



**Agenda**  
**Library Board of Trustees Meeting**  
**Monday, November 04, 2024 at 5:00 PM**  
**Library, 139 S Iowa St, Dodgeville, WI**

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**MEETING DULY POSTED**

**I. AGENDA & MINUTES APPROVAL**

1. Minutes of October 14, 2024 meeting

**II. TREASURER'S REPORT**

2. Acceptance of the Bills

**III. LIBRARIAN'S REPORT**

**IV. OLD BUSINESS**

3. 2025 Library Operating Budget

**V. NEW BUSINESS**

4. Building Project Discussion
5. Building Committee Appointments
6. Fundraising Committee Appointments

**VI. CONCERNS AND COMMENTS OF THE BOARD**

**VII. UPCOMING MEETINGS**

**VIII. ADJOURN**

7. 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.*

**DODGEVILLE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING**

**Monday, October 14, 2024**

The Dodgeville Public Library Board of Trustees met on Monday, October 14, 2024 @ 5:00 p.m. in person.

Present: Vanderloo, Howard, Reynolds-Lair, Wepking, Spady, Ponsler, Murphy, McSherry, Portz-Library Director.

Absent: Haag

1. The meeting of the Dodgeville Public Library Board of Trustees was called to order at 5:00 p.m. by Vanderloo and there being no objections declared the meeting duly posted. Notification that this meeting will include a Closed Session in accordance with Wisconsin State Statute 19.85(1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

**I. Agenda & Minutes Approval:** The agenda for this meeting was declared approved and the September 16, 2024 meeting minutes were approved with no objections.

**II. Concerns and Comments of the Board:** None

**III. Treasurer’s Report:** Nancy Howard presented the Foundation information. Total Balance as of 10-14-2024: \$1,478,112.05. The breakdown is: \$331,272,45-Advisory Account. \$1,146,839.60-Association Account.

Acceptance of the Bills: Motion by Reynolds-Lair to accept the bills. Second by Ponsler. All in favor. Motion passed.

**IV. Library Director’s Report:** Carrie met with the Technology coordinator-Jim Novy. Discussed budgeting for the expense of replacing 20% of the computers annually. The employee benefit fair was held on 10-8-2024 at the Health and Human Services building. The staff will be attending the Southwest Wisconsin Association of Libraries on 11-1-2024. The library will be closed for the day. Carrie will also attend the Wisconsin Library Association Conference in November.

There were several meetings during the month with a highlight being a visit with Dr Darrell Williams, the Assistant State Superintendent for the Division for Libraries and Technology on 9-23-24.

The Dodgeville Chronicle had an article about Dr. Williams’ visit, the grant announcement, and also the Spotlight article on the new Library Director-Carrie Portz.

The Iowa County Library Committee awarded the Dodgeville Public Library a grant in the amount of \$1350.00. Carrie will be accepting it at the Iowa County Board meeting.

Continuing to work on the website update, logo/branding work, and planning to start meeting with staff individually.

Carol Murphy gave the Friends of the Library Update. Discussed recruiting more friends, fund raising, more visibility for the library, participating in the Holiday Parade, and other events on that day. Also discussed starting an Etsy store with the high school volunteers helping to organize.

**V. Old Business:** None

**VI. New Business:** Update on the Flexible Facilities Program Grant and Building Project. The press release stated that the Dodgeville Public Library was awarded the \$4.25 million grant for renovation and expansion project. The scoring summary showed that we received 92 points out of 100 possible. Carrie discussed different committees that will be necessary moving forward. Building Committee, Fundraising Committee, Friends of the Library, and other help-public relations and other ideas. We will be working with the city with the Capital improvement plan. City Council meeting tomorrow night will have a vote regarding the funding for the library project.

Consideration of 2025 Library Operating Budget. Budget is not final until the end of November. Motion by Wepking to accept the preliminary 2025 operating budget as presented. Second by Ponsler. All in favor. Motion passed.

Motion by Ponsler to move into closed session for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Second by Spady. Roll call. All in favor. Motion carried.

Motion by Reynolds-Lair and second by Ponsler to move out of closed session. All in favor. Motion carried.

Motion by Ponsler to create a position of Assistant Director to be filled by Carol Murphy starting immediately. Second by Reynolds-Lair. All in favor. Motion carried.

**VII. Upcoming Meetings:** Zoom meeting October 15 @ 11:00, Board of Trustee Meeting November 4, 2024 at 5:00 p.m.

**VIII. Adjourn:** Meeting adjourned at 6:28 p.m.

Respectfully submitted by Kari McSherry

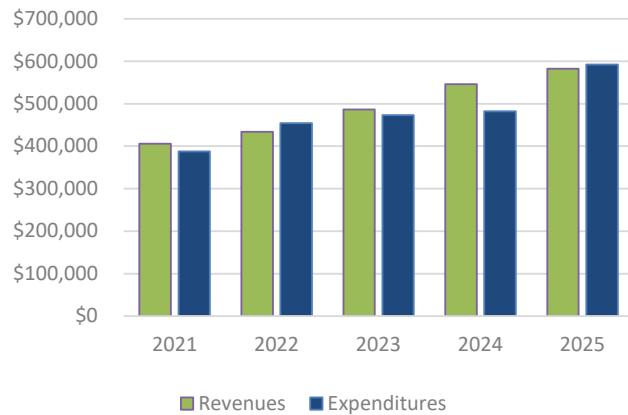


## City of Dodgeville 2025 Budget | Library

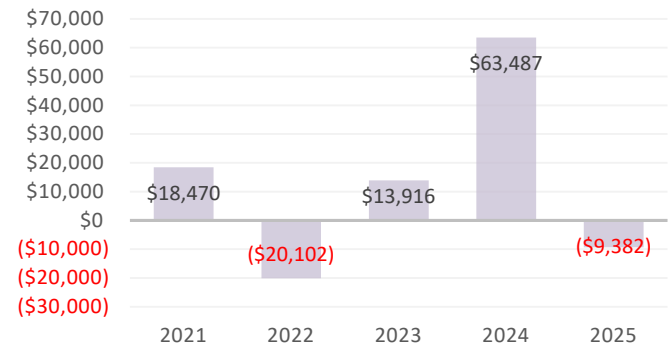
	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 9 MONTH ACTUAL	2024 ESTIMATED	2025 BUDGET	\$ Δ	% Δ
<b>REVENUE</b>									
Local property taxes	\$ 304,586	\$ 333,620	\$ 365,751	\$ 421,039	\$ 421,039	\$ 421,039	\$ 443,916	\$ 22,877	5.43%
Intergovernmental	99,935	96,489	104,284	111,551	116,816	116,816	128,228	16,677	14.95%
Fines and forfeitures	43	361	350	-	185	200	100	100	
Public charges for services	1,122	2,678	2,051	2,000	1,698	2,000	2,500	500	25.00%
Investment income	35	37	-	-	2,437	2,500	2,000	2,000	
Miscellaneous	489	704	4,815	-	3,353	3,465	5,900	5,900	
Other financing sources	-	-	9,536	-	-	-	-	-	
TOTAL REVENUE	406,210	433,889	486,787	534,590	545,528	546,020	582,644	48,054	8.99%
<b>EXPENDITURES</b>									
Leisure activities	387,740	453,991	470,814	534,590	328,162	482,533	592,026	57,436	10.74%
Debt service									
Principal on long-term debt	-	-	1,795	-	-	-	-	-	
Interest and fiscal charges	-	-	262	-	-	-	-	-	
TOTAL EXPENDITURES	387,740	453,991	472,871	534,590	328,162	482,533	592,026	57,436	10.74%
<b>SURPLUS / DEFICIT</b>	18,470	(20,102)	13,916	-	217,366	63,487	(9,382)	(9,382)	
<b>BEGINNING FUND BALANCE</b>	49,664	68,136	48,034	61,949	61,949	61,949	125,436		
<b>ADJUSTMENTS / ROUNDING</b>	2		(1)						
YEAR END BALANCE	\$ 68,136	\$ 48,034	\$ 61,949	\$ 61,949	\$ 279,315	\$ 125,436	\$ 116,054		

# City of Dodgeville 2025 Budget | Library

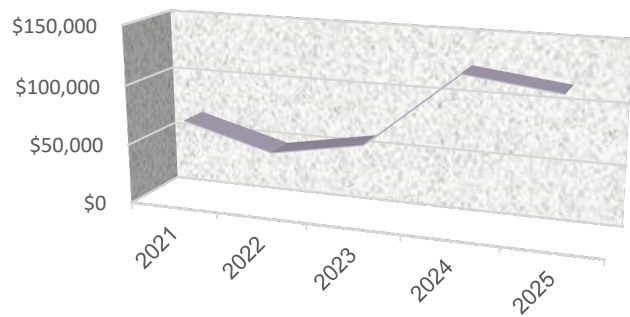
**Revenues and Expenditures**



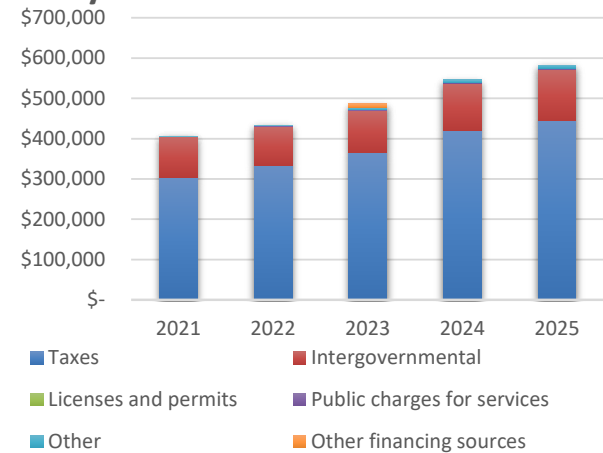
**Fiscal Year Surplus / Deficit**



**Year End Fund Balances**



**Revenues By Source**





## City of Dodgeville Budget | Library

Account Description	Account Number	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 9 MONTH ACTUAL	2024 ESTIMATED	2025 BUDGET	\$ Δ	% Δ
<b>REVENUE</b>									
Taxes									
Property Taxes	150-41110-000-000	333,620	365,751	421,039	421,039	421,039	443,916	22,877	5.43%
Intergovernmental									
Library - County Aid	150-46715-000-000	90,602	104,284	111,551	116,816	116,816	128,228	16,677	14.95%
Library - Co Aid-Outreach	150-46716-000-000	5,887	-	-	-	-	-	-	
Total Intergovernmental		96,489	104,284	111,551	116,816	116,816	128,228	-	14.95%
Fines and Forfeitures									
Fine - Overdue	150-45110-000-000	361	350	-	185	200	100	100	
Public Charges for Services									
Copies	150-46100-000-000	2,461	2,045	2,000	1,678	2,000	2,500	500	25.00%
Reimbursements	150-46810-000-000	217	6	-	20	-	-	-	
Total Public Charges for Services		2,678	2,051	2,000	1,698	2,000	2,500	500	25.00%
Investment Income									
Temporary Investments Interest	150-48100-000-000	37	-	-	2,437	2,500	2,000	2,000	
Miscellaneous									
Grants	150-43525-000-000	-	1,350	-	-	-	2,400	2,400	
Donations From Organiz.& Indiv	150-48500-000-000	704	3,465	-	3,353	3,465	3,500	3,500	
Total Miscellaneous		704	4,815	-	3,353	3,465	5,900	5,900	



### City of Dodgeville Budget | Library

Account Description	Account Number	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 9 MONTH ACTUAL	2024 ESTIMATED	2025 BUDGET	\$ Δ	% Δ
Other Financing Sources									
Lease Proceeds	150-49100-000-000	-	9,536	-	-	-	-		
Total Other Financing Sources		-	9,536	-	-	-	-	-	
<b>TOTAL REVENUE</b>		<b>433,889</b>	<b>486,787</b>	<b>534,590</b>	<b>545,528</b>	<b>546,020</b>	<b>582,644</b>	<b>31,377</b>	<b>8.99%</b>





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Account Description	Account Number	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 9 MONTH ACTUAL	2024 ESTIMATED	2025 BUDGET	\$ Δ	% Δ
<b>EXPENDITURES</b>									
Leisure Activities									
Library									
Library - Operating Expense	150-55115-000-000	20,784	-	-	17,978	18,000	-	-	
Library - Wage Account	150-55115-110-000	280,193	263,071	322,511	186,309	275,000	351,182	28,671	8.89%
Library - Soc & Medicare	150-55115-111-000	19,526	18,955	24,673	13,273	20,000	26,900	2,227	9.03%
Library - Retirement	150-55115-112-000	11,280	14,160	15,634	9,024	13,000	17,900	2,266	14.49%
Library - Health Insurance	150-55115-113-000	48,639	49,847	54,679	26,595	40,000	71,100	16,421	30.03%
Library - Dental Insur	150-55115-114-000	3,949	4,029	4,028	1,942	3,000	4,395	367	9.11%
Library - Vision Care	150-55115-115-000	-	375	1,500	542	1,000	1,500	-	0.00%
Library - Life Ins.	150-55115-117-000	423	470	500	327	500	650	150	30.00%
Library - Aflac Insur	150-55115-118-000	1,583	1,500	2,000	1,062	1,600	2,000	-	0.00%
Library- Professional Services	150-55115-200-000	14,925	-	-	1,200	1,200	-	-	
Library- Electric	150-55115-221-000	-	4,082	4,500	2,842	4,500	4,500	-	0.00%
Library- Water/Sewer	150-55115-222-000	-	1,169	1,500	1,067	1,500	1,500	-	0.00%
Library- Telephone	150-55115-223-000	-	1,687	1,740	1,073	1,740	1,200	(540)	-31.03%
Library- Copier Costs	150-55115-224-000	-	11,577	3,875	2,996	3,875	4,500	625	16.13%
Library- Teach (Internet)	150-55115-225-000	-	1,200	1,200	600	1,200	1,200	-	0.00%
Library- Swls Netsw	150-55115-231-000	-	13,792	13,266	13,265	13,266	16,476	3,210	24.20%
Library- Swls Tech Services	150-55115-232-000	-	2,195	2,224	2,224	2,224	2,097	(127)	-5.71%
Library- Wils	150-55115-233-000	-	199	199	199	199	199	-	0.00%
Library- Wiscat	150-55115-234-000	-	-	200	-	200	200	-	0.00%
Library Supplies & Expenses	150-55115-300-000	39,243	6	-	196	177	-	-	
Library - Office Supplies	150-55115-311-000	-	5,279	3,500	2,789	3,500	3,500	-	0.00%
Library - Advertising	150-55115-312-000	-	120	300	-	300	300	-	0.00%



## City of Dodgeville Budget | Library

Account Description	Account Number	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 9 MONTH ACTUAL	2024 ESTIMATED	2025 BUDGET	\$ Δ	% Δ
Library - Postage	150-55115-313-000	-	433	400	329	400	400	-	0.00%
Library - Books & Materials	150-55115-321-000	-	34,561	31,500	16,163	31,500	31,500	-	0.00%
Library - Visual	150-55115-322-000	-	1,145	1,500	218	1,500	1,500	-	0.00%
Library - Audio	150-55115-323-000	-	3,207	3,500	2,854	3,500	3,500	-	0.00%
Library - Interactive	150-55115-324-000	-	1,033	800	709	800	800	-	0.00%
Library - Periodicals	150-55115-325-000	-	1,990	2,000	1,724	2,000	2,000	-	0.00%
Library - Newspapers	150-55115-326-000	-	831	1,200	1,371	1,200	1,500	300	25.00%
Library - Ematerials (Wplc)	150-55115-327-000	-	3,970	4,161	4,161	4,161	6,377	2,216	53.26%
Library - Databases	150-55115-328-000	-	1,761	2,000	-	2,000	2,000	-	0.00%
Library - Equipment	150-55115-331-000	-	1,951	3,000	488	3,000	3,000	-	0.00%
Library - Custodial Supplies	150-55115-341-000	-	13	100	13	100	100	-	0.00%
Library - Building Maintenance	150-55115-351-000	-	5,339	2,000	8	2,000	2,000	-	0.00%
Library - Training & Education	150-55115-361-000	-	2,561	3,000	419	3,000	3,000	-	0.00%
Library - Programming	150-55115-371-000	-	6,032	5,000	3,026	5,000	6,200	1,200	24.00%
Library - Outreach	150-55115-381-000	-	1,139	1,000	580	1,000	1,000	-	0.00%
Annex-Other Supplies & Expense	150-55115-390-000	8,858	-	-	41	41	-	-	
Library - Annex Utilities	150-55115-391-000	-	2,911	3,300	1,888	3,300	3,300	-	0.00%
Library - Annex Rent	150-55115-392-000	-	7,800	7,800	5,200	7,800	7,800	-	0.00%
Library - Annex Maintenance	150-55115-393-000	-	10	200	96	200	200	-	0.00%
Library - Annex Internet	150-55115-394-000	-	-	-	213	350	950	950	
Library - Annex Supplies	150-55115-395-000	-	-	-	43	50	100	100	
Library - Education	150-55115-400-000	959	-	-	29	-	-	-	
Library - Programming	150-55115-500-000	1,493	14	-	450	450	-	-	
Library - Insurance Prop & Lia	150-55115-510-000	-	-	4,100	2,636	3,200	3,500	(600)	
Library Outreach Exp Acct	150-55716-000-000	772	400	-	-	-	-	-	



## City of Dodgeville Budget | Library

Account Description	Account Number	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 9 MONTH ACTUAL	2024 ESTIMATED	2025 BUDGET	\$ Δ	% Δ
Library-Tech & Equip Outlay	150-57610-000-000	1,364	-	-	-	-	-	-	
Total Library		453,991	470,814	534,590	328,162	482,533	592,026	57,436	10.74%
<b>TOTAL LEISURE ACTIVITIES</b>		453,991	470,814	534,590	328,162	482,533	592,026	57,436	10.74%
Other Financing Uses									
Debt Service									
Library Lease Interest Expense	150-58000-100-000	-	262	-	-	-	-	-	-
Library Lease Principal	150-58000-200-000	-	1,795	-	-	-	-	-	-
<b>TOTAL OTHER FINANCING USES</b>		-	2,057	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>		453,991	472,871	534,590	328,162	482,533	592,026	57,436	10.74%