



Agenda
Library Board of Trustees Meeting
Monday, March 11, 2024 at 5:05 PM
City Hall Council Chambers, 100 E Fountain St,
Dodgeville, WI

MEETING DULY POSTED

I. AGENDA & MINUTES APPROVAL

1. Approve February 12, 2024 Meeting Minutes

II. OLD BUSINESS

2. Local History Collection Mission and Collection Guidelines
3. Library Annual Report signed and delivered to the system.

III. LIBRARIAN'S REPORT

4. Directors Report

IV. CONCERNS AND COMMENTS OF THE BOARD

V. TREASURER'S REPORT

5. Acceptance of the Bills

VI. CLOSED SESSION

6. Motion to adjourn to Closed Session under WI Statutes 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purposes of:
Evaluating Applicants for the Position of Library Director.

VII. UPCOMING MEETINGS

7. Next Meeting Date- April 11, 2024

VIII. ADJOURN

8. Motion to Adjourn

Any person who has a qualifying disability, as defined by the Americans with Disabilities Act, that requires the meeting or material at the meeting to be in an accessible location or format, must contact the City Clerk at the address listed above or call 930-5228, prior to the meeting so that any necessary arrangements can be made to accommodate each request.

Report Criteria:

Report type: GL detail
 Check.Type = {<->} "Adjustment"
 Bank.Bank number = 1
 [Report].Invoice GL Account (3 Characters) = "150"

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice Amount	Check Amount
62048							
02/06/2024	62048	34	ALLIANT ENERGY/WP&L (UTILI	412013 0118	CITY HALL / LIBRARY SPLIT	371.32	371.32
Total 62048:							371.32
62124							
02/12/2024	62124	195	CITY OF DODGEVILLE WATER	503950 0220	LIBRARY WATER/SEWER	88.30	88.30
Total 62124:							88.30
62133							
02/12/2024	62133	89	BAKER & TAYLOR LLC	2038042501	BOOKS 16 ABKS	421.40	421.40
02/12/2024	62133	89	BAKER & TAYLOR LLC	2038042501	BOOKS 87 SRC PRIZES	639.95	639.95
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02/12/2024	62133	89	BAKER & TAYLOR LLC	2038042501	CREDIT 2023-02-17	13.20-	13.20-
02/12/2024	62133	89	BAKER & TAYLOR LLC	2038042501	CREDIT 2023-03-20	329.03-	329.03-
02/12/2024	62133	89	BAKER & TAYLOR LLC	2038042501	CREDIT 2023-0523	31.21-	31.21-
02/12/2024	62133	89	BAKER & TAYLOR LLC	2038042501	CREDIT 2023-09-21	57.89-	57.89-
Total 62133:							341.54
62135							
02/12/2024	62135	1353	DEMOCRAT TRIBUNE	29996	2024 ANNUAL SUBSCRIPTION	42.00	42.00
Total 62135:							42.00
62136							
02/12/2024	62136	1823	Elan Financial Services	08136933_Ja	VARIOUS OFFICE SUPPLIES	162.82	162.82
02/12/2024	62136	1823	Elan Financial Services	08136933_Ja	POSTAGE 500 STAMPS	328.75	328.75
02/12/2024	62136	1823	Elan Financial Services	08136933_Ja	BOOKS 1 J MEREADEE	29.95	29.95
02/12/2024	62136	1823	Elan Financial Services	08136933_Ja	EQUIPMENT MICROWAVE, CRICU	185.06	185.06
02/12/2024	62136	1823	Elan Financial Services	08136933_Ja	1-17-2024 YS MEETING	28.96	28.96
02/12/2024	62136	1823	Elan Financial Services	08136933_Ja	VARIOUS PROGRAMMING SUPPLI	302.13	302.13
Total 62136:							1,037.67
62138							
02/12/2024	62138	1354	PECATONICA VALLEY LEADER	29994	2024 ANNUAL SUBSCRIPTION	42.00	42.00
Total 62138:							42.00
62139							
02/12/2024	62139	1830	Playaway Products LLC	451650	AUDIO 2 ADAD	127.48	127.48
Total 62139:							127.48
62191							
02/26/2024	62191	34	ALLIANT ENERGY/WP&L (UTILI	1734128140	ANNEX ELECTRIC/GAS	316.64	316.64

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Total 62191:							316.64
62192							
02/26/2024	62192	88	BAKER & TAYLOR ENTERTAINM	2038058926	BOOKS 1 ABKS	327.63	327.63
Total 62192:							327.63
62193							
02/26/2024	62193	1776	Blain's Farm & Fleet	0033	CORNER BRACES	7.88	7.88
Total 62193:							7.88
62194							
02/26/2024	62194	191	CITY OF DODGEVILLE	208950-01	ANNEX UTILITIES	42.09	42.09
Total 62194:							42.09
62195							
02/26/2024	62195	1823	Elan Financial Services	000522678	BOOKS & MATERIALS	1,037.67	1,037.67
Total 62195:							1,037.67
62196							
02/26/2024	62196	668	MHTC-MH	10553255	ANNEX INTERNET	137.85	137.85
Total 62196:							137.85
62197							
02/29/2024	62197	88	BAKER & TAYLOR ENTERTAINM	2038074501	BOOKS 1 ABKS	329.94	329.94
Total 62197:							329.94
62198							
02/29/2024	62198	1592	DENNIS J MARKLEIN	24_02_29_A	ANNEX RENT MAR 2024	650.00	650.00
Total 62198:							650.00
62201							
03/05/2024	62201	34	ALLIANT ENERGY/WP&L (UTILI	412013 0219	CITY HALL / LIBRARY SPLIT	396.95	396.95
Total 62201:							396.95
62209							
03/05/2024	62209	1645	CAPITAL ONE (WALMART)	628922 0219	ANGELA'S PARTY	120.91	120.91
03/05/2024	62209	1645	CAPITAL ONE (WALMART)	628922 0219	EXTENSION CORD	16.75	16.75
Total 62209:							137.66
62218							
03/05/2024	62218	408	GORDON FLESCH CO INC	14309639	COPIES OVER BASE	15.00	15.00
03/05/2024	62218	408	GORDON FLESCH CO INC	14550018	COPIES OVER BASE	138.60	138.60
Total 62218:							153.60

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice Amount	Check Amount
62242							
03/06/2024	62242	88	BAKER & TAYLOR ENTERTAINM	2038080573	BOOKS 1 ABKS	63.89	63.89
03/06/2024	62242	88	BAKER & TAYLOR ENTERTAINM	2038080573	BOOKS 17 JBKS	407.31	407.31
03/06/2024	62242	88	BAKER & TAYLOR ENTERTAINM	2038080596	BOOKS 17 JBKS	72.67	72.67
03/06/2024	62242	88	BAKER & TAYLOR ENTERTAINM	2038082578	BOOKS 17 JBKS	243.72	243.72
Total 62242:							787.59
62243							
03/06/2024	62243	668	MHTC-MH	10561615	LIBRARY PHONE	147.34	147.34
Total 62243:							147.34
Grand Totals:							6,523.15

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
150-21000-000-000	719.81	7,242.96-	6,523.15-
150-55115-221-000	768.27	.00	768.27
150-55115-222-000	88.30	.00	88.30
150-55115-223-000	147.34	.00	147.34
150-55115-224-000	153.60	.00	153.60
150-55115-300-000	128.79	.00	128.79
150-55115-311-000	162.82	.00	162.82
150-55115-313-000	328.75	.00	328.75
150-55115-321-000	3,574.13	719.81-	2,854.32
150-55115-323-000	127.48	.00	127.48
150-55115-326-000	84.00	.00	84.00
150-55115-331-000	185.06	.00	185.06
150-55115-361-000	28.96	.00	28.96
150-55115-371-000	302.13	.00	302.13
150-55115-391-000	358.73	.00	358.73
150-55115-392-000	650.00	.00	650.00
150-55115-394-000	137.85	.00	137.85
150-55115-395-000	16.75	.00	16.75
Grand Totals:	7,962.77	7,962.77-	.00

LIBRARY DIRECTOR'S REPORT

Prepared March 11, 2024

CATEGORY	DEC. 2023	JAN. 2024	FEB. 2024	Monthly Change	YEAR-TO-DATE TOTAL	
Circulation						
Total Circulation	2793	3484	3300	-5.38%	6784	
Holds Placed	820	958	1113	+16.18%	2071	
Visits						
Main Library	2498	2821	2944	+4.36%	5765	
Annex	110	116	143	+23.28%	259	
Total	2608	2937	3087	+5.11%	6024	
Collection Development						
Items Added	346	212	199	-6.13%	411	
Items Removed	23	27	412	+1425.9%	439	
Patrons						
Cards Added	16	38	44	+15.79%	82	
Cards Removed	156	1142	0	-100%	1142	
Technology Use						
Library Computers	153	152	200	+31.57%	352	
Annex Computers	6	8	6	-25%	14	
Wireless Internet	219	236	227	-3.81%	463	
Total	378	396	433	+9.34%	829	
Other Items						
Meeting Room Use	26	34	35	+2.94%	69	
Website Visits	618	739	819	+10.83%	1558	
Facebook Reach	4254	3043	3132	+2.92%	6175	
Facebook Page Visits	966	1063	583	-45.15%	1646	
Facebook New Likes	4	5	8	+60%	13	

Programming Data

Age Group	January		February		Year-to-Date Totals	
	Programs	Attendees	Programs	Attendees	Programs	Attendees
0-5	0	0	4	94	4	98
6-11	2	45	4	101	6	150
12-18	0	0	0	0	0	0
19+	2	15	5	58	7	73
General (All Ages)	Not reported	Not reported	2	68	2	68
TOTALS	4	60	15	321	19	389

Programming: Our programs are back in full swing. We had three St. Joe's visits, Crafty Saturdays on the second Saturday of the month and Storytime every Monday morning.

Merrimac and Main classes were planned – the Library is participating in the Cooking Class which begins March 7th.

Three book clubs met in February – the Mystery and Faithful Readers books clubs meet at the Annex. The Adult Book Club meets at the main library.

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