-00-55110-000-110 - LIBRARY SALARIES & WAGES						49,428.17	-62.00
Account Number And Title900-00-55110-000-130 - LIBRARY FRINGE BENEFITS							
10/10/2025	4-1	PB	PAYROLL TRANS FOR 10/5/2025 PAY PERIOD			3,046.27	.00
10/24/2025	25-1	PB	PAYROLL TRANS FOR 10/19/2025 PAY PERIOD			12,267.53	.00

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Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
Account Number And Title 900-00-55110-000-130 - LIBRARY FRINGE BENEFITS						15,313.80	.00
Account Number And Title 900-00-55110-000-140 - LIBRARY-SUBSCRIPTIONS							
09/13/2025	57-1	AP	EBSCO PAYMENT PROCESSING CENTER			2.16	.00
Account Number And Title 900-00-55110-000-140 - LIBRARY-SUBSCRIPTIONS						2.16	.00
Account Number And Title 900-00-55110-000-141 - LIBRARY-PRINTED MATERIALS							
08/07/2025	387-1	AP	ACH NORTH SHORE BANK CREDIT CARD			28.69	.00
08/07/2025	388-1	AP	ACH NORTH SHORE BANK CREDIT CARD			53.94	.00
08/07/2025	390-1	AP	ACH NORTH SHORE BANK CREDIT CARD			226.38	.00
08/07/2025	391-1	AP	ACH NORTH SHORE BANK CREDIT CARD			245.80	.00
08/07/2025	393-1	AP	ACH NORTH SHORE BANK CREDIT CARD			120.15	.00
08/07/2025	394-1	AP	ACH NORTH SHORE BANK CREDIT CARD			325.23	.00
08/07/2025	395-1	AP	ACH NORTH SHORE BANK CREDIT CARD			77.42	.00
08/07/2025	396-1	AP	ACH NORTH SHORE BANK CREDIT CARD			286.45	.00
08/07/2025	397-1	AP	ACH NORTH SHORE BANK CREDIT CARD			423.59	.00
08/07/2025	398-1	AP	ACH NORTH SHORE BANK CREDIT CARD			43.11	.00
08/07/2025	399-1	AP	ACH NORTH SHORE BANK CREDIT CARD			232.60	.00
08/07/2025	400-1	AP	ACH NORTH SHORE BANK CREDIT CARD			296.43	.00
08/07/2025	403-1	AP	ACH NORTH SHORE BANK CREDIT CARD			171.73	.00
08/07/2025	404-1	AP	ACH NORTH SHORE BANK CREDIT CARD			185.74	.00
08/07/2025	405-1	AP	ACH NORTH SHORE BANK CREDIT CARD			221.64	.00
08/07/2025	406-1	AP	ACH NORTH SHORE BANK CREDIT CARD			379.25	.00
08/07/2025	407-1	AP	ACH NORTH SHORE BANK CREDIT CARD			19.99	.00
08/21/2025	332-1	AP	INGRAM LIBRARY SERVICES LLC			309.10	.00
09/15/2025	47-1	AP	INGRAM LIBRARY SERVICES LLC			213.45	.00

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Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
09/16/2025	48-1	AP	INGRAM LIBRARY SERVICES LLC			441.51	.00
09/19/2025	49-1	AP	INGRAM LIBRARY SERVICES LLC			447.32	.00
09/22/2025	114-1	AP	INGRAM LIBRARY SERVICES LLC			617.34	.00
09/22/2025	336-1	AP	AMAZON CAPITAL SERVICES, INC.			9.81	.00
09/23/2025	115-1	AP	INGRAM LIBRARY SERVICES LLC			292.80	.00
09/30/2025	201-1	AP	INGRAM LIBRARY SERVICES LLC			1,054.57	.00
09/30/2025	202-1	AP	INGRAM LIBRARY SERVICES LLC			489.34	.00
10/01/2025	203-1	AP	INGRAM LIBRARY SERVICES LLC			353.01	.00
10/01/2025	343-1	AP	CENTER POINT LARGE PRINT			51.54	.00
10/02/2025	204-1	AP	INGRAM LIBRARY SERVICES LLC			455.00	.00
10/06/2025	333-1	AP	INGRAM LIBRARY SERVICES LLC			781.46	.00
10/06/2025	341-1	AP	AMAZON CAPITAL SERVICES, INC.			45.93	.00
10/07/2025	334-1	AP	INGRAM LIBRARY SERVICES LLC			281.02	.00
10/09/2025	424-1	AP	INGRAM LIBRARY SERVICES LLC			269.02	.00
10/09/2025	425-1	AP	INGRAM LIBRARY SERVICES LLC			397.99	.00
10/13/2025	426-1	AP	INGRAM LIBRARY SERVICES LLC			338.27	.00
10/14/2025	427-1	AP	INGRAM LIBRARY SERVICES LLC			234.56	.00
10/14/2025	428-1	AP	INGRAM LIBRARY SERVICES LLC			217.72	.00
10/15/2025	429-1	AP	INGRAM LIBRARY SERVICES LLC			704.10	.00
10/16/2025	430-1	AP	INGRAM LIBRARY SERVICES LLC			207.23	.00
10/17/2025	431-1	AP	INGRAM LIBRARY SERVICES LLC			355.60	.00
Account Number And Title900-00-55110-000-141 - LIBRARY-PRINTED MATERIALS						11,905.83	.00
Account Number And Title900-00-55110-000-142 - LIBRARY-NON-PRINT MATERIALS							
09/12/2025	80-1	AP	MIDWEST TAPE			12.79	.00

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Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
09/12/2025	81-1	AP	MIDWEST TAPE			23.24	.00
09/12/2025	82-1	AP	MIDWEST TAPE			84.72	.00
09/12/2025	83-1	AP	MIDWEST TAPE			26.99	.00
09/12/2025	84-1	AP	MIDWEST TAPE			32.34	.00
09/19/2025	127-1	AP	MIDWEST TAPE			42.73	.00
09/19/2025	128-1	AP	MIDWEST TAPE			18.74	.00
09/29/2025	240-1	AP	MIDWEST TAPE			50.98	.00
09/29/2025	241-1	AP	MIDWEST TAPE			23.24	.00
10/06/2025	355-1	AP	MIDWEST TAPE			22.48	.00
10/06/2025	356-1	AP	MIDWEST TAPE			110.96	.00
10/11/2025	339-1	AP	AMAZON CAPITAL SERVICES, INC.			38.75	.00
10/13/2025	439-1	AP	MIDWEST TAPE			158.94	.00
10/13/2025	440-1	AP	MIDWEST TAPE			17.99	.00
Account Number And Title900-00-55110-000-142 - LIBRARY-NON-PRINT MATERIALS						664.89	.00
Account Number And Title900-00-55110-000-143 - LIBRARY-TECHNOLOGY							
08/07/2025	389-1	AP	ACH NORTH SHORE BANK CREDIT CARD			45.38	.00
08/07/2025	408-1	AP	ACH NORTH SHORE BANK CREDIT CARD			6.00	.00
08/07/2025	409-1	AP	ACH NORTH SHORE BANK CREDIT CARD			234.99	.00
08/07/2025	417-1	AP	ACH NORTH SHORE BANK CREDIT CARD			173.25	.00
09/25/2025	255-1	AP	TAYLOR COMPUTER SERVICES, INC			2,846.60	.00
09/29/2025	256-1	AP	TAYLOR COMPUTER SERVICES, INC			4,550.40	.00
09/30/2025	371-1	AP	TAYLOR COMPUTER SERVICES, INC			558.00	.00
09/30/2025	372-1	AP	TAYLOR COMPUTER SERVICES, INC			305.00	.00
Account Number And Title900-00-55110-000-143 - LIBRARY-TECHNOLOGY						8,719.62	.00

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Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
Account Number And Title 900-00-55110-000-144 - LIBRARY-MILEAGE, SUPPLIES, ETC							
07/08/2025	216-1	AP	AMAZON CAPITAL SERVICES, INC.			39.74	.00
08/07/2025	411-1	AP	ACH NORTH SHORE BANK CREDIT CARD			80.75	.00
08/25/2025	50-1	AP	BROOKFIELD PUBLIC LIBRARY			24.99	.00
08/29/2025	44-1	AP	PAULINE HAASS PUBLIC LIBRARY			25.00	.00
09/03/2025	58-1	AP	WAUKESHA PUBLIC LIBRARY			20.00	.00
09/22/2025	113-1	AP	RHYME BUSINESS PRODUCTS, LLC			145.60	.00
09/30/2025	217-1	AP	AMAZON CAPITAL SERVICES, INC.			79.63	.00
Account Number And Title 900-00-55110-000-144 - LIBRARY-MILEAGE, SUPPLIES, ETC						415.71	.00
Account Number And Title 900-00-55110-000-146 - LIBRARY-STAFF DEVELOPMENT							
09/15/2025	42-1	AP	VUCKOVICH, SUE			12.60	.00
09/25/2025	190-1	AP	WISCONSIN LIBRARY ASSOCIATION			171.00	.00
Account Number And Title 900-00-55110-000-146 - LIBRARY-STAFF DEVELOPMENT						183.60	.00
Account Number And Title 900-00-55110-000-150 - LIBRARY FISCAL AGENT/INS CHGS							
10/01/2025	3-1	JE	LIBRARY FISCAL AGENT FEE OCTOBER			1,590.50	.00
Account Number And Title 900-00-55110-000-150 - LIBRARY FISCAL AGENT/INS CHGS						1,590.50	.00
Account Number And Title 900-00-55110-000-160 - LIBRARY ANNUAL MUNICIPAL FEES							
10/10/2025	302-1	AP	PEWAUKEE UTILITY			580.94	.00
Account Number And Title 900-00-55110-000-160 - LIBRARY ANNUAL MUNICIPAL FEES						580.94	.00
Account Number And Title 900-00-55110-000-310 - LIBRARY-BUILDING MAINTENANCE							
08/07/2025	401-1	AP	ACH NORTH SHORE BANK CREDIT CARD			101.38	.00
08/29/2025	209-1	AP	MENOMONEE FALLS CARPET CLEANING			540.00	.00
09/12/2025	101-1	AP	TECH THE HOUSE DBA S-0-S ELECTRONICS			1,098.99	.00
09/13/2025	79-1	AP	MILWAUKEE PLUMBING & PIPING INC			504.70	.00

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Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
09/29/2025	207-1	AP	GARLAND/DBS, INC.			250.00	.00
09/30/2025	205-1	AP	CULLIGAN			124.70	.00
10/01/2025	287-1	AP	JANI-KING OF MILWAUKEE			2,784.02	.00
10/01/2025	359-1	AP	KUJAWA ENTERPRISES INC			2,313.25	.00
10/01/2025	360-1	AP	BATZNER PEST CONTROL INC			124.18	.00
Account Number And Title900-00-55110-000-310 - LIBRARY-BUILDING MAINTENANCE						7,841.22	.00
Account Number And Title900-00-55110-000-311 - LIBRARY-UTILITIES							
08/07/2025	392-1	AP	ACH NORTH SHORE BANK CREDIT CARD			364.96	.00
10/07/2025	301-1	AP	ACH WE ENERGIES			3,231.94	.00
Account Number And Title900-00-55110-000-311 - LIBRARY-UTILITIES						3,596.90	.00
Account Number And Title900-00-55110-000-312 - LIBRARY-DIGITAL MATERIALS							
09/30/2025	179-1	AP	MIDWEST TAPE - HOOPLA			833.93	.00
Account Number And Title900-00-55110-000-312 - LIBRARY-DIGITAL MATERIALS						833.93	.00
Account Number And Title900-00-55110-000-313 - LIBRARY-PROGRAMS							
02/03/2025	46-1	AP	GEORGINA RUTHERFORD			100.00	.00
08/07/2025	410-1	AP	ACH NORTH SHORE BANK CREDIT CARD			9.98	.00
08/07/2025	412-1	AP	ACH NORTH SHORE BANK CREDIT CARD			55.04	.00
08/07/2025	419-1	AP	ACH NORTH SHORE BANK CREDIT CARD			74.90	.00
08/07/2025	420-1	AP	ACH NORTH SHORE BANK CREDIT CARD			.00	-.08
09/13/2025	56-1	AP	AMAZON CAPITAL SERVICES, INC.			37.66	.00
09/25/2025	215-1	AP	AMAZON CAPITAL SERVICES, INC.			224.26	.00
09/30/2025	218-1	AP	AMAZON CAPITAL SERVICES, INC.			52.00	.00
10/06/2025	337-1	AP	AMAZON CAPITAL SERVICES, INC.			119.36	.00
10/06/2025	338-1	AP	AMAZON CAPITAL SERVICES, INC.			23.84	.00

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Date	Ref#	Journal	Description	Activity	Job	Debit	Credit
10/11/2025	340-1	AP	AMAZON CAPITAL SERVICES, INC.			36.62	.00
Account Number And Title900-00-55110-000-313 - LIBRARY-PROGRAMS						733.66	-.08
Account Number And Title900-00-55110-000-500 - DONATION FUNDED EXPENSE							
08/07/2025	386-1	AP	ACH NORTH SHORE BANK CREDIT CARD			1,000.00	.00
08/07/2025	402-1	AP	ACH NORTH SHORE BANK CREDIT CARD			403.59	.00
08/07/2025	413-1	AP	ACH NORTH SHORE BANK CREDIT CARD			25.00	.00
08/07/2025	414-1	AP	ACH NORTH SHORE BANK CREDIT CARD			25.00	.00
08/07/2025	415-1	AP	ACH NORTH SHORE BANK CREDIT CARD			25.00	.00
08/07/2025	416-1	AP	ACH NORTH SHORE BANK CREDIT CARD			25.00	.00
08/07/2025	418-1	AP	ACH NORTH SHORE BANK CREDIT CARD			26.00	.00
09/09/2025	45-1	AP	MADISON COOPER			27.00	.00
09/15/2025	55-1	AP	AMAZON CAPITAL SERVICES, INC.			19.95	.00
10/06/2025	342-1	AP	AMAZON CAPITAL SERVICES, INC.			32.09	.00
10/13/2025	441-1	AP	MIDWEST TAPE			741.45	.00
Account Number And Title900-00-55110-000-500 - DONATION FUNDED EXPENSE						2,350.08	.00
Total:						533,541.90	-388,564.08

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Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
ACH WE ENERGIES									
Approved									
13090	ACH WE ENERGIES	5656981624	LIBRARY/G AS/ELECTRI C 9.08.2025- 10.06.2028	3231.94	10/07/2025	10/29/2025			Approved
Total ACH WE ENERGIES:				<u>3231.94</u>					
AMAZON CAPITAL SERVICES, INC.									
Approved									
23	AMAZON CAPITAL SERVICES, INC.	1H14-D64F-9MGL	LIBRARY/J UV PROGRAM	-9.99	10/31/2025	11/30/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1M9M-HDKV-VDFR	LIBRARY/J UV BOOKS	15.19	10/24/2025	11/23/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1PYC-1T1Y-4LPD	LIBRARY/A DULT CDS 2	28.77	10/25/2025	11/25/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1LNH-MKGY-7LDW	LIBRARY/J UV PROGRAM	9.99	10/25/2025	11/25/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1X76-NXQC-6KW7	LIBRARY/Y A PROGRAM	64.98	10/30/2025	11/30/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1J6P-HLRT-F7MW	LIBRARY/O FFICE SUPPLIES	5.99	10/23/2025	11/23/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1GN6-6Q4L-G7GW	LIBRARY/J UV PROGRAM	14.99	10/23/2025	11/23/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1D1R-1PCY-M6N9	LIBRARY/J UV PROGRAM	46.32	10/21/2025	11/15/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	113J-639T-WDX1	LIBRARY/A DULT NONFIC	38.50	10/22/2025	11/15/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	13CJ-3616-LYVW	LIBRARY/J UV BOOKS	30.22	10/17/2025	11/15/2025			Approved

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Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
23	AMAZON CAPITAL SERVICES, INC.	1THP-6X7V-W9N4	LIBRARY/C LEANING SUPPLIES AIR FRESHENER	11.91	10/22/2025	11/15/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1MML-WLP4-DJKT	LIBRARY/O FFICE SUPPLIES COPY PAPER	93.98	10/23/2025	11/23/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1LXJ-GXM9-WPVW	LIBRARY/O FFICE SUPPLIES	24.98	10/18/2025	11/15/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	16MP-H1TW-F7JX	LIBRARY/C LEANING SUPPLIES PAPER PRODUCTS	248.87	10/15/2025	11/15/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1P3X-XCWT-C1CN	LIBRARY/A DULT PROGRAM	36.62	10/11/2025	11/06/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	11WR-NTDL-CPQN	LIBRARY/J UV PICTURE BOOK REPLACEM	9.81	09/22/2025	10/22/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1NKY-NL3G-61JX	LIBRARY/A DULT CDS 3	38.75	10/11/2025	11/06/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1GCY-DM9X-XXKV	LIBRARY/S UPPLIES TAPE	39.74	07/08/2025	10/25/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	19FY-CCY1-9MFT	LIBRARY/J UV PROGRAM	119.36	10/06/2025	11/06/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1WYN-6HDX-D9FX	LIBRARY/F RIENDS.LIB RARY OF THINGS	32.09	10/06/2025	11/06/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1TRV-HCMY-9PC1	LIBRARY/A DULT FIC	45.93	10/06/2025	11/06/2025			Approved

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Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
23	AMAZON CAPITAL SERVICES, INC.	1LHP-Y1GQ-9VHJ	LIBRARY/Y A PROGRAM	23.84	10/06/2025	11/06/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1MCW-344Y-9NT4	LIBRARY/J UV PROGRAM	52.00	09/30/2025	10/25/2025			Approved
23	AMAZON CAPITAL SERVICES, INC.	1MCW-344Y-9MKQ	LIBRARY/S UPPLIES	79.63	09/30/2025	10/25/2025			Approved
Total AMAZON CAPITAL SERVICES, INC.:				<u>1102.47</u>					
BATZNER PEST CONTROL INC									
Approved									
7070	BATZNER PEST CONTROL INC	84181732	LIBRARY/P EST MGMT OCT 2025	124.18	10/01/2025	11/01/2025			Approved
Total BATZNER PEST CONTROL INC:				<u>124.18</u>					
CENTER POINT LARGE PRINT									
Approved									
3552	CENTER POINT LARGE PRINT	2198917	LIBRARY/2 LARGE PRINT BOOKS	51.54	10/01/2025	11/01/2025			Approved
Total CENTER POINT LARGE PRINT:				<u>51.54</u>					
CULLIGAN									
Approved									
13358	CULLIGAN	501X18496707	LIBRARY/S OLAR SALTS	124.70	09/30/2025	10/30/2025			Approved
Total CULLIGAN:				<u>124.70</u>					
GARLAND/DBS, INC.									
Approved									
13369	GARLAND/DBS, INC.	427852417190	LIBRARY/R OFTOP REPAIRS	250.00	09/29/2025	10/30/2025			Approved

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Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
			ASSESSME NT						
Total GARLAND/DBS, INC.:				<u><u>250.00</u></u>					
INGRAM LIBRARY SERVICES LLC									
Approved									
13350	INGRAM LIBRARY SERVICES LLC	91321783	LIBRARY/IN GRAM BOOKS	193.01	10/19/2025	11/13/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91465050	LIBRARY/IN GRAM BOOKS	315.26	10/24/2025	11/21/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91505695	LIBRARY/IN GRAM BOOKS	208.28	10/27/2025	11/27/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91478466	LIBRARY/IN GRAM BOOKS	201.89	10/24/2025	11/21/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91409923	LIBRARY/IN GRAM BOOKS	769.15	10/22/2025	11/21/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91409924	LIBRARY/IN GRAM BOOKS	561.25	10/22/2025	11/21/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91372842	LIBRARY/IN GRAM BOOKS	356.62	10/21/2025	11/21/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91372841	LIBRARY/IN GRAM BOOKS	137.45	10/21/2025	11/21/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91263203	LIBRARY/IN GRAM BOOKS	207.23	10/16/2025	11/13/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91290582	LIBRARY/IN GRAM BOOKS	355.60	10/17/2025	11/13/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	90983711	LIBRARY/IN GRAM BOOKS	781.46	10/06/2025	11/06/2025			Approved

[APInvoiceApprovalDepartment].DepartmentName library AND [GeneralLedgerPeriod].GLPeriod 1025 AND GeneralLedgerPeriod.GLPeriod 1025

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
13350	INGRAM LIBRARY SERVICES LLC	89935197	LIBRARY/IN GRAM BOOKS	309.10	08/21/2025	10/30/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91226115	LIBRARY/IN GRAM BOOKS	704.10	10/15/2025	11/13/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91195263	LIBRARY/IN GRAM BOOKS	234.56	10/14/2025	11/13/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91157879	LIBRARY/IN GRAM BOOKS	338.27	10/13/2025	11/13/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91195264	LIBRARY/IN GRAM BOOKS	217.72	10/14/2025	11/13/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91101472	LIBRARY/IN GRAM BOOKS	397.99	10/09/2025	11/09/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91093574	LIBRARY/IN GRAM BOOKS	269.02	10/09/2025	11/09/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	91022388	LIBRARY/IN GRAM BOOKS	281.02	10/07/2025	11/07/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	90922606	LIBRARY/IN GRAM BOOKS	455.00	10/02/2025	10/30/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	90903392	LIBRARY/IN GRAM BOOKS	353.01	10/01/2025	10/30/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	90859866	LIBRARY/IN GRAM BOOKS	489.34	09/30/2025	10/30/2025			Approved
13350	INGRAM LIBRARY SERVICES LLC	90814431	LIBRARY/IN GRAM BOOKS	1054.57	09/30/2025	10/30/2025			Approved

Total INGRAM LIBRARY SERVICES LLC:

9190.90

JANI-KING OF MILWAUKEE

[APInvoiceApprovalDepartment].DepartmentName library AND [GeneralLedgerPeriod].GLPeriod 1025 AND GeneralLedgerPeriod.GLPeriod 1025

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
Approved									
12411	JANI-KING OF MILWAUKEE	MIL11250342	LIBRARY/J ANITORIAL SVC NOVEMBER 2025	2784.02	11/01/2025	11/30/2025			Approved
Total JANI-KING OF MILWAUKEE:				<u>2784.02</u>					
JF AHERN COMPANY									
Approved									
4875	JF AHERN COMPANY	769813	LIBRARY/FIRE SPRINKLER INSP - QUARTERLY OCT 2025	188.00	10/20/2025	11/20/2025			Approved
4875	JF AHERN COMPANY	769667	LIBRARY/FIRE EQUIPMEN T E-LIGHT MAINTENANCE	237.85	10/17/2025	11/17/2025			Approved
Total JF AHERN COMPANY:				<u>425.85</u>					
JOHNSON CONTROLS SECURITY SOLUTIONS LLC									
Approved									
10353	JOHNSON CONTROLS SECURITY SOLUTIONS LLC	41812109	LIBRARY/FIRE INSPECTION ALARM SYSTEM	38.00	10/15/2025	11/15/2025			Approved
Total JOHNSON CONTROLS SECURITY SOLUTIONS LLC:				<u>38.00</u>					
KUJAWA ENTERPRISES INC									
Approved									
6819	KUJAWA ENTERPRISES INC	524598	LIBRARY/LANDSCAPE MNT- OCT	2313.25	10/01/2025	11/01/2025			Approved

[APIInvoiceApprovalDepartment].DepartmentName library AND [GeneralLedgerPeriod].GLPeriod 1025 AND GeneralLedgerPeriod.GLPeriod 1025

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
			2025						
Total KUJAWA ENTERPRISES INC:				<u><u>2313.25</u></u>					
MADISON COOPER									
Approved									
13259	MADISON COOPER	101025	LIBRARY/R EIMBURSE MENT SUPPLIES MYSTERY PROGRAM	115.65	10/29/2025	11/29/2025			Approved
13259	MADISON COOPER	10125	LIBRARY/R EIMBURSE MENT FOOD & MATERIALS MEMORY CAFE PROGRAM	54.20	10/29/2025	11/29/2025			Approved
13259	MADISON COOPER	00046759	LIBRARY/R EIMBURSE MENT FOOD MYSTERY PROGRAM	29.95	10/29/2025	11/29/2025			Approved
13259	MADISON COOPER	12347255	LIBRARY/R EIMBURSE MENT MEMORY CAFE BEVERAGE S	10.99	10/29/2025	11/29/2025			Approved
Total MADISON COOPER:				<u><u>210.79</u></u>					
MENOMONEE FALLS CARPET CLEANING									
Approved									
13388	MENOMONEE FALLS CARPET CLEANING	22678	LIBRARY/C ARPET CLEANING	540.00	08/29/2025	10/29/2025			Approved

[APInvoiceApprovalDepartment].DepartmentName library AND [GeneralLedgerPeriod].GLPeriod 1025 AND GeneralLedgerPeriod.GLPeriod 1025

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
Total MENOMONEE FALLS CARPET CLEANING:				540.00					
MIDWEST TAPE									
Approved									
548	MIDWEST TAPE	507912590	LIBRARY/1 ADULT DVD	26.24	10/21/2025	11/21/2025			Approved
548	MIDWEST TAPE	507912593	LIBRARY/1 CHILD DVD	25.49	10/21/2025	11/21/2025			Approved
548	MIDWEST TAPE	507912592	LIBRARY/1 ADULT CD	10.39	10/21/2025	11/21/2025			Approved
548	MIDWEST TAPE	507912591	LIBRARY/2 ADULT DVD	51.73	10/21/2025	11/21/2025			Approved
548	MIDWEST TAPE	507912594	LIBRARY/1 CHILD DVD	23.24	10/21/2025	11/21/2025			Approved
548	MIDWEST TAPE	507912268	LIBRARY/1 ADULT CD	12.79	10/21/2025	11/21/2025			Approved
548	MIDWEST TAPE	507932700	LIBRARY/1 ADULT DVD	14.99	10/24/2025	11/21/2025			Approved
548	MIDWEST TAPE	507932701	LIBRARY/1 ADULT CD	14.99	10/24/2025	11/21/2025			Approved
548	MIDWEST TAPE	507931179	LIBRARY/3 ADULT DVD	57.72	10/24/2025	11/21/2025			Approved
548	MIDWEST TAPE	507875097	LIBRARY/L ADISH DONATION/ PLAYAWAY S	741.45	10/13/2025	11/13/2025			Approved
548	MIDWEST TAPE	507875096	LIBRARY/1 ADULT DVD	17.99	10/13/2025	11/13/2025			Approved
548	MIDWEST TAPE	507875094	LIBRARY/6 ADULT DVD	158.94	10/13/2025	11/13/2025			Approved
548	MIDWEST TAPE	507846474	LIBRARY/4 ADULT DVD	110.96	10/06/2025	11/06/2025			Approved
548	MIDWEST TAPE	507846472	LIBRARY/2 ADULT CD	22.48	10/06/2025	11/06/2025			Approved
548	MIDWEST TAPE	507808410	LIBRARY/1 ADULT DVD	23.24	09/29/2025	10/19/2025			Approved
548	MIDWEST TAPE	507808179	LIBRARY/2 ADULT DVD	50.98	09/29/2025	10/19/2025			Approved

[APIInvoiceApprovalDepartment].DepartmentName library AND [GeneralLedgerPeriod].GLPeriod 1025 AND GeneralLedgerPeriod.GLPeriod 1025

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
Total MIDWEST TAPE:				<u>1363.62</u>					
MIDWEST TAPE - HOOPLA									
Approved									
12821	MIDWEST TAPE - HOOPLA	507822465	LIBRARY/H OOPLA/INS TANT SEP 2025	833.93	09/30/2025	10/30/2025			Approved
Total MIDWEST TAPE - HOOPLA:				<u>833.93</u>					
OVERDRIVE, INC.									
Approved									
13392	OVERDRIVE, INC.	00669CO25323918	LIBRARY/O VERDRIVE DIGITAL MATERIALS	3695.28	10/17/2025	11/17/2025			Approved
13392	OVERDRIVE, INC.	00669CO25337314	LIBRARY/O VERDRIVE DIGITAL MATERIALS	3935.98	10/30/2025	11/30/2025			Approved
13392	OVERDRIVE, INC.	00669CO25337289	LIBRARY/O VERDRIVE DIGITAL MATERIALS	1017.42	10/30/2025	11/30/2025			Approved
13392	OVERDRIVE, INC.	ADV-0006300	LIBRARY/O VERDRIVE DIGITAL MATERIALS	250.00	10/20/2025	11/20/2025			Approved
Total OVERDRIVE, INC.:				<u>8898.68</u>					
PEWAUKEE UTILITY									
Approved									
13111	PEWAUKEE UTILITY	10102025	LIBRARY/W ATER SEWER FIRE	580.94	10/10/2025	11/01/2025			Approved
Total PEWAUKEE UTILITY:				<u>580.94</u>					

[APInvoiceApprovalDepartment].DepartmentName library AND [GeneralLedgerPeriod].GLPeriod 1025 AND GeneralLedgerPeriod.GLPeriod 1025

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
RHYME BUSINESS PRODUCTS, LLC									
Approved									
13202	RHYME BUSINESS PRODUCTS, LLC	AR879913	LIBRARY/C OPIES 2025.10.23 TO 2025.11.22	134.17	10/21/2025	11/21/2025			Approved
Total RHYME BUSINESS PRODUCTS, LLC:				<u>134.17</u>					
TAYLOR COMPUTER SERVICES, INC									
Approved									
810	TAYLOR COMPUTER SERVICES, INC	28531	LIBRARY/MANAGED SERVICES OCT 2025	305.00	09/30/2025	10/30/2025			Approved
810	TAYLOR COMPUTER SERVICES, INC	28531	LIBRARY/HARDWARE AND EQUIPMENT	558.00	09/30/2025	10/30/2025			Approved
810	TAYLOR COMPUTER SERVICES, INC	28455	LIBRARY/DESKTOP NOTEBOOKS	4550.40	09/29/2025	10/29/2025			Approved
Total TAYLOR COMPUTER SERVICES, INC:				<u>5413.40</u>					
TECH THE HOUSE DBA S-0-S ELECTRONICS									
Approved									
11870	TECH THE HOUSE DBA S-0-S ELECTRONICS	25-09002	LIBRARY/DOR REPAIR CARD READER	1098.99	09/12/2025	10/12/2025			Approved
Total TECH THE HOUSE DBA S-0-S ELECTRONICS:				<u>1098.99</u>					
WAUKESHA PUBLIC LIBRARY									
Approved									

[APIInvoiceApprovalDepartment].DepartmentName library AND [GeneralLedgerPeriod].GLPeriod 1025 AND GeneralLedgerPeriod.GLPeriod 1025

Vendor	Vendor Name	Invoice Number	Description	Invoice Amount	Invoice Date	Due Date	Batch	GL Period	Status
2657	WAUKESHA PUBLIC LIBRARY	20251024VAS	LIBRARY/REPLACEMENT REIMBURSEMENT	12.59	10/24/2025	12/01/2025			Approved
Total WAUKESHA PUBLIC LIBRARY:				<u>12.59</u>					
Total:				<u>38723.96</u>					

LOCAL GOVERNMENT INVESTMENT POOL

MONTHLY STATEMENT of ACCOUNTS**Department of Administration**

October 2025

State of Wisconsin
P.O. Box 7871 - Madison WI 53707
Phone: 608.266.3711
Fax: 608.223.6578
Depositor No. 867171

PEWAUKEE, VILLAGE OF

235 HICKORY ST
PEWAUKEE, WI 53072-3533

01) GENERAL	\$8,433,763.03
02) CAP EXP & CONST PROJ	\$527,160.67
03) SEWER DEBT REPLACE	\$2,760,405.81
04) SEWER INVESTMENTS	\$1,273,427.98
05) WTR UTIL INVESTMENT	\$636,569.34
06) TIF RELATED HOLDING	\$165,575.89
07) LAIMON DONATION/LAKESIDE PARK	\$272,998.73
08) CEMETARY PERPETUAL	\$37,381.58
09) SEWER HOOKUP FEES	\$1,963,076.14
12) WATER HOOKUP FEES	\$283,992.97
16) LIBRARY	\$102,331.96

TOTAL	\$16,456,684.10
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Date	Type	Memo	Deposits	Withdrawals	Balance
Acct# 01	GENERAL			Beginning Balance	\$9,032,149.73
10/01/2025	Withdraw - Wire	TRANSFER TO COVER PAYABLES 10/1/2025		(\$350,000.00)	\$8,682,149.73
10/06/2025	Deposit - Direct Aids	DOT MUNI TRN AD	\$120,714.91		\$8,802,864.64
10/20/2025	Withdraw - Wire	TRANSFER TO COVER PAYABLES 10/20/2025		(\$400,000.00)	\$8,402,864.64
10/31/2025	Interest	INT Oct 25 4.22%	\$30,898.39		\$8,433,763.03
	Account Total		\$151,613.30	(\$750,000.00)	\$8,433,763.03
Acct# 02	CAP EXP & CONST PROJ			Beginning Balance	\$525,279.67
10/31/2025	Interest	INT Oct 25 4.22%	\$1,881.00		\$527,160.67
	Account Total		\$1,881.00	\$0.00	\$527,160.67
Acct# 03	SEWER DEBT REPLACE			Beginning Balance	\$2,750,556.22
10/31/2025	Interest	INT Oct 25 4.22%	\$9,849.59		\$2,760,405.81
	Account Total		\$9,849.59	\$0.00	\$2,760,405.81
Acct# 04	SEWER INVESTMENTS			Beginning Balance	\$1,268,884.17
10/31/2025	Interest	INT Oct 25 4.22%	\$4,543.81		\$1,273,427.98
	Account Total		\$4,543.81	\$0.00	\$1,273,427.98
Acct# 05	WTR UTIL INVESTMENT			Beginning Balance	\$634,297.95
10/31/2025	Interest	INT Oct 25 4.22%	\$2,271.39		\$636,569.34
	Account Total		\$2,271.39	\$0.00	\$636,569.34
Acct# 06	TIF RELATED HOLDING			Beginning Balance	\$164,985.09
10/31/2025	Interest	INT Oct 25 4.22%	\$590.80		\$165,575.89
	Account Total		\$590.80	\$0.00	\$165,575.89
Acct# 07	LAIMON DONATION/LAKESIDE PARK			Beginning Balance	\$272,024.62
10/31/2025	Interest	INT Oct 25 4.22%	\$974.11		\$272,998.73

	Account Total		\$974.11	\$0.00	\$272,998.73
Acct# 08	CEMETARY PERPETUAL			Beginning Balance	\$37,248.20
10/31/2025	Interest	INT Oct 25 4.22%	\$133.38		\$37,381.58
	Account Total		\$133.38	\$0.00	\$37,381.58
Acct# 09	SEWER HOOKUP FEES			Beginning Balance	\$1,956,071.55
10/31/2025	Interest	INT Oct 25 4.22%	\$7,004.59		\$1,963,076.14
	Account Total		\$7,004.59	\$0.00	\$1,963,076.14
Acct# 12	WATER HOOKUP FEES			Beginning Balance	\$282,979.64
10/31/2025	Interest	INT Oct 25 4.22%	\$1,013.33		\$283,992.97
	Account Total		\$1,013.33	\$0.00	\$283,992.97
Acct# 16	LIBRARY			Beginning Balance	\$101,966.82
10/31/2025	Interest	INT Oct 25 4.22%	\$365.14		\$102,331.96
	Account Total		\$365.14	\$0.00	\$102,331.96

• There are no minimum or maximum dollar limits for deposits and withdrawals. However, to enhance investment performance for all LGIP participants, notify the LGIP Administrator, at least one day prior to the transaction date, of any deposits and/or withdrawals of \$10 million or more.

• There has been changes to your account security. The Local Government Investment Pool (LGIP) has a new security measure to protect your account. Your LGIP Account will be assigned a verification code to protect your account from unauthorized use. The verification code is used to validate your full user rights account access. To assist us in this new security measure, please make note of what your verification code is. For users with full user rights access, you can find your verification code on the LGIP website under your account settings. Please provide this verification code when calling LGIP. If you do not have online access, please contact the LGIP Administrator at lgip@wisconsin.gov.

• As a user of your LGIP account online, please ensure your user access is updated. If you would like to verify who has user access to your account, please email the administrator at LGIP@wisconsin.gov

Pewaukee Public Library - Monthly Statistics 2025

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Year to date	%
Circulation - ALL														
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	25546	23468	27323	25880	24601	30919	32449	28203	25483	26132			270004	99.64%
Circulation - Print and A/V														
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	20181	18557	21880	20813	19503	25807	27066	22708	20117	20485			217117	96.59%
Circulation - Overdrive														
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%
NON-PPL Titles 2025	4787	4418	4921	4557	4522	4587	4856	4977	4870	4944			47439	115.08%
PPL Titles 2025	0	0	0	0	0	0	0	0	0	382			382	
Total 2025	4787	4418	4921	4557	4522	4587	4856	4977	4870	5326			47821	
Circulation - Hoopla														
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	188	154	161	158	191	161	159	154	157	83	0	0	1566	135.58%
Instant 2025	390	339	361	352	385	364	368	364	339	238	0	0	3500	86.57%
Total 2025	578	493	522	510	576	525	527	518	496	321	0	0	5066	102.14%
% of Circulation Digital														
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	21.00%	20.93%	19.92%	19.58%	20.72%	16.53%	16.59%	19.48%	21.06%	20.15%			19.45%	
LSER (LIBRARY SERVICES EFFORT RATIO)														
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	90.17%	85.90%	87.83%	89.71%	88.38%	89.28%	88.11%						88.50%	
Circulation - Check Ins														
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	13,041	12,275	14,570	13,688	12,986	15,871	18,352	16,113	14,617	13,447			144,960	95.40%
Library Visits														
Monthly total 2024	9456	9532			1701	6230	5995	4589	3981	4832	3822	3599	53737	50.29%
Daily average 2024	394	381			243	249	231	177	166	186	159	156	234	64.16%
Monthly total 2025	4500	4230	4735	4995	4034	6467	6392	4528	4230	4837			48948	105.68%
Daily average 2025	173	176	175	185	208	259	246	181	169	179				
Reference Transactions														
2024	680	627	727	716	477	950	989	700	509	550	435	436	7796	62.79%

Pewaukee Public Library - Monthly Statistics 2025

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Year to date	%
2025	590	559	580	564	493	1098	859	647	603	544			6537	94.40%

New Library Cards Issued

2024	129	129	120	98	97	137	113	95	100	99	73	59	1249	94.91%
2025	114	81	113	115	94	169	133	97	98	80			1094	97.94%

Meetings Room Usage

2024	44	47	55	75	48	52	73	29	54	67	54	32	630	119.54%
2025	58	68	61	80	56	62	68	44	65	67			629	115.63%

Study Room Usage

2024	139	170	133	159	131	139	159	131	120	167	133	124	1705	159.20%
2025	153	182	157	154	151	149	45	130	119	100			1340	92.54%

Uses of Public Wireless Internet

2024	1210	1050		451	1149	1401	1318	931	1234	1434	1143	993	12314	97.73%
2025	348	4503	5121	5627	5219	4265	5247	4590	5323	6195			46438	456.26%

Use of Public Internet Computers

2024	457	513	474	509	282	364	380	443	377	395	339	341	4874	99.41%
2025	379	N/A	431	435	369	384	391	368	440	431			3628	86.50%

Website Visits

2024	14744	14903	19352	16068	16870	15999	15308	13505	13331	14730	15204	16575	186589	103.93%
2025	15180	14268	14013	20555	15063	15180	19116	17165	13921	13631			158092	102.12%

Children's Programs (0-5)

# 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	14	11	17	6	15	19	1	12	17			120	104.35%
Attendance	2025	291	676	494	771	319	728	783	31	556	809			5458	101.26%

Children's Programs (6-11)

# 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	5	5	7	6	17	18	2	4	7			75	120.97%
Attendance	2025	86	144	126	271	849	1198	678	300	111	312			4075	131.49%

Young Adult Programs (12-18)

# 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	3	3	4	1	4	0	3	2			24	109.09%
Attendance	2025	12	19	18	26	159	2	68	0	15	24			343	87.50%

Adult Programs (19+)

# 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	9	12	13	13	10	9	11	12	9			104	95.41%
Attendance	2025	35	118	206	224	220	139	108	142	289	100			1581	88.57%

Pewaukee Public Library - Monthly Statistics 2025

Jan Feb Mar April May June July Aug Sept Oct Nov Dec Year to date %

General Interest Program															
# 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	1	0	0	2	0	0	0	0			3	50.00%
Attendance	2025	0	0	120	0	0	404	0	0	0	0			524	75.94%
Children's Self-Directed Activities (0-5) (includes summer reading participation)															
# 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	0	0	0	0	2	1	0	0			3	300.00%
Attendance	2025	0	0	0	0	0	0	125	158	0	0			283	191.22%
Children's Self-Directed Activities (6-11) (includes summer reading participation)															
# 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	1	1	2	1	0	0	2	0	0			7	116.67%
Attendance	2025	0	15	121	38	20	0	0	736	0	0			930	94.99%
Young Adult Self-Directed Activities (12-18) (includes summer reading participation)															
# 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	3	4	3	3	5	4	3	3			36	124.14%
Attendance	2025	104	144	95	110	92	284	241	399	106	168			1743	145.37%
Adult Self-Directed Activities (19+) (includes summer reading participation)															
# 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	4	4	0	0	0	0	1	0	0			11	91.67%
Attendance	2025	196	366	375	0	0	0	0	255	0	0			1192	90.78%
Other Self-Directed Activities (All Ages) (includes summer reading participation)															
# 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	0	0	0	2	1	1	0	0			4	66.67%
Attendance	2025	0	0	0	0	0	357	165	52	0	0			574	54.00%

Pewaukee Public Library Director's Report November 2025

Public Services Department (from Emma Kutchenreuter, Library Services Manager)

- Circulation has continued to stay busy in October. Some pages and clerks have come in extra hours to shelve the back log of materials.
- A new library clerk, Courtney, started on 10/29. She has some educator experience and customer service experience and is in the process of getting her MLIS degree.
- The volunteers who had been helping with book repair have not been able to come in anymore due to other school or personal responsibilities. While I look for one or two new volunteers to help with repairs long term, our new clerk, Jess, has been working a couple of extra hours each week to repair books. I really appreciate her willingness to help with this!
- Due to some errors that were noticed with some materials being shelved incorrectly recently, I had all the pages put training slips into each item that they shelved for a week in October. I then went and retrieved them all daily and verified that things were shelved correctly. This helped me identify where additional training is needed. I was able to see what the most common errors were with each page and can now train each page accordingly to minimize mis-shelved items. I will be working on that in the next month.

Thanks for everything you do!

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



Pewaukee Public Library Director's Report November 2025

This is now our 3rd year of Trick or Treat at the Library, which was a big hit again estimating about 140 people total. The sustained success of this program and other programs like it show how important the library is to our community and that it can be a great gathering space. To keep things fresh, we added some new elements like a few games too. We had a lot of high school help this year again, and that really helps lighten the load on us, so we really appreciate their help.

Our new kids librarian Lauren is mostly trained up and really seems to be fitting in nicely. She's asking great questions and has embraced the programs that she inherited, and has some interesting ideas for some elementary-targeted programs of her own. Sandy has also been training her on cataloging and Madi will be teaching her ILL, so I appreciate that help and their expertise.

YOUR LIBRARY STORY



How has the library made a difference in your life?
Your story helps us show the many ways libraries support our community. So let us know how we helped you!

First Name: _____ Last Name: _____

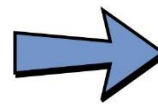
Email: _____

Share your story!

Not sure where to start? Here are a few ideas:

- How the library has helped you or your family
- A memorable library experience
- How you use the library in your everyday life
- Why the library is important to you

OR SCAN THE CODE
TO COMPLETE ONLINE



Can we feature your story in our newsletter or on social media?

YES NO

This helps us show others the many ways the library makes an impact.

Can we use a photo of you to complete your story?

YES NO

We'll reach out to schedule a time that works for you to come in.

Madi and I have started a new Impact Story program called "Your Library Story." So, whenever staff hears, or gets a compliment about a program or service we offer, we will be encouraging patrons to write them down. We're doing this for a couple of reasons. First, it's a great way to see what's working in the library. It's great for messaging and marketing if we can just get direct quotes from our own patrons. It's also a great way to build support and community and further call on these people in the event we ever

Pewaukee Public Library Director's Report November 2025

need to. Finally, it's just great to be thanked and see the impact that everyone is making and that they are appreciated. We intend to put a few on our social media, so be on the lookout for that.



I had the privilege of presenting at WLA in Middleton, October 29th with Mukwonago Community Library. We talked about collaboration, and mentioned all the wonderful programs that we've done together, social media posts we collaborated on, and the free exchange of ideas like our Murder Mystery Party that we've given to each other. Our presentation was well-received.

Adult Services Department (from Madi Cooper, Adult Services Manager)

- Thank you for letting me speak with you all last month! It's a great opportunity to be able to speak with you all face to face once a year.
- Mystery Party: Our masquerade mystery party was a great success! It's the first program I've ever done where everyone who signed up also showed up which was great. Throughout the party people participated and mingled. I was concerned we may see people try to duck off with friends but that was not the case at all. Everyone was really in it and you could tell they were

Pewaukee Public Library Director's Report November 2025

taking the guessing of the murderer very seriously. Although in the end no one ended up guessing correctly. However, as people were leaving for the night many people stopped to tell me that they hope we throw another one. Lisa and I are already looking into throwing a disco themed one.

- **Libby:** With Hoopla no longer being used, Nan and I have been working together to beef up our e-offerings through Overdrive (Libby). All of our previously owned Hoopla titles are now accessible in Libby as well as a purchase I made of about 50 titles. Overall, we already have nearly 400 titles that are strictly owned by Pewaukee. Of those 400, half of them are currently checked out, and the other ones have holds and are waiting to be checked out. There had been some push back when we originally announced we'd be getting rid of Hoopla, but I think these purchases are really helping shorten hold times for our patrons and provide them with what they are looking for. Which has always been our intention.

- **Your Library Stories:** The adult and children's librarians have partnered up to start 'Your Library Stories'. What this is a chance for patrons to tell us what the library means to them and give us a meaningful story of how they used our space/or materials to help them in some way. The intention of this to hear what our library is doing for the community and to highlight stories throughout the year. We are looking for more than just 'I love my library because I love to read'. We're hoping through this campaign we can show how important libraries are and all the different services we can provide. We will have online forms and in person forms people can fill out with prompts on why the Pewaukee Library is important to them. We are hoping to officially launch this campaign between Thanksgiving and Christmas.

Thanks for everything you do!

Administration (from Nan Champe, Library Director)

- *Meetings/Events attended:*
 - October 3: Staff Development Day
 - October 6: Department Head's Meeting/Village of Pewaukee
 - October 7: Village Board Meeting
 - October 8: APL at Fort Atkinson Library
 - October 13: Budget Workshop/City of Pewaukee
 - October 14: ACT 150 Meeting
 - October 15: PPL Library Board Meeting
 - October 16: PPL Department Heads Meeting
- *Employee Updates.*
 - Abby Schieber resigned as a regular Library Clerk as of October 14, 2025. Abby will continue to work for the Library on a substitute basis.
 - Emma was quickly able to fill the vacant Library Clerk position and we have hired Courtney Kissinger. Courtney's first day was October 29, 2025.
- *Building Updates:*
 - KEI notified me that 24 Spirea plants were dead. I asked why and was notified that they usually live for 15-20 years. They were simply old. I have had the plants removed.

Pewaukee Public Library
Director's Report
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- Four trees were also taken down on the property. Three of the trees had emerald ash borer infections and one tree was blocking the camera view in the parking lot. All of the infected trees have now been removed from the property. Next year we can address replacement of these items.
- *2026 Joint Library Budget and 2026 Capital Improvement Budget Request (AGENDA ITEM).* The City approved their final budget on November 3rd. I have made a slight revision on the Library's budget to reflect the Library appropriation amount that was in the City's approved budget. The Village will meet to approve their final budget on November 18th. I will provide an update of that meeting at the Library Board Meeting.
- *Annual Addendum (AGENDA ITEM).* The review and approval of this addendum is an annual agenda item. The totals presented in this document are based on the approved 2026 budget for the Bridges Library System. The compensation rate for Prairie Lakes is set in accordance with state law, while the rate for services provided to TNR residents in Waukesha County and other interlibrary services is determined by the *Waukesha County Library Plan 2022–2026*.
- *ACT 150 Committee Update (AGENDA ITEM).* I have been serving on the ACT 150 Committee, which is responsible for drafting and proposing a revised *Waukesha County Library Plan* for 2027–2032. At the upcoming meeting, I will provide an update on proposed changes to this document. I would like to bring to the Library Board's attention one issue of significant concern: the equitable distribution of tax revenue collected from Waukesha County TNR residents. The *Library Plan* currently employs a complex distribution formula designed to allocate these funds fairly among libraries, compensating them for services provided to TNR residents and for additional lending and services extended to librated residents. Upon reviewing the data, I am deeply concerned that the existing formula may now be creating unintended inequities in how these funds are distributed. It is important that adjustments be made to ensure the equitable allocation of these resources. Supporting data has been provided to illustrate this issue.

**Pewaukee Public Library 2026 Budget
with revisions 11/2025**

OPERATIONS BUDGET EXPENDITURES	Budget 2024	Actual 2024	Actual 2024	June 30, 2025 Actual	Budget 2025	Budget 2026	Actual +/-	% Change
110 Library Salaries	668,000	661,429	-6,571	304,549	688,000	708,590	20,590	2.99%
130 Benefits	213,710	209,182	-4,528	110,982	223,435	220,186	-3,249	-1.45%
Social Security (6.2%)	41,416	39,796	-1,620	18,064	42,650	43,932	1,282	3.01%
Medicare (1.45%)	9,686	9,307	-379	4,225	9,975	10,275	300	3.01%
Retirement (WRS 7.2%)	37,691	36,897	-794	16,341	36,502	38,242	1,740	4.77%
Dental	2,045	1,868	-177	843	1,865	1,571	-294	-15.79%
Disability	4,000	3,730	-270	1,855	3,964	3,621	-343	-8.65%
Health	117,660	116,574	-1,086	69,034	127,511	121,770	-5,741	-4.50%
Life Insurance	1,212	1,010	-202	466	968	775	-193	-19.94%
Materials Budget	125,462	126,885	1,423	51,037	126,307	128,737	2,430	1.92%
140 Subscriptions	7,000	6,875	-125	2,053	7,000	7,000	0	0.00%
141 Print Materials	80,500	76,977	-3,523	25,891	80,500	80,500	0	0.00%
142 Non-Print Materials	14,000	13,029	-971	6,918	14,700	14,700	0	0.00%
312 Digital Materials	23,962	30,005	4,795	16,175	24,107	26,537	2,430	10.08%
143 Technology	44,628	45,811	1,183	33,618	45,548	45,526	-22	-0.05%
CAFÉ - ILS System Computer Equipment/Installation	24,176	24,176	0	25,366	25,366	25,252	-114	-0.45%
Taylor Computing - Managed Services	9,000	11,511	2,511	1,827	9,000	9,000	0	0.00%
Software Licenses	5,800	3,774	-2,026	2,080	4,244	4,160	-84	-1.98%
Envisionware Software & Maintenance	2,675	1,936	-739	1,427	3,280	2,700	-580	-17.68%
T-1 Line: Wisnet	1,777	3,214	1,437	2,317	2,458	3,214	756	30.76%
	1,200	1,200	0	600	1,200	1,200	0	0.00%
144 Mileage, Supplies, Other Expenditures	19,580	19,452	-128	5,766	14,045	13,600	-445	-3.17%
Copier Services: James Imaging Contract	6,680	5,352	-1,328	0	0	0	0	#DIV/0!
Rhyme Copier Maintenance Contract	0	1,063	1,063	960	1,400	1,400	0	0.00%
Marketing	900	850	-50	0	0	0	0	#DIV/0!
Postage/Shipping/Freight	1,500	184	-1,316	194	1,145	200	-945	-82.53%
Office Supplies	5,000	3,499	-1,501	1,762	4,000	3,500	-500	-12.50%
RFID Tags	1,500	3,038	1,538	936	1,500	3,000	1,500	100.00%
Processing/Repair Supplie	4,000	5,466	1,466	1,913	6,000	5,500	-500	-8.33%
146 Staff Development	3,750	3,560	-190	1,473	3,000	3,000	0	0.00%
Conference Attendance	2,000	1,218	-782	45	1,500	1,500	0	0.00%
Professional Association Memberships	1,000	1,151	151	400	750	750	0	0.00%
Staff Development Days	0	330	330	880	350	350	0	0.00%
New Hire	250	320	70	47	150	150	0	0.00%
Mileage	500	541	41	100	250	250	0	0.00%

**Pewaukee Public Library 2026 Budget
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OPERATIONS BUDGET EXPENDITURES	Budget 2024	Actual 2024	Actual 2024	June 30, 2025 Actual	Budget 2025	Budget 2026	Actual +/-	% Change
150 Professional Services	45,936	47,015	1,079	8,944	45,936	47,015	1,079	2.35%
Auditing Services	6,350	6,673	323	5,401	6,350	6,673	323	5.09%
Fiscal Agent Services	19,086	19,086	0	3,543	19,086	19,086	0	0.00%
Insurance: Liability	6,800	6,006	-794	0	6,800	6,006	-794	-11.68%
Insurance: Property	12,700	14,397	1,697	0	12,700	14,397	1,697	13.36%
Insurance: Worker's Comp	1,000	853	-147	0	1,000	853	-147	-14.70%
160 Library Annual Municipal Fees	7,776	3,106	-4,670	0	3,782	2,200	-1,582	-41.83%
Utility - Water, Sewer Stormwater, Fire Prot.								
Publ Fire Prot	2,000	1,218	-782	1,100	2,095	2,200	105	5.01%
Utility - Transportation	3,776	1,889	-1,887	0	0	0	0	#DIV/0!
Fire and EMS	2,000	0	-2,000	0	1,687	0	-1,687	-100.00%
310 Building Maintenance	89,700	115,766	26,066	41,512	93,332	92,813	-519	-0.56%
Carpet/Window Cleaning	3,400	0	-3,400	0	3,400	3,400	0	0.00%
Cleaning Services (Contract)	32,730	32,808	78	16,704	33,385	34,076	691	2.07%
Cleaning/Building Supplies	4,000	3,741	-259	466	4,000	4,000	0	0.00%
Elevator Inspections/Permits/Maintenance	1,800	13,836	12,036	1,702	1,977	1,640	-337	-17.05%
Fire: Inspections & Permits & Maintenance	1900	1,775	-125	5,734	4,561	1,775	-2,786	-61.08%
Fire Monitoring	1400	1,700	300	1,570	1,400	1,700	300	21.43%
General: Maintenance & Repair & Speciality Cleaning	12,000	25,647	13,647	3,836	12,000	12,000	0	0.00%
HVAC Maintenance	6,500	4,700	-1,800	469	7,756	4,700	-3,056	-39.40%
Lawn Care	15,790	20,561	4,771	5,940	17,678	18,523	845	4.78%
Snow Plowing	10,180	10,999	819	5,091	7,175	10,999	3,824	53.30%
311 Utilities	55,013	53,034	-1,979	21,638	52,930	53,034	104	0.20%
Electric	40,000	39,843	-157	14,262	39,279	39,843	564	1.44%
Gas	8,600	6,769	-1,831	4,358	6,681	6,769	88	1.32%
Telephone	6,413	6,422	9	3,018	6,970	6,422	-548	-7.86%
313 Programs	5,250	5,132	-118	2,010	5,000	5,000	0	0.00%
Programming - Adult	2,250	2,340	90	400	2,000	2,000	0	0.00%
Programming - Children's	3,000	2,077	-923	1,243	2,500	2,250	-250	-10.00%
Programming - Young Adult	0	715	715	366	500	750	250	50.00%
400 Legal	4,000	6,309	2,309	2,653	4,000	4,000	0	0.00%

**Pewaukee Public Library 2026 Budget
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OPERATIONS BUDGET EXPENDITURES	Budget 2024	Actual 2024	Actual 2024	June 30, 2025 Actual	Budget 2025	Budget 2026	Actual +/-	% Change
450 Grants	9,038	10,588	1,550	9,063	7,263	6,763	-500	-6.88%
Bridges Grants (E-Materials)	6,038	6,038	0	3,263	3,263	3,263	0	0.00%
Bridges Non Competitive Grant (Non-materials)	3,000	3,000	0	0	4,000	3,500	-500	-12.50%
Bridges Competative Grant	0	0		5,000	0	0	0	#DIV/0!
LSTA SEWI Grant	0	1,500	1,500	0	0	0	0	#DIV/0!
Delta Grant	0	0	0	300	0	0	0	#DIV/0!
			50					
Greater MKE Foundation	0	50		500	0	0	0	#DIV/0!
500 Donations	6,500	17,119	10,619	7,423	8,000	7,000	-1,000	-12.50%
Friends : Explore Passes/Library of Things	6,500	5,499	-1,001	2,396	8,000	7,000	-1,000	-12.50%
Donations: Various	0	11,620	11,620	5,027	0	0		
000 Library Outlay (Fund Balance)	20,200	68,646	48,446	27,179	25,000	39,000	14,000	56.00%
Purchase 2 new copy machines	10,000	8,374	-1,626	0	0	0	0	#DIV/0!
Security Gates	10,200	11,291	1,091	0	0	0	0	#DIV/0!
LED Light Upgrade		4,800	4,800	7,244	10,000	0	-10,000	-100.00%
Security Camera Replacement			0	19,935	15,000	0	-15,000	-100.00%
Carpet Replacement		44,181	44,181		0	14,000	14,000	100.00%
Website Upgrade						15,000	15,000	#DIV/0!
Compensation Study						10,000	10,000	#DIV/0!
TOTAL OPERATIONS BUDGET EXPENDITURES	1,318,543	1,393,034	74,491	627,846	1,345,578	1,376,464	30,886	2.30%

**Pewaukee Public Library 2026 Budget
with revisions 11/2025**

<i>OPERATIONS BUDGET</i>	<i>Budget</i>	<i>Actual</i>	<i>Actual</i>	<i>June 30,</i>	<i>Budget</i>	<i>Budget</i>	<i>Actual</i>	<i>%</i>
<i>REVENUES</i>	<i>2024</i>	<i>2024</i>	<i>2024</i>	<i>2025</i>	<i>2025</i>	<i>2026</i>	<i>+/-</i>	<i>Change</i>
				<i>Actual</i>				
43790 County Lib Aids	118,774	118,324	-450	59,382	114,563	134,368	19,805	17.29%
Waukesha County	114,627	114,627	0	55,175	110,349	129,179	18,830	17.06%
Prairie Lakes	897	446	-451	7	13	268	255	1961.54%
Jefferson Co.	2,250	2,250	0	3,235	3,235	3,401	166	5.13%
Dodge Co.	488	489	1	245	245	383	138	56.32%
Ozaukee Co.	0	0	0	30	30	0	-30	-100.00%
Washington Co.	512	512	0	691	691	1,137	446	64.54%
46710 Library Fines	7,609	8,054	445	4,246	8,681	8,054	-627	-7.22%
48110 Interest Income	338	6,215	5,877	3,393	9,769	6,214	-3,555	-36.39%
7-Month CD		1,316		0	2,887	1,316	-1,571	-54.42%
15-Month CD		1,187		0	5,680	1,187	-4,493	-79.10%
North Shore Interest		1,149		324	0	1,148	1,148	#DIV/0!
LGIP Interest		2,563		3,070	1,202	2,563	1,361	113.23%
48500-000 Donations	6,500	21,812	15,312	17,700	8,000	7,000	-1,000	-12.50%
48500-100 Misc. Revenues	6,500	15,645	9,145	4,101	8,251	15,645	7,394	89.61%
48500-000-300 Copies & Room Rentals	0	0	0	1,323	0	0	0	#DIV/0!
48500-200 Grants	9,038	11,720	2,682	3,563	7,263	7,263	0	0.00%
Bridges - Hoopla Grant	6,038	6,038	0	3,263	3,263	3,263	0	0.00%
Bridges - Library Improvement Grant	3,000	3,000	0	0	3,500	3,500	0	0.00%
Delta Kappa Gamma Bridges - Adult Program Grant		202		300			0	#DIV/0!
LSTA SEWI Grant		400		0	500	500	0	0.00%
		2,081					0	#DIV/0!
48440-000 Insurance								
Recoveries	0	48,736	48,736	0	0	0	0	#DIV/0!
49300-000 Fund								
Balance Applied	20,200	3,319	-16,881	0	57,211	39,021	-18,190	-31.79%
Revenue Sub Total	139,721	218,785	79,064	90,146	206,475	217,565	11,090	5.37%
Total Contribution								
Subtotal	1,178,822	1,174,249	-4,573	537,701	1,139,103	1,158,899	19,795	1.74%
49000-000 City								
Contribution MIN.			0	434,934	869,687	879,446	9,759	1.12%
49000-000 City Above the MIN.			0	0	0	11,020	11,020	100.00%
Total City Contribution	896,675	896,675	0	434,934	869,687	890,466	20,779	2.39%
49001-000 Village								
Contribution MIN.			0	131,076	262,153	262,477	324	0.12%
49001-000 Village Above the MIN			0	0	0	5,956	5,956	100.00%
Total Village								
Contribution	262,534	262,534	0	131,076	262,153	268,433	6,280	2.40%
SUB TOTAL	1,298,930	1,377,994	79,064	656,156	1,338,315	1,376,464	38,149	2.85%

**Pewaukee Public Library 2026 Budget
with revisions 11/2025**

CAPITAL BUDGET EXPENDITURES	<i>Budget</i> 2024	<i>Actual</i> 2024	<i>Actual</i> 2024	<i>June 30, 2025 Actual</i>	<i>Budget</i> 2025	<i>Budget</i> 2026	<i>Actual</i> +/-	<i>% Change</i>
200-00-57140-000-000	0	0	0	6,957	0	190,000	190,000	#DIV/0!
Water Softener	0	0	0	6,957	0	0	0	#DIV/0!
Flat Roof Replacement	0	0	0	0	0	130,000	130,000	#DIV/0!
HVAC Control Replacement	0	0	0	0	0	60,000	60,000	#DIV/0!
TOTAL CAPITAL BUDGET EXPENDITURES	0	0	0	6,957	0	190,000	190,000	#DIV/0!

CAPITAL BUDGET REVENUES	<i>Budget</i> 2024	<i>Actual</i> 2024	<i>Actual</i> 2024	<i>June 30, 2025 Actual</i>	<i>Budget</i> 2025	<i>Budget</i> 2026	<i>Actual</i> +/-	<i>% Change</i>
City Contribution Water Softener	0	0	0	1,391	0	0	0	#DIV/0!
City Contribution Roof	0	0	0	0	0	26,000	26,000	#DIV/0!
City Contribution HVAC Controls	0	0	0	0	0	12,000	12,000	#DIV/0!
Total City Contribution	0	0	0	1,391	0	38,000	38,000	#DIV/0!
Village Contribution Water Softener	0	0	0	5,566	0	0	0	#DIV/0!
Village Contribution Roof	0	0	0	0	0	104,000	104,000	#DIV/0!
Village Contribution HVAC Controls	0	0	0	0	0	48,000	48,000	#DIV/0!
Total Village Contribution	0	0	0	5,566	0	152,000	152,000	#DIV/0!
200-00-57140-000-000	0	0	0	6,957	0	190,000	190,000	#DIV/0!

Comparison of Calculated Distribution vs Actual Distribution of TNR Funds for 2026

	Eagle	Big Bend	Brookfield Public Library	Butler Public Library	Delafield Public Library	Elm Grove Public Library	Hartland Public Library	Menomonee Falls Public Library
2026 WITH 2024 DATA								
Formula Distribution (Column O)	\$28,995	\$46,053	\$241,361	\$43,443	\$677,089	\$23,724	\$346,549	\$44,880
% of Formula Distribution 2026	0.61%	0.98%	5.12%	0.92%	14.36%	0.50%	7.35%	0.95%
Actual Distribution (Column U)	\$23,854	\$37,116	\$300,145	\$30,825	\$507,397	\$49,341	\$361,229	\$44,880
TNR Revenue for Distribution 2026	\$4,715,336	\$4,715,336	\$4,715,336	\$4,715,336	\$4,715,336	\$4,715,336	\$4,715,336	\$4,715,336
% of Actual Distribution 2026	0.51%	0.79%	6.37%	0.65%	10.76%	1.05%	7.66%	0.95%
Difference	-\$5,141	-\$8,937	\$58,784	-\$12,618	-\$169,692	\$25,617	\$14,680	\$0

	Mukwonago Community Library	Muskego Public Library	New Berlin Public Library	Oconomowoc Public Library	Pauline Haass Library (Sussex)	Pewaukee Public Library	Town Hall Library	Waukesha Public Library
2026 WITH 2024 DATA								
Formula Distribution (Column O)	\$713,906	\$115,963	\$22,252	\$451,329	\$678,881	\$143,163	\$122,700	\$1,015,049
% of Formula Distribution 2026	15.14%	2.46%	0.47%	9.57%	14.40%	3.04%	2.60%	21.53%
Actual Distribution (Column U)	\$599,848	\$122,219	\$22,252	\$401,157	\$685,686	\$129,179	\$118,016	\$1,282,191
TNR Revenue for Distribution 2026	\$4,715,336	\$4,715,336	\$4,715,336	\$4,715,336	\$4,715,336	\$4,715,336	\$4,715,336	\$4,715,336
% of Actual Distribution 2026	12.72%	2.59%	0.47%	8.51%	14.54%	2.74%	2.50%	27.19%
Difference	-\$114,058	\$6,256	\$0	-\$50,172	\$6,805	-\$13,984	-\$4,684	\$267,142

Projected 2026 Library Tax Levy Distribution

Lib.	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	
	Act 150 State \$ Amt. Minimum (a)	Crossover Lending for 2024 (a)(b)	Crossover (Borrowing) for 2024 (a)(b)	Net Crossover Lending/(Borrowing) (B+C) (a)(b)	TNR Circ. for 2024 (a)(b)	Net COB/ TNR (D + E) (a)(b)	Interlib. Loan (ILL) Lending for 2024 (a)	Interlib. Loan (ILL) Borrowing for 2024 (a)	Net Interlib. Loan (G + H) (a)	Net COB/ TNR / ILL (F + I) (a)(b)	Only Positive Net COB/ TNR/ILL (a)(b)	% of Column K	Proportion of Excess Revenue (B27 X Column L)	Lib.	Act 150 State \$ Amt. Minimum (a)	Unadjusted Distribution Level (M + N)	2025 Actual Lib. Tax Levy Distribution (Prior Yr)	Unadjusted Increase/ (Decrease) from 2025 (O - P)	Adjusted Increase/ (Decrease) from 2025 \$5K or 5% (Unless too low) (c)	Preliminary Payment (P + R)	Distributing Surplus/ (Deficit) Revenue (Based on Column L)	Distribution Totals (S + T)	Over/ (Under) 2025 Distribution (U - P)	% Chng
BB	30,660	1,311 +	(6,011) =	(4,700) +	9,853 =	5,153	9,930	(6,154)	3,776	8,929	8,929	0.8%	\$15,393 +	BB	\$30,660 =	\$46,053	\$33,087	\$12,966	\$1,654	\$34,741 +	\$2,375 =	\$37,116	\$4,029	12.2%
BR	164,857	77,272 +	(71,722) =	5,550 +	43,671 =	49,221	78,560	(83,403)	(4,843)	44,378	44,378	4.2%	\$76,504 +	BR	\$164,857 =	\$241,361	\$293,341	(\$51,980)	(\$5,000)	\$288,341 +	\$11,804 =	\$300,145	\$6,804	2.3%
BU	3,315	18,668 +	(1,984) =	16,684 +	1,220 =	17,904	17,400	(12,027)	5,373	23,277	23,277	2.2%	\$40,128 +	BU	\$3,315 =	\$43,443	\$23,460	\$19,983	\$1,173	\$24,633 +	\$6,192 =	\$30,825	\$7,365	31.4%
DE	425,560	22,985 +	(15,832) =	7,153 +	155,635 =	162,788	35,843	(52,726)	(16,883)	145,905	145,905	13.9%	\$251,529 +	DE	\$425,560 =	\$677,089	\$463,587	\$213,502	\$5,000	\$468,587 +	\$38,810 =	\$507,397	\$43,810	9.5%
EA	23,724	3,383 +	(13,144) =	(9,761) +	5,185 =	(4,576)	13,215	(9,636)	3,579	(997)				EA	\$23,724 =	\$23,724	\$25,109	(\$1,385)	(\$1,255)	\$23,854 +	\$0 =	\$23,854	(\$1,255)	-5.0%
EG	5,124	26,391 +	(23,647) =	2,744 +	1,271 =	4,015	34,906	(25,074)	9,832	13,847	13,847	1.3%	\$23,871 +	EG	\$5,124 =	\$28,995	\$48,061	(\$19,066)	(\$2,403)	\$45,658 +	\$3,683 =	\$49,341	\$1,280	2.7%
L	160,915	51,682 +	(15,759) =	35,923 +	76,430 =	112,353	28,012	(32,684)	(4,672)	107,681	107,681	10.2%	\$185,634 +	HL	\$160,915 =	\$346,549	\$327,587	\$18,962	\$5,000	\$332,587 +	\$28,642 =	\$361,229	\$33,642	10.3%
MF	44,880	16,019 +	(88,624) =	(72,605) =	12,092 =	(60,513)	73,293	(69,530)	3,763	(56,750)				MF	\$44,880 =	\$44,880	\$38,969	\$5,911	\$5,911	\$44,880 +	\$0 =	\$44,880	\$5,911	15.2%
MK	448,638	20,194 +	(6,471) =	13,723 +	141,067 =	154,790	29,239	(30,154)	(915)	153,875	153,875	14.6%	\$265,268 +	MK	\$448,638 =	\$713,906	\$553,918	\$159,988	\$5,000	\$558,918 +	\$40,930 =	\$599,848	\$45,930	8.3%
MS	43,096	24,374 +	(12,510) =	11,864 +	12,584 =	24,448	61,037	(43,217)	17,820	42,268	42,268	4.0%	\$72,867 +	MS	\$43,096 =	\$115,963	\$105,976	\$9,987	\$5,000	\$110,976 +	\$11,243 =	\$122,219	\$16,243	15.3%
NB	22,252	33,270 +	(48,497) =	(15,227) +	7,624 =	(7,603)	64,526	(63,493)	1,033	(6,570)				NB	\$22,252 =	\$22,252	\$19,490	\$2,762	\$2,762	\$22,252 +	\$0 =	\$22,252	\$2,762	14.2%
NL	111,946	5,962 +	(38,601) =	(32,639) +	18,721 =	(13,918)	33,457	(13,301)	20,156	6,238	6,238	0.6%	\$10,754 +	NL	\$111,946 =	\$122,700	\$111,357	\$11,343	\$5,000	\$116,357 +	\$1,659 =	\$118,016	\$6,659	6.0%
OW	279,147	15,089 +	(18,487) =	(3,398) +	114,957 =	111,559	30,414	(42,095)	(11,681)	99,878	99,878	9.5%	\$172,182 +	OW	\$279,147 =	\$451,329	\$369,590	\$81,739	\$5,000	\$374,590 +	\$26,567 =	\$401,157	\$31,567	8.5%
PK	126,627	44,790 +	(66,445) =	(21,655) +	40,686 =	19,031	43,912	(53,351)	(9,439)	9,592	9,592	0.9%	\$16,536 +	PK	\$126,627 =	\$143,163	\$110,349	\$32,814	\$16,278	\$126,627 +	\$2,551 =	\$129,179	\$18,830	17.1%
SX	339,174	82,379 +	(13,584) =	68,795 +	141,954 =	210,749	44,344	(58,038)	(13,694)	197,055	197,055	18.7%	\$339,707 +	SX	\$339,174 =	\$678,881	\$628,271	\$50,610	\$5,000	\$633,271 +	\$52,415 =	\$685,686	\$57,415	9.1%
WK	671,213	69,549 +	(72,000) =	(2,451) +	205,106 =	202,655	114,208	(117,413)	(3,205)	199,450	199,450	19.0%	\$343,836 +	WK	\$671,213 =	\$1,015,049	\$1,234,140	(\$219,091)	(\$5,000)	\$1,229,140 +	\$53,051 =	\$1,282,191	\$48,051	3.9%
TOTAL	\$2,901,127	513,318 +	(513,318) =	0	988,056	988,056	712,296	(712,296)	0	988,056	1,052,373	100.0%	\$1,814,209 +	TOTAL	\$2,901,127 =	\$4,715,336	\$4,386,292	\$329,044	\$49,120	\$4,435,412 +	\$279,922 =	\$4,715,335	\$329,043	7.5%

\$4,715,335 Total Library Tax Levy	\$2,901,127 Total Act 150 Minimum	\$1,814,208 Excess Revenue Available	\$4,715,335 Total Library Tax Levy	\$2,901,127 Total Act 150 Minimum	\$1,814,208 Excess Revenue Available
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Step 1: Determine Excess Revenue Available for Distribution

State law (s. 43.12) requires that library communities be compensated for at least 70% of their total cost per circulation to TNR communities. This is known as the Act 150 Minimum distribution amount (column A and column N). Under this formula, additional Library Tax Levy above the Act 150 Minimum is labeled Excess Revenue Available for Distribution and is allocated to libraries based on a proxy for effort in Step 3.

The Amount of Excess Revenue Available is shown in the box above.

Step 2: Determine Effort -- Level of Outside Lending

This is first calculated by adding the amount of materials a library lends to another library community (crossover lending in column B) to the amount of materials borrowed from other library communities (crossover borrowing in column C) to get Net Crossover Lending/(Borrowing) (column D). Positive numbers indicate that the community is a net crossover lender, while negative figures indicate that the community is a net crossover borrower. This number is then added to the total circulation to communities without a library (True Non-Resident (TNR)) (column E) to produce the Net Crossover Borrowing/TNR (Net COB/TNR) circulation figure (column F). Positive Net COB/TNR figures indicate that the community is an overall net lender (to both library and TNR communities, as a whole), and negative figures indicate that the community is a net borrower. The formula was modified during 2011 (Enrolled Ordinance 166-33) to broaden the definition of outside lending effort to include materials borrowed and lent through interlibrary loan (ILL). (The previous definition included only materials physically checked out by individuals in-person at member libraries). A net interlibrary loan figure (column I) is generated by adding together interlibrary loan lending (column G) with interlibrary loan borrowing (column H). This net interlibrary loan figure is added to Net COB/TNR (column F) to get a Net COB/TNR/ILL (column J).

Step 3: Initial Allocation of Excess Revenue Available for Distribution

Only libraries with positive COB/TNR/ILL circulation (column J) receive this initial allocation. The allocation is based on the proportion of each library's positive circulation (column L), which is multiplied by the Excess Revenue Available (determined in Step 1) to produce the initial allocation (column M).

This initial allocation is then added to each library's Act 150 Minimum distribution to get the Unadjusted Distribution Level (column M + column N = column O).

Step 4: Adjustment -- Limiting Increases/(Decreases)

This formula limits increases and decreases in order to provide some stability in funding across years under the proposed formula.

Column Q shows the unadjusted increases/(decreases) from the prior year (column O - column P). Column R limits changes in funding to 5% of the prior year distribution or \$5,000, whichever is less. In accordance with state law, the limits are modified, where applicable, to prevent a library's funding from declining below their Act 150 Minimum. This adjustment results in a Preliminary Payment (Column S).

See footnote C.

Step 5: Distribute Surplus/(Deficient) Revenue

After limiting increases and decreases in Step 4, the total Preliminary Payment (total for column S) will be higher or lower than the Total Library Tax Levy, producing Surplus or Deficit Revenue, respectively. The surplus/(deficit) is listed in the table above.

If the preliminary payment produces a surplus, the surplus is distributed to overall net lenders (i.e., libraries with positive Net COB/TNR/ILL circulation in column K), based on each library's proportion of positive Net COB/TNR/ILL circulation in column L. Distributing surplus this way rewards libraries for effort (lending to outside communities). This surplus appears in column T. If the preliminary payment produces a deficit, the formula distributes decreases to libraries that received an increase during the adjustment in Step 4 (positive dollar amounts in column R). In effect, each of these libraries' increases in column R is decreased by the same percentage (would appear as a negative figure in column T), until the deficit is eliminated. In accordance with state law, the decreases are modified, where applicable, to prevent a library's funding from declining below their Act 150 Minimum distribution.

(a) The Act 150 minimum amounts and the Circulation numbers used to calculate this formula use figures provided by the Bridges Director (see Step 1).

(b) Circulation Figures are obtained from 2024 and used for the 2026 Budget year.

(c) If the 5% or \$5,000 limit placed on the changes in distribution (from prior year) produce a deficit large enough that there isn't enough increases (the positive numbers in column L) to offset, then the 5% or \$5,000 limit is adjusted upwards. In this event, the limit is to be raised by 5% points (e.g., 10%, 15%, 20%) and \$5,000 increments (e.g., \$10,000, \$15,000, \$20,000) simultaneously, until the deficit is low enough to be absorbed by the increases. (However, % decreases may not exceed 25%, while the dollar decrease limit may continue to rise incrementally.) For 2026, the decrease limit is estimated to remain at 5% or \$5,000.

PUBLIC COMPUTER, INTERNET AND WIRELESS POLICY

The Board of Trustees [Board] for the Pewaukee Public Library [Library] would like to provide equitable access to information in print and electronic formats. In order to fulfill this objective, the Library provides computers which the public may use to access the Library's online catalog and computers equipped with word processing software and/or an Internet connection. For patrons who own their own personal devices, the Library also provides free wireless [WiFi].

Library Owned Online Catalog Computers

Online catalog computers are available throughout the Library for patrons to use at their own discretion to search the Library's online catalog. These computers may not be used to search the Internet and are available on a first-come first-served basis.

Library Owned Computers

- Patrons are required to sign in to these computers with their CAFÉ library card number. ~~Patrons who are ineligible for a CAFÉ library card may be issued a guest pass for computer use.~~ Those who are ineligible for a free CAFÉ library card may request a guest pass for computer use. Identification is required each time a guest pass is issued. For details on library card eligibility, please refer to the [Library Card Policy](#).
- Patrons are required to accept the terms and conditions of the Library's Public Computer, Internet and Wireless Acceptable Use Agreement in order to use a Library owned computer.
- Sessions will be 90 minutes. After 90 minutes of use, a patron may request an extension. Staff may extend a session in 30-minute increments as long as other stations are available for use.
- Security software is installed on each computer which will limit public access to certain settings and programs and in turn, may limit some functionality.
- Computers will automatically shut-down 10 minutes prior to closing.
- Files can only be temporarily saved on these computers and will be deleted after a patron signs out of the computer. Patrons need to provide their own storage device to save and store any personal documents. The Library is not responsible for loss of data that may occur due to automatic shutdown protocols.
- Patrons should use their own headphones if they would like to listen to sound on a Library owned computer. Otherwise, the sound on the computers must be shut off.

Library Owned Chromebooks

- Patrons may checkout a Chromebook for in-building use only.
- Patrons must have a current CAFÉ Library card without any fines or fees to checkout a Chromebook.
- Checkout is on a first come, first served basis. There is no time limit on the daily checkout but it must be returned to Library staff ½ hour (30 minutes) before the Library closes.

- Patrons must follow the Library's Public Computer, Internet and Wireless Acceptable Use Agreement.
- By checking out the device, the patron assumes responsibility for any damage or loss to the Chromebook or accessories that occurs during their checkout period.
- Each Chromebook is managed through the Library's Google Workspace Account. Security settings are enabled on each device which will limit public access to certain settings and programs and in turn, may limit some functionality.
- Files cannot be saved on a Chromebook. Patrons need to provide their own storage device to save and store any personal documents or they will need their own cloud storage account.
- The Library is not responsible for any damage to user-owned materials or data used on Library equipment.
- Patrons should use their own headphones if they would like to listen to sound on a Library owned computer. Study rooms are available if a patron would like to use sound without headphones. Otherwise, the sound on their device must be shut off.

WiFi

- ~~• Patrons are required to accept the terms and conditions of the Library's Public Computer, Internet and Wireless Acceptable Use Agreement in order to use the Library's public WiFi service.~~
- Patrons must follow the Library's Public Computer, Internet and Wireless Acceptable Use Agreement.
- This WiFi connection is unsecured and open to everyone. Virus, security, and privacy protection are the responsibility of the patron.
- This WiFi connection provides unfiltered access to the Internet.
- The Library does not guarantee that all personal devices will be able to connect to the wireless network. Staff will try to assist but considering the different requirements of personal devices, they may not be able to solve the issue.
- Response speed, bandwidth, and continuity of connection are not guaranteed.
- Patrons should use headphones when listening to sound on their personal device in a public area of the Library. Study rooms are available if a patron would like to use sound without headphones. Otherwise, the sound on their device must be shut off.

A Minor's (17 years of age and younger) Use of Library Computers and WiFi

Minors are welcome to use the Library owned computers and the Library's WiFi connection. They may log into a library owned computer using their CAFÉ library card. If a minor is ineligible for a library card, a parent or guardian must be present to obtain a guest pass for them. The parent or guardian must provide identification as proof of the minor's ineligibility for a CAFÉ library card. Identification is required each time a guest pass is issued.

Pursuant to federal law, the Library has adopted and implemented reasonable measures for the protection of minors while using Library computers to access the Internet, including the use of a firewall to regulate network traffic and filtering software to prevent access to content which is considered obscene or harmful to minors. While filtering software blocks access to some content, it does not block all material users may find offensive.

Apart from the aforementioned firewall and filtering measures implemented by the Library for Library owned computers, any additional restrictions of a minor's use of these systems is the responsibility of the minor's legal guardian. Library staff do not monitor the Internet sessions of minors, nor will they regulate what is appropriate for them to view. It is the primary responsibility of the user (or legal guardian) to determine what is appropriate. The foregoing notwithstanding, the Library will promptly look into any recurring reports that its firewall or filtering software on Library owned computers is not adequately screening materials considered harmful to minors under federal law.

Printing

Patrons may print using the Library's public printer from Library owned computers for a nominal fee. Users may also print wirelessly to the Library's public printer using the Library's wireless printing software. The cost to print is 10 cents per page for black & white copies. Patrons must use Library supplied paper for printing.

Staff Assistance

Library staff are available to assist patrons with their use of computer hardware and software. Staff will provide general technical support and research assistance. Due to the limits on staff time and the variations in hardware and software, Library staff are not able to provide complete technical support. Staff will use their best judgement when setting limits on the amount of assistance they are able to provide.

The Library Board and Accessible Services

Role of the Board / Role of the Director

The board is the governing body for the library and, as such, has a responsibility to assure that the library and its policies are in compliance with all laws, including the federal Americans with Disabilities Act (ADA). The section of the ADA that will be discussed in this *Trustee Essential* requires that all library services must be accessible to people with disabilities. However, people with disabilities are not the only population in the community for whom using the library may be difficult, limited, or minimized.

The library should consider all special populations when discussing issues of access - physical and otherwise. Defining and identifying special populations depends on each library community. Special populations include - but are not limited to: English language learners, people who are homeless and/or live in poverty, people who are displaced or live in residential care, foster care, detention, or treatment facilities, people in underserved areas or with diverse backgrounds, people with disabilities, and people with limited literacy or information skills. The library director has the responsibility to stay abreast of current issues related to making services accessible and to present the options to the board for its consideration.

ADA Background on Accessible Services

The ADA, passed in 1990, was written to ensure that people who had disabilities would not be denied access to the services and buildings that everyone else had access to.

The requirement to provide accessible services is not dependent on a building's being accessible. Public library services must be made available in some way if the building is not accessible. The best way to provide access to most library services is to have an accessible building. But some accommodations can and must be made until such time as the building is remodeled or a new building is constructed. Provision of certain services may require accommodations even if the building is accessible.

Types of Disabilities that may Require Accommodations to Make Library Services Accessible

Mobility impairments

People who use wheelchairs, crutches, and/or braces may have difficulty accessing library services, even if they can get into the building. Other people may also need accommodations, if they have limited ability to walk, or to reach, or

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- How to make your library services accessible to all members of the community
- Your responsibility in regard to implementing ADA requirements for accessible services

grasp, or turn pages. If the building itself is not accessible, the problem of providing access to services is more complicated. Some libraries offer services by phone and make selections for their patrons and then either bring the materials out to the people who cannot come into the building or else deliver them to their homes. Some libraries offer a drive-up window with customized service to make pickup and delivery easier for people with disabilities—and provide a great convenience to the general public. Many libraries offer outreach services to nursing homes. One helpful service public libraries can provide is to refer people with severe mobility limitations to the Wisconsin Talking Book and Braille Library, from which they can access recorded materials and automatic page turners if they are unable to hold a book or turn pages.

Tables and seating areas should be designed so those patrons who use wheelchairs have adequate access to them. Computer workstations can be adapted in several ways to make use of computers easier for people who use wheelchairs. The table must accommodate wheelchairs in terms of height and legroom under it. A long cord can be added to the keyboard so it can be lifted down onto the tray of a wheelchair. A trackball can be added as an alternative to a mouse, or in addition to one. Trackballs are easier for some people to manipulate. The service desk is required to have at least one section that is no higher than 36 inches. Service dogs (certified dogs should be wearing a collar or backpack that identifies them as trained service companions) must be allowed to accompany their owners in public buildings.

All library patrons, including those who have any type of disability, should be welcomed, and staff should try to talk directly to them, rather than to friends or family who may be with them. Children with physical disabilities should be welcomed at programs that are developmentally appropriate for them. Accommodations at story hours or other programs should be made to help every child feel comfortable, accepted, and an active participant in the program.

The library collection should include resource materials on physical disabilities. Some collections include toys adapted for children with mobility impairments. Library publicity should routinely include a phone number (and a TDD number if available) to call if accommodations are needed.

Blindness and vision impairments

Public libraries frequently act as an intermediary in connecting people who are blind with the Wisconsin Talking Book and Braille Library, where they can receive audio recordings of books and Braille materials. Computer workstations can be adapted with software that reads the text aloud. This feature can be very helpful to people with learning disabilities, adults who are just starting to learn to read, and people who are learning English. The library's webpage should follow universal design recommendations, so that it can be read easily by people who use a screen reader.

The library can purchase or borrow DVDs that have descriptive narration and captioning. Library materials in Braille can be added to the collection. The library's regular collection of CDs, computer software and recorded books can be made accessible to patrons who are blind if clear Braille labels are added. Brailist organizations may be able to do this for the library at very little cost. Large-print

materials should be available for both adult and child patrons who have some vision but can more easily read large-print. Library brochures and fliers should be routinely printed in large print, or large print versions should be made available. Audio materials may also be of interest to patrons who have limited vision. The library can also, upon request, be a referral point to the Wisconsin Center for the Blind and Visually Impaired in Janesville, especially if the patron is a child.

Computer workstations can easily be adapted for large print, often using the features built into the standard computer, although larger monitors also help. The ability to change the background colors and contrasts is also very helpful. Many libraries offer in-house magnifiers; some allow them to be checked out. An intensely bright table or floor lamp that can be moved around in the library is a very useful accommodation. Some libraries have machines that can enlarge photos or text. Some have machines that can read text out loud. Computer scanners can also be used to scan and then enlarge text and images. Photocopy machines can be used to enlarge pages of text for people who use large print. Some libraries have adapted toys for children who are blind or who have severe vision impairments.

Deafness and hearing impairments

As with many disabilities, the biggest barrier to service for people who are deaf is often other people's attitude. People who are deaf may use sign language, read lips, use an interpreter, write their communication, or use a combination of all of these when they want to access public library services. Service desk staff need training to understand how best to offer services to people who are deaf or who have a significant hearing loss. Patrons should be allowed to decide individually how they want to communicate, and the staff should try to work with each patron to meet his or her needs.

Programs for both adults and children and all public meetings should routinely include sound amplification by the use of a microphone. This single accommodation is typically enough to meet the needs of most people who are hearing impaired. A closed sound system (such as a hearing loop) which amplifies the sound only for the person using the equipment can also be used. Libraries must provide an interpreter for any programs or meetings when one is requested.

Libraries should routinely flash their lights when announcements are made, especially for emergency announcements, and to warn patrons that the library is closing soon. Flashing lights is a technique commonly used with people who are deaf to get their attention. It alerts the patron that something important is happening. Adaptations can be made in story hours to help a child who is deaf or hearing-impaired get more out of the program. Some libraries circulate special toys that light up or vibrate for children who are deaf. Libraries often order open- and closed-captioned videos. All libraries should have current information on deafness and hearing loss in their collections.

Developmental delays / brain injury / mental illness

People who have a developmental delay, have suffered a brain injury, or have emotional or mental illness may need accommodations when they are in the library. Staff should be trained to treat all patrons with respect, to enforce all rules fairly, and to be tolerant of behavior that may be unusual but not threatening or may be involuntary. Staff should strive to make all patrons feel welcome in the library.

Age restrictions for programs are sometimes relaxed for people who have developmental delays and for whom the programs might be appropriate for their mental age rather than their chronological age. Extra assistance and reminders are sometimes needed when patrons with developmental or emotional disabilities attend programs and meetings at the library. The library can be an important resource for families who have a member with a developmental delay, a brain injury, or an emotional illness. More importantly, the public library has a role in making the family and individual feel accepted and a part of the larger community. Being at a public library is a very “normalizing” experience.

Discussion Questions

1. What would the impact be on the library if it could increase its services to about ten percent more of the community who are not currently being served? (Ten percent is the general estimate of people with disabilities in most communities.)
2. If people in wheelchairs, or who are blind, or deaf, or have developmental disabilities are not currently using the library, what barriers do you think the library has to overcome so that these people become library patrons?
3. Make a list of at least five things that have no new cost the library could do to make its services accessible.

Sources of Additional Information

- The DLT Special Services page at <http://dpi.wi.gov/pld/yss> has links to resources and agencies serving people with various types of disabilities.
- Wisconsin Talking Book and Braille Library, 813 West Wells Street, Milwaukee, WI 53233-1436, (414) 286-3045, toll-free within Wisconsin: (800) 242-8822, fax: (414) 286-3102, e-mail: wtbbbl@milwaukee.gov
- Wisconsin Center for the Blind and Visually Impaired, 1700 W. State Street, Janesville, WI 53546-5344, (608) 758-6100, toll-free: (800) 832-9784, outreach toll-free: (866) 284-1107, fax: (608) 758-6161
www.wcbvi.k12.wi.us/
- Wisconsin School for the Deaf, 309 W. Walworth Avenue, Delavan, WI 53115, (262) 740-2066, e-mail: webmaster@wsd.k12.wi.us

- Wisconsin Outreach for the Deaf and Hard of Hearing, N25 W23131 Paul Road, Suite 100, Pewaukee, WI 53072-5734, (888) 656-8556.
- Great Lakes ADA Center (MC 728), 1640 W. Roosevelt Road, Room 408, Chicago, IL 60608, (312) 413-1407 or (800) 949-4232, www.adagreatlakes.org
- Your 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.](#))

This Trustee Essential provides only a general outline of the law and should not be construed as legal advice in individual or specific cases where additional facts might support a different or more qualified conclusion.

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