



MEAD PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

April 15, 2026 at 5:00 PM

Mead Public Library, Rocca Conference Room, 710 N 8th Street

Notice of the Mead Public Library Board of Trustees Meeting at 5:00 p.m., Wednesday, April 15, 2026, at Mead Public Library's Rocca Room, 710 N 8th Street, Sheboygan, Wisconsin.

Persons with disabilities who need accommodations to attend this meeting should contact Pattie Pilz at the Mead Public Library (920) 459-3400 extension 2039 as soon as possible. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to Pattie Pilz at the Mead Public Library at 920-459-3400 extension 2039 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

OPENING OF MEETING

1. Call to Order and Determination of Quorum. Trustees may attend the meeting remotely.
2. Pledge of Allegiance
3. Public Comments [5 people at 5 minutes each. Commenters must be City residents or residents of non-libraries areas in Sheboygan County] (Please sign in prior to meeting)
- [4.](#) Approval of Minutes
5. Correspondence, Announcements, and Common Council Reports

CONSENT AGENDA

- [6.](#) Facilities Report
- [7.](#) Security Update
- [8.](#) Monthly Statistics
9. Monarch Library System - Maeve Quinn
10. Mead Library Foundation - Kathie Norman
- [11.](#) Friends of Mead - Pattie Pilz

COMMITTEE REPORTS

- [12.](#) Review and Possible Action on Payment of Current Expenditures, including Payroll and Special Revenues (Grants, Gifts and Donations). Receive Budget Status Report to Date

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

[13.](#) Code of Conduct Policy

[14.](#) Food and Beverage Policy (Rescind)

[15.](#) Digital Media Policy

DIRECTOR'S REPORT

[16.](#) Services and Programming

17. Staffing Update

18. Safety and Welcoming Workgroup

19. Staff In-Service Training

UPCOMING MEETINGS

20. Library Board of Trustees - May 20, 2026 at 5:00 p.m.

ADJOURN

21. Motion to Adjourn

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

City Hall • Mead Public Library
Sheboygan County Administration Building • City's website



MEAD PUBLIC LIBRARY BOARD OF TRUSTEES / HR COMMITTEE MINUTES

February 18, 2026 at 5:00 PM

Mead Public Library, Rocca Room, 710 N 8th Street

In-Person: Jeanne Pfeifer (President), Erin Bremser, Michael Close, Kathie Norman, and Maeve Quinn

Virtual: Julia Hart and Susan Kuck

Staff: Garrett Erickson, Evan Grossen and Pattie Pilz

1. Call to Order

Pfeiffer determined a quorum and called meeting to order at 5:03 p.m.

2. Pledge of Allegiance

3. Public Comments – none

4. Approval of Minutes

- a. Norman moved to approve the November 19, 2025, and January 8, 2026, minutes. Bremser seconded. Motion passed.

5. Correspondence, Announcements, and Common Council Report

6. Consent Agenda (Items 6-11)

Quinn moved to adopt the consent agenda. Close seconded. Motion passed.

- a. Facilities Report
- b. Security Update
- c. Monthly Statistics
- d. Monarch Library System
- e. Mead Library Foundation
- f. Friends of Mead
- g. Services and Programming
- h. Fall Library Card Signup Postcard Campaign

12. Review and Possible Action on Payment of Current Expenditures including payroll and special revenues

- a. Financial reports for November 2025 were reviewed
- b. December 2025 and January 2026 financial reports will be available at our next meeting
- c. Property tax levy waiting on approval to transfer funds to library budget
- d. Grossen agreed to move asterisk on “Janitorial Supplies...” per Quinn’s request
- e. Grossen agreed to modify report to include reserve funds used to pay for expenses per Norman’s request
- f. Close moved to approve the payment of current expenditures (including payroll), and acceptance of special revenues. Kuck seconded. Motion passed.

13. 2025 DPI Annual Report – Erickson

- a. Nessman and Erickson worked with Monarch to prepare this report for DPI

- b. Norman stated that since report does not capture e-content activity that Mead displays a rollin number of who is using e-content as a marketing tool
- c. Quinn moved to accept the 2025 Annual DPI Report as presented. Close seconded. Motion passed.

14. HR Study/Job Descriptions – Erickson

- a. Consultant Patrick Glenn will be interviewing staff from different roles/floors to discuss management structure needs
- b. Glenn will present an oral or written report to the Board
- c. Deliverables will include
 - i. Proposed Table of Organization
 - ii. Updated job descriptions
- d. Final report will be given to the City Administrator and Mayor
- e. Circulation Supervisor position description was discussed
 - i. Norman moved to approve the Circulation Supervisor position description. Quinn seconded. Motion passed.

15. Gift Policies – Erickson

- a. Unrestricted check donations in the amount equal to or exceeding \$1,000 made out to Mead Public Library will be deposited into the Foundation's account for investing
- b. Restricted donations/grants will be managed by library staff who will track expenditures
- c. Board of Trustees will be able to transfer large restricted gifts to the Foundation if those assets will be held for a long period of time
- d. Quinn moved to approve Gift Policy changes. Bremser seconded. Motion passed.

16. Trustee Email Accounts

- a. Board members are to contact Mead's IT Specialist to get their Mead email setup if it is not currently working
- b. Pilz to consult with IT Specialist regarding possible text option alerting members that an email was sent to their Mead email

17. Removal of Vending Machines – Erickson

- a. All vending machines will be removed from Mead Library this month

18. Additional Security Cameras – Erickson

- a. Cameras will be installed in the Rocca Room, Loft, Quiet Study Room, Public Conference Room 1 and Public Conference Room 2 to identify patrons who violate Mead's Code of Conduct
- b. Security cameras will also be installed in stairwells for staff safety

19. Code of Conduct Policy - Erickson

- a. Recently conducted patron survey revealed patrons' concerns of safety, loitering, horseplay, sleeping, etc.
- b. Erickson recommended the Board form an ad hoc committee charged with updating this policy
- c. Erickson to continue working with staff to address areas of concern

20. Meeting Room Audio Visual Upgrades

- a. Board of Trustees gave Garrett permission to ask the Foundation to fund the four speaker tiles at an estimated amount of \$25,000
- b. Speakers to be installed in the Rocca Room and Loft
- c. Hearing loop will be tied to the new speakers

- d. After Foundation approves expenditure, Garrett will work with the City to acquire
- e. Quinn cautioned us to keep in mind possible future modifications to the Rocca Room when installing the ceiling tile speakers

21. Motion to Adjourn

- i. Norman moved to adjourn the meeting. Close seconded. Motion passed.
- j. Meeting was adjourned at 6:25 p.m.

Next Meeting April 15, 2026, at 5:00 p.m. in the Rocca Room.

Facilities Report - April 2026

In Process

- Anti-slam doors – installed on 3rd floor and some on 2nd floor, more to complete
- Roof Replacement - worked on when weather allows, nearing completion
- Restroom Remodel - working with engineering firm to create drawings for cost estimate
- Second floor study rooms – bids due April 16
- Sensory Room – bids due April 16
- Warschau Display Unit nearing completion
- AV microphones system funding approved by Mead Foundation Board (\$25,000)
 - Working with vendor to get job scheduled
- Window shades funding approved by Mead Foundation (\$26,732.51)
 - Working with vendor to get job scheduled

Completed

- Imaginarium - additional outlets installed by city electrician
- Second floor carpet issue - contractor came in and re-adhered carpet down
- Phone booths and security office completed
- Additional cameras added/moved as requested
- Library movements – moved many collections around on 1st and 2nd floor per request
- Third floor entrance doors – completed April 13

Disruptive Patron Interaction Report March 2026

		Monthly			Year To Date		
	Age	March 2025	March 2026	Monthly 2025 vs 2026	Year-to-date 2025	Year-to-date 2026	YTD 2025 vs 2026
Reported Incidents	Adult	32	41	28%	110	148	35%
	Teen	3	3	0%	30	18	-40%
	Total	35	44	26%	140	166	19%

Exclusions Over 10 Days		5	4	-20%	22	35	59%
Emergency Services Called		3	0	-100%	7	5	-29%

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Disruptive Patron Interaction Report January 2026

		Monthly			Year To Date		
	Age	January 2025	January 2026	Monthly 2025 vs 2026	Year-to-date 2025	Year-to-date 2026	YTD 2025 vs 2026
Reported Incidents	Adult	35	53	51%	34	51	50%
	Teen	17	2	-88%	17	2	-88%
	Total	52	55	6%	51	53	4%

Exclusions Over 10 Days		9	10	11%	9	10	11%
Emergency Services Called		3	3	0%	3	3	0%

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Disruptive Patron Interaction Report February 2026							
		Monthly			Year To Date		
	Age	February 2025	February 2026	Monthly 2025 vs 2026	Year-to-date 2025	Year-to-date 2026	YTD 2025 vs 2026
Reported Incidents	Adult	45	58	29%	78	110	41%
	Teen	10	13	30%	26	15	-42%
	Total	55	71	29%	104	125	20%
Exclusions Over 10 Days		8	21	163%	17	31	82%
Emergency Services Called		1	2	100%	4	5	25%

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Volunteer Report - March 2026

Type	Total Hours	Volunteer Count
Adult	289	40
Teen	11	3
Grand total	300	43

		Monthly			Year To Date		
Type	Name	*March 2025	*March 2026	*Monthly 2025 vs 2026	*Year-to-date 2025	*Year-to-date 2026	*YTD 2025 vs 2026
Circulation Transactions	Adult Materials	18,247	16,240	-11%	53,051	48,828	-8%
	Teen Materials	840	1,201	43%	2,960	2,986	1%
	Children's Materials	13,815	11,398	-17%	34,842	30,736	-12%
	Total Adult/Teen/Children's Materials	32,902	28,839	-12%	90,853	82,550	-9%
Materials Shared With Other Libraries	Items provided to other libraries from Mead	10,630	10,990	3%	33,444	33,276	-1%
	Items received for Mead patrons from other libraries	4,698	4,534	-3%	14,767	13,706	-7%
	Total Interlibrary Loans (Transits)	15,328	15,524	1%	48,211	46,982	-3%
E-Content Checkouts	Total E-Content Checkouts	10,694	10,321	-3%	31,285	30,176	-4%
Library Visits	Gate count	21,332	21,209	-1%	58,117	61,858	6%
Research Inquiries	Research Inquiries	4,318	3,912	-9%	9,181	7,632	-17%
Internet Usage Provided	Library Workstation Sessions	2,350	2,185	-7%	6,844	6,074	-11%
	Wireless Sessions	9,056	5,767	-36%	23,242	18,079	-22%
Number of Library Card Holders	Sheboygan Residents				29,037	29,648	2%
	Non-Sheboygan Residents				6,505	6,429	-1%
	Total Number of Library Card Holders				35,542	36,077	2%
Classes, Seminars, Workshops, Events	Children (0-11) Quantity	31	39	26%	114	128	12%
	Children (0-11) Participants	1,035	1,067	3%	3,266	3,246	-1%
	Teen (12-18) Quantity	2	4	100%	6	11	83%
	Teen (12-18) Participants	35	55	57%	168	157	-7%
	Adult (18+) Quantity	27	40	48%	85	113	33%
	Adult (18+) Participants	387	338	-13%	973	1,138	17%
	Total number of Classes, Seminars, Workshops, Events	60	83	38%	205	252	23%
	Total number of Participants	1,457	1,460	0%	4,407	4,541	3%
Conference Room Utilization	Rocca Meeting Room	51%	72%	21%	45%	62%	17%
	Loft Meeting Room	32%	44%	12%	29%	44%	15%
	Public Conference Room #1	29%	44%	15%	40%	48%	8%
	Public Conference Room #2	45%	40%	-5%	40%	38%	-2%
Study Rooms Utilization	Study Rooms Hours Used	796	869	9%	2555.5	2668.25	4%
	Percent Utilization	61%	66%	5%	66%	69%	3%

10% or higher
-10% or lower

Friends of Mead Board of Trustees' Report – April 2026

- Book Store report \$539.89 in January Book Store sales
- \$421 profit from the January Pop-up DVD/Audio/CD sale
- \$47.43 profit from the January Sellbackbooks.com sales
- Odds and Ends Sale set for Saturday, May 9th from 9am-1pm
- \$1,500 scholarship application awarded to Saraya Currier who is finishing her Master's Degree.
- Gift of Reading campaign is currently underway

Mead Public Library - Financial Statement for December 31, 2025

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET
255	411100	PROPERTY TAX LEVY	(3,150,004.00)	-	(3,150,004.00)	(3,150,004.00)	-	-
255	437200	MONARCH - SHEBOYGAN COUNTY	(929,860.00)	-	(929,860.00)	(929,859.48)	-	(0.52)
255	437210	MONARCH - OZAUKEE COUNTY	(13,113.00)	-	(13,113.00)	(13,112.64)	-	(0.36)
255	437220	MONARCH - RESOURCE	(100,000.00)	-	(100,000.00)	(100,000.00)	-	-
255	437230	MONARCH - ADJACENT COUNTIES	(53,708.00)	-	(53,708.00)	(52,151.00)	-	(1,557.00)
255	451915	PATRON FEES	(7,000.00)	-	(7,000.00)	(5,451.37)	-	(1,548.63)
255	461000	PHOTOCOPIES	(8,000.00)	-	(8,000.00)	(23,696.91)	-	15,696.91
255	469100	VENDING/CONCESSION SALES	(600.00)	-	(600.00)	(902.02)	-	302.02
255	481100	INTEREST INCOME	(40,000.00)	-	(40,000.00)	(96,825.70)	-	56,825.70
255	485000	CONTRIBUTIONS/DONATIONS	(70,000.00)	-	(70,000.00)	(220,304.62)	-	150,304.62
255	489000	MISCELLANEOUS REVENUE	(2,000.00)	-	(2,000.00)	(2,680.22)	-	680.22
TOTAL REVENUE			(4,374,285.00)	-	(4,374,285.00)	(4,594,987.96)	-	220,702.96
255511	510110	FULL TIME SALARIES - REGULAR	2,463,039.00	-	2,463,039.00	2,343,630.88	-	119,408.12
255511	510111	FULL TIME SALARIES - OVERTIME	-	-	-	4,022.16	-	(4,022.16)
255511	520310	FICA	146,355.00	-	146,355.00	138,190.66	-	8,164.34
255511	520311	MEDICARE	34,229.00	-	34,229.00	32,318.86	-	1,910.14
255511	520320	WI RETIREMENT FUND	157,838.00	-	157,838.00	156,184.94	-	1,653.06
255511	520340	HEALTH INSURANCE	449,803.00	-	449,803.00	489,830.66	-	(40,027.66)
255511	520350	DENTAL INSURANCE	26,374.00	-	26,374.00	28,705.78	-	(2,331.78)
255511	520360	LIFE INSURANCE	5,141.00	-	5,141.00	4,386.90	-	754.10
255511	520400	WORKERS COMPENSATION	847.00	-	847.00	847.00	-	-
255511	531100	CONTRACTED SERVICES	173,027.00	-	173,027.00	142,986.72	16,912.40	13,127.88
255511	531110	FINANCIAL SERVICE FEES	6,435.00	-	6,435.00	7,445.08	-	(1,010.08)
255511	531206	INSURANCE PREMIUMS	24,366.00	-	24,366.00	26,610.53	-	(2,244.53)
255511	531400	ADVERTISING & MARKETING	9,400.00	-	9,400.00	7,295.10	-	2,104.90
255511	531800	PROGRAM SERVICES	10,000.00	-	10,000.00	10,796.24	-	(796.24)
255511	533105	IT SERVICE FUND CHARGES	51,944.00	-	51,944.00	51,944.00	-	-
255511	533106	SOFTWARE MAINT & SUBSCRIPTIONS	20,000.00	-	20,000.00	34,737.16	3,000.00	(17,737.16)
255511	536125	EMPLOYEE DEVELOPMENT	8,500.00	-	8,500.00	13,052.50	-	(4,552.50)
255511	537100	VEHICLE & PARKING EXPENSES	19,440.00	-	19,440.00	10,516.73	-	8,923.27
255511	540100	OFFICE SUPPLIES	13,700.00	-	13,700.00	13,482.62	-	217.38
255511	540130	POSTAGE & DELIVERY	5,000.00	-	5,000.00	9,243.51	-	(4,243.51)
255511	540205	DISPLAYS	1,000.00	-	1,000.00	54.91	-	945.09
255511	540222	JANITORIAL SUPPLIES	-	-	-	-	-	-
*Janitorial Supplies expense budgets and actuals covered by Building and Grounds Department starting in 2025								
255511	548001	DONATION PURCHASES	70,000.00	-	70,000.00	172,725.08	-	(102,725.08)
255511	548002	MATERIALS - ALL CATEGORIES	361,019.00	-	361,019.00	338,483.31	-	22,535.69
255511	548003	OTHER CONTENT	146,156.00	-	146,156.00	183,525.53	-	(37,369.53)
255511	550110	BUILDING MAINT & REPAIR	-	-	-	-	-	-
*Building Maint & Repair expense budgets and actuals covered by Building and Grounds Department starting in 2025								

Mead Public Library - Financial Statement for December 31, 2025

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET
255511	555100	UTILITIES	139,072.00	-	139,072.00	124,070.01	-	15,001.99
255511	555120	PHONES	4,000.00	-	4,000.00	646.88	-	3,353.12
255511	560255	TOOLS & SMALL EQUIPMENT	3,100.00	-	3,100.00	848.71	-	2,251.29
255511	631200	BUILDING IMPROVEMENTS	-	334,375.00	334,375.00	335,075.65	142,447.05	(143,147.70)
255511	652200	IT EQUIPMENT	24,500.00	-	24,500.00	25,351.13	-	(851.13)
255511	659200	EQUIPMENT REPLACEMENT	-	-	-	210,916.20	64,056.25	(274,972.45)
TOTAL EXPENSES			4,374,285.00	334,375.00	4,708,660.00	4,917,925.44	226,415.70	(435,681.14)
TOTAL REVENUE LESS EXPENSES			-	334,375.00	334,375.00	322,937.48	226,415.70	(214,978.18)

Mead Public Library - Accounts Payable January 1st, 2026 through January 31st, 2026

VENDOR NAME	ACCOUNT	ACCOUNT DESC	AMOUNT	DATE PAID	CHECK NO	FULL DESC
PAGEFREEZER SOFTWARE	255511 533106	SOFTWARE MAINT & SUBSCRIPTIONS	3,394.00	010726	370246	ARCHIVING WEBSITE - 1/1/26-12/31/26 - MEAD PUBLIC
DOLL, JON W.	255511 548001	DONATION PURCHASES	700.00	010726	370220	TAI CHI IN THE QUIET STUDY ROOM - JAN/FEB 2026
MIND, SOUL AND SELF	255511 548001	DONATION PURCHASES	700.00	010726	6972	WINTER ACTIVITIES FOR GARDENERS
HOPEFULLY HOMESTEAD	255511 548001	DONATION PURCHASES	100.00	010726	370229	SOURDOUGH STARTER - JAN 2026
MARCIA ZINK	255511 548001	DONATION PURCHASES	300.00	010726	370233	SOUL COLLAGE SERIES - JAN 2026
MIDWEST TAPE	255511 548003	OTHER CONTENT	45,000.00	010726	6971	ADVANCE DIGITAL PAYMENT - OTHER CONTENT
KANOPY, INC.	255511 548003	OTHER CONTENT	8,300.00	010726	6968	PAY PER USE PROGRAM - MEAD PUBLIC LIBRARY
WILS	255511 548003	OTHER CONTENT	20,686.43	010726	370275	E-RESOURCES 1/1/26-12/31/26 - CUST #MEADP010
JUDY GREY	255 451915	PATRON FEES	10.59	01212026	370350	PATRON REFUND
HUMANITY.COM LLC	255511 533106	SOFTWARE MAINT & SUBSCRIPTIONS	982.80	01212026	370323	HUMANITY SUBSCRIPTION - JAN26-JAN27-ACCT#252558
AMAZON CAPITAL SERVI	255511 540100	OFFICE SUPPLIES	47.49	01212026	6990	ACCT #A2JXVCVZU4S49M OFFICE SUPPLIES
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	101.12	01212026	6990	ACCT #A2JXVCVZU4S49M FOUNDATION WISHLIST
ELAINE JACKS	255511 548001	DONATION PURCHASES	1,100.00	01212026	370308	LEARN TO SEW & ADVANCED SEWING - JAN & FEB 2026
MIDWEST TAPE	255511 548002	MATERIALS - ALL CATEGORIES	285.30	01212026	7034	ACCT #2000015656 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	519.31	01212026	7020	ACCT #20W8082 MAT. PURCH & MONARCH GRANT \$19.25
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	523.40	01212026	7020	ACCT #20W8082 MAT. PURCH & MONARCH GRANT \$18.00
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	877.71	01212026	7020	ACCT #20W1532 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	666.81	01212026	7020	ACCT #20W8082 MAT. PURCH & MONARCH GRANT \$69.68
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	419.26	01212026	7020	ACCT #20X7192 MONARCH GRANT/PROJECT
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	265.52	01212026	7020	ACCT #20W1532 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	323.98	01212026	7020	ACCT #20W8082 MAT. PURCH & MONARCH GRANT \$46.76
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	-16.19	01212026	7020	CREDIT MEMO FOR INVOICE #93453478 ACCT #20W1532
MIDWEST TAPE	255511 548003	OTHER CONTENT	457.99	01212026	7034	CUST #2000014274 OTHER CONTENT
CENGAGE LEARNING	255511 548003	OTHER CONTENT	5,421.01	01212026	6999	ACCT#100299488 GALE COURSES UNLIMITED JAN-DEC 2026
OVERDRIVE, INC.	255511 548003	OTHER CONTENT	2,500.00	01212026	370358	DATABASE-OTHER CONTENT-GROUND NEWS CUST #0669-1017
OVERDRIVE, INC.	255511 548003	OTHER CONTENT	75,000.00	01212026	370358	MONARCH-OVERDRIVE CUST #0669-1028 OTHER CONTENT
ART IN A SUITCASE	255511 548003	OTHER CONTENT	1,580.00	01212026	6993	2026 ART4FUN -JAN-DEC 2026-FOUNDATION WISHLIST
TN MARKETING LLC	255511 548003	OTHER CONTENT	1,609.00	01212026	370408	DATABASE-LIBRARY SUBSCRIPTION-CUST #MEADPUWI
SHEBOYGAN WATER UTIL	255511 555100	UTILITIES	24.00	013126DD	370938	DEC WATER BILLING
ALLIANT ENERGY	255511 555100	UTILITIES	7,034.41	013126DD	370954	DEC BILLING-ACCT #5498700000
WISCONSIN PUBLIC SER	255511 555100	UTILITIES	6,039.77	013126DD	370965	DEC BILLING-ACCT #0403257315-00031

Mead Public Library - Financial Statement for January 31, 2026

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET
255	411100	PROPERTY TAX LEVY	(3,117,913.00)	-	(3,117,913.00)	-	-	(3,117,913.00)
255	437200	MONARCH - SHEBOYGAN COUNTY	(932,458.00)	-	(932,458.00)	-	-	(932,458.00)
255	437210	MONARCH - OZAUKEE COUNTY	(32,793.00)	-	(32,793.00)	-	-	(32,793.00)
255	437220	MONARCH - RESOURCE	(100,000.00)	-	(100,000.00)	-	-	(100,000.00)
255	437230	MONARCH - ADJACENT COUNTIES	(45,787.00)	-	(45,787.00)	-	-	(45,787.00)
255	451915	PATRON FEES	(7,000.00)	-	(7,000.00)	(501.87)	-	(6,498.13)
255	461000	PHOTOCOPIES	(8,000.00)	-	(8,000.00)	(1,864.93)	-	(6,135.07)
255	469100	VENDING/CONCESSION SALES	(600.00)	-	(600.00)	(62.74)	-	(537.26)
255	481100	INTEREST INCOME	(50,000.00)	-	(50,000.00)	(3,952.30)	-	(46,047.70)
255	485000	CONTRIBUTIONS/DONATIONS	(70,000.00)	-	(70,000.00)	(17,477.51)	-	(52,522.49)
255	489000	MISCELLANEOUS REVENUE	(2,000.00)	-	(2,000.00)	(54.75)	-	(1,945.25)
TOTAL REVENUE			(4,366,551.00)	-	(4,366,551.00)	(23,914.10)	-	(4,342,636.90)
255511	510110	FULL TIME SALARIES - REGULAR	2,377,235.00	-	2,377,235.00	160,572.01	-	2,216,662.99
255511	510111	FULL TIME SALARIES - OVERTIME	-	-	-	500.50	-	(500.50)
255511	510120	PART TIME SALARIES - REGULAR	-	-	-	12,848.95	-	(12,848.95)
255511	520310	FICA	143,995.00	-	143,995.00	10,131.28	-	133,863.72
255511	520311	MEDICARE	33,673.00	-	33,673.00	2,369.37	-	31,303.63
255511	520320	WI RETIREMENT FUND	162,710.00	-	162,710.00	12,051.95	-	150,658.05
255511	520340	HEALTH INSURANCE	494,155.00	-	494,155.00	46,364.72	-	447,790.28
255511	520350	DENTAL INSURANCE	30,046.00	-	30,046.00	2,763.96	-	27,282.04
255511	520360	LIFE INSURANCE	4,188.00	-	4,188.00	369.22	-	3,818.78
255511	520400	WORKERS COMPENSATION	847.00	-	847.00	-	-	847.00
255511	531100	CONTRACTED SERVICES	163,027.00	-	163,027.00	2,864.59	-	160,162.41
255511	531110	FINANCIAL SERVICE FEES	6,435.00	-	6,435.00	1,060.02	-	5,374.98
255511	531206	INSURANCE PREMIUMS	24,150.00	-	24,150.00	2,489.07	-	21,660.93
255511	531400	ADVERTISING & MARKETING	9,400.00	-	9,400.00	-	-	9,400.00
255511	531800	PROGRAM SERVICES	10,000.00	-	10,000.00	465.01	-	9,534.99
255511	533105	IT SERVICE FUND CHARGES	57,746.00	-	57,746.00	-	-	57,746.00
255511	533106	SOFTWARE MAINT & SUBSCRIPTIONS	30,000.00	-	30,000.00	4,376.80	-	25,623.20
255511	536125	EMPLOYEE DEVELOPMENT	8,500.00	-	8,500.00	-	-	8,500.00
255511	537100	VEHICLE & PARKING EXPENSES	19,440.00	-	19,440.00	-	-	19,440.00
255511	540100	OFFICE SUPPLIES	11,700.00	-	11,700.00	170.23	-	11,529.77
255511	540130	POSTAGE & DELIVERY	7,000.00	-	7,000.00	-	-	7,000.00
255511	540205	DISPLAYS	1,000.00	-	1,000.00	-	-	1,000.00
255511	540222	JANITORIAL SUPPLIES	-	-	-	-	-	-
*Janitorial Supplies expense budgets and actuals covered by Building and Grounds Department starting in 2025								
255511	548001	DONATION PURCHASES	70,000.00	-	70,000.00	8,895.14	13,537.60	47,567.26
255511	548002	MATERIALS - ALL CATEGORIES	370,767.00	-	370,767.00	5,876.60	-	364,890.40

Mead Public Library - Financial Statement for January 31, 2026

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET
255511	548003	OTHER CONTENT	150,102.00	-	150,102.00	159,853.99	-	(9,751.99)
255511	550110	BUILDING MAINT & REPAIR	-	-	-	-	-	-
*Building Maint & Repair expense budgets and actuals covered by Building and Grounds Department starting in 2025								
255511	555100	UTILITIES	148,835.00	-	148,835.00	13,098.18	-	135,736.82
255511	555120	PHONES	4,000.00	-	4,000.00	-	-	4,000.00
255511	560255	TOOLS & SMALL EQUIPMENT	3,100.00	-	3,100.00	-	-	3,100.00
255511	652200	IT EQUIPMENT	24,500.00	-	24,500.00	-	-	24,500.00
TOTAL EXPENSES			4,366,551.00	-	4,366,551.00	447,121.59	13,537.60	3,905,891.81
TOTAL REVENUE LESS EXPENSES			-	-	-	423,207.49	13,537.60	(436,745.09)

Mead Public Library - Accounts Payable December 1st, 2025 through December 31st, 2025

VENDOR NAME	ACCOUNT	ACCOUNT DESC	AMOUNT	DATE PAID	CHECK NO	FULL DESC
EVERY LYN ROGNERUD	255 451915	PATRON FEES	22.58	12102025	369977	PATRON REFUND
MONARCH LIBRARY SYS	255511 531100	CONTRACTED SERVICES	4,599.03	12102025	6876	2025 CONTRACTED SERVICES-MEAD PUBLIC LIBRARY
ENGBERG ANDERSON INC	255511 531100	CONTRACTED SERVICES	480.00	12102025	369939	213396.02 MEAD PL INTERIOR & AMH RENO
ORANGEBOY	255511 533106	SOFTWARE MAINT & SUBSCRIPTIONS	3,000.00	12102025	6881	CARDHOLDER MGMT SUBSCRIPTION-11/26/25-11/26/26
AMAZON CAPITAL SERVI	255511 540100	OFFICE SUPPLIES	26.28	12102025	6847	ACCT #A2JXVCVZU4S49M OFFICE SUPPLIES
AMAZON CAPITAL SERVI	255511 540100	OFFICE SUPPLIES	972.48	12102025	6847	ACCT #A2JXVCVZU4S49M OFFICE SUPPLIES
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	9.95	12102025	6847	ACCT #A2JXVCVZU4S49M DONATIONS
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	86.29	12102025	6847	ACCT #A2JXVCVZU4S49M DONATIONS
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	28.99	12102025	6847	ACCT #A2JXVCVZU4S49M DONATIONS FOUNDATION WISHLIST
LINDSEY JOCHMAN	255511 548001	DONATION PURCHASES	690.80	12102025	369968	NOV LIBRARY AQUARIUM SERVICES - MPL
CHILDREN'S MUSEUM	255511 548001	DONATION PURCHASES	750.00	12102025	369930	CMFDL MEMBERSHIP - EXPERIENCE PASS COLLECTION-MPL
FUN AND FUNCTION	255511 548001	DONATION PURCHASES	4,924.97	12102025	369946	FOUNDATION WISHLIST MPL- CUST #M33417
MIDWEST TAPE	255511 548002	MATERIALS - ALL CATEGORIES	1,221.50	12102025	6875	ACCT #2000015656 MATERIAL PURCHASE
MIDWEST TAPE	255511 548002	MATERIALS - ALL CATEGORIES	429.54	12102025	6875	CUST #2000015656 MATERIAL PURCHASE
MIDWEST TAPE	255511 548002	MATERIALS - ALL CATEGORIES	64.66	12102025	6875	ACCT #2000016317 MONARCH GRANT/PROJECT
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	42.73	12102025	6864	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	91.84	12102025	6864	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	575.42	12102025	6864	ACCT #20W1532 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	2,076.80	12102025	6864	ACCT #20W8082 MAT. PURCH & MONARCH GRANT \$515.81
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	31.94	12102025	6864	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	58.70	12102025	6864	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	182.52	12102025	6864	ACCT #20X7192 MONARCH GRANT/PROJECT
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	2,543.66	12102025	6864	ACCT #20W1532 MAT. PURCH & MONARCH GRANT \$81.88
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	5,521.20	12102025	6864	ACCT #20W8082 MAT. PURCH & MONARCH GRANT \$117.73
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	57.44	12102025	6864	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	961.34	12102025	6864	MAT. PURCHASE & MONARCH GRANT \$44.39
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	26.53	12102025	6864	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	113.52	12102025	6864	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	(113.52)	12102025	6864	CUST #20W8082 CREDIT MEMO FOR INVOICE #91842364
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	152.99	12102025	6847	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	677.87	12102025	6847	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	16.89	12102025	6847	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	16.50	12102025	6847	ACCT #A2JXVCVZU4S49M MONARCH GRANT/PROJECT
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	313.44	12102025	6847	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	893.62	12102025	6847	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	34.98	12102025	6847	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	38.57	12102025	6847	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	785.34	12102025	6847	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548003	OTHER CONTENT	23.97	12102025	6847	ACCT #A2JXVCVZU4S49M OTHER CONTENT
AMAZON CAPITAL SERVI	255511 548003	OTHER CONTENT	23.20	12102025	6847	ACCT #A2JXVCVZU4S49M OTHER CONTENT
PITNEY BOWES GLOBAL	255 162000	PREPAID EXPENSES	2,000.00	12232025	370132	POSTAGE PURCHASE-MPL RESERVE ACCT #3009743

Mead Public Library - Accounts Payable December 1st, 2025 through December 31st, 2025

VENDOR NAME	ACCOUNT	ACCOUNT DESC	AMOUNT	DATE PAID	CHECK NO	FULL DESC
PROQUEST LC	255 162000	PREPAID EXPENSES	4,878.36	12232025	370135	ACCT #153838 OTHER CONTENT - HISTORICAL NEWSPAPERS
PAUL PACE	255 451915	PATRON FEES	7.96	12232025	370124	PATRON REFUND FOR ELLIE CATHERINE PACE
AT&T CORP	255511 531100	CONTRACTED SERVICES	90.02	12232025	370054	ACCT #831-001-4630 820 NOV BILLING MPL BROADBAND
AT&T	255511 531100	CONTRACTED SERVICES	413.74	12232025	370053	ACCT#920 Z83-0200 109 8 TELEPHONE EXPENSE-NOV
AMAZON CAPITAL SERVI	255511 540100	OFFICE SUPPLIES	237.49	12232025	6903	ACCT #A2JXVCVZU4S49M OFFICE SUPPLIES
AMAZON CAPITAL SERVI	255511 540100	OFFICE SUPPLIES	733.51	12232025	6903	ACCT #A2JXVCVZU4S49M OFFICE SUPPLIES
AMAZON CAPITAL SERVI	255511 540100	OFFICE SUPPLIES	246.51	12232025	6903	ACCT #A2JXVCVZU4S49M OFFICE SUPPLIES
AMAZON CAPITAL SERVI	255511 540100	OFFICE SUPPLIES	274.48	12232025	6903	ACCT #A2JXVCVZU4S49M OFFICE SUPPLIES
PITNEY BOWES GLOBAL	255511 540130	POSTAGE & DELIVERY	416.31	12232025	370131	ACCT #0013152143 - OCT 2025 - JAN 2026 BILLING
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	88.85	12232025	6903	ACCT #A2JXVCVZU4S49M DONATIONS
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	48.86	12232025	6903	ACCT #A2JXVCVZU4S49M DONATIONS FOUNDATION WISHLIST
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	123.82	12232025	6903	ACCT #A2JXVCVZU4S49M DONATIONS
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	(139.99)	12232025	6903	CREDIT MEMO FOR INVOICE #17W3-HKVT-93QC
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	18.99	12232025	6903	ACCT #A2JXVCVZU4S49M FOUNDATION WISHLIST
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	70.78	12232025	6903	ACCT #A2JXVCVZU4S49M FOUNDATION WISHLIST
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	37.99	12232025	6903	ACCT #A2JXVCVZU4S49M FOUNDATION WISHLIST
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	69.98	12232025	6903	ACCT #A2JXVCVZU4S49M FOUNDATION WISHLIST
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	77.95	12232025	6903	ACCT #A2JXVCVZU4S49M FOUNDATION WISHLIST
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	18.99	12232025	6903	ACCT #A2JXVCVZU4S49M FOUNDATION WISHLIST
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	44.04	12232025	6903	ACCT #A2JXVCVZU4S49M DONATIONS
ALLIE TASCHE	255511 548001	DONATION PURCHASES	600.00	12232025	370051	SVC PERIOD 10/1-10/31/2025 FOUND. WISH LIST-MPL
ALLIE TASCHE	255511 548001	DONATION PURCHASES	1,400.00	12232025	370051	SVC PERIOD 11/1-11/30/25 GREEN BAY PACKERS FOUND.
SNAPPY APP INC	255511 548001	DONATION PURCHASES	75.00	12232025	370149	PROF DEV-STAFF APPRECIATION -FOUND. WISHLIST-MPL
MIDWEST TAPE	255511 548002	MATERIALS - ALL CATEGORIES	97.63	12232025	6929	CUST #2000015656 MATERIAL PURCHASE
MIDWEST TAPE	255511 548002	MATERIALS - ALL CATEGORIES	29.33	12232025	6929	CUST #2000016317 MONARCH GRANT/PROJECT
MIDWEST TAPE	255511 548002	MATERIALS - ALL CATEGORIES	1,739.81	12232025	6929	CUST #2000015656 MATERIAL PURCHASE
UNIVERSITY OF MINN.	255511 548002	MATERIALS - ALL CATEGORIES	4,005.00	12232025	370165	CUST #5059519 COLL SUPPLIES - BAYSCAN - MPL
ELM USA, INC.	255511 548002	MATERIALS - ALL CATEGORIES	1,061.40	12232025	370083	COLLECTION SUPPLIES - MEAD PUBLIC LIBRARY
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	38.58	12232025	6924	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	3,812.25	12232025	6924	ACCT #20W8082 MAT. PURCH & MONARCH GRANT \$1444.50
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	53.75	12232025	6924	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	1,663.15	12232025	6924	ACCT #20W1532 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	424.73	12232025	6924	ACCT #20X7192 MONARCH GRANT/PROJECT FUND
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	55.56	12232025	6924	ACCT #20X7192 MONARCH GRANT/PROJECT
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	2,385.67	12232025	6924	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	29.49	12232025	6924	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	419.65	12232025	6924	ACCT #20X7192 MONARCH GRANT/PROJECT
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	55.95	12232025	6924	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	(16.00)	12232025	6924	CREDIT MEMO FOR INVOICE #92457612 ACCT #20W8082
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	(13.14)	12232025	6924	CREDIT MEMO FOR INVOICE #92236205 ACCT #20W8082
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	8,435.26	12232025	6924	ACCT #20W8082 MAT. PURCH & MONARCH GRANT \$98.98

Mead Public Library - Accounts Payable December 1st, 2025 through December 31st, 2025

VENDOR NAME	ACCOUNT	ACCOUNT DESC	AMOUNT	DATE PAID	CHECK NO	FULL DESC
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	343.22	12232025	6924	ACCT# 20W8082 MAT. PURCH & MONARCH GRANT \$16.79
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	1,726.98	12232025	6924	ACCT #20W8082 MAT. PURCH & MONARCH GRANT \$137.86
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	20.65	12232025	6924	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	4,696.09	12232025	6924	ACCT# 20W1532 MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	309.83	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	47.88	12232025	6903	ACCT #A2JXVCVZU4S49M MONARCH GRANT/PROJECT
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	350.99	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	1,414.52	12232025	6903	ACCT #A2JXVCVZU4S49M COLLECTION SUPPLIES
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	(15.95)	12232025	6903	CREDIT MEMO FOR INVOICE #13WF-R4RQ-QMFC
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	13.44	12232025	6903	ACCT #A2JXVCVZU4S49M COLL. SUPPLIES
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	284.29	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	211.52	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	192.26	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	27.51	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	133.25	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	51.54	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	300.39	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	224.95	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	126.24	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	13.99	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	676.79	12232025	6903	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
DEMCO, INC.	255511 548002	MATERIALS - ALL CATEGORIES	704.84	12232025	370079	CUST # 480136750 - COLLECTION SUPPLIES
SHOWCASES	255511 548002	MATERIALS - ALL CATEGORIES	2,287.32	12232025	6936	COLLECTION SUPPLIES - MEAD PUBLIC LIBRARY
SHOWCASES	255511 548002	MATERIALS - ALL CATEGORIES	1,404.34	12232025	6936	COLLECTION SUPPLIES - MEAD PUBLIC LIBRARY
SHOWCASES	255511 548002	MATERIALS - ALL CATEGORIES	797.72	12232025	6936	COLLECTION SUPPLIES - MEAD PUBLIC LIBRARY
SALEM PRESS PRODUCT	255511 548002	MATERIALS - ALL CATEGORIES	260.05	12232025	6934	CUST #1011364 STANDING ORDERS MATERIAL PURCHASE
MIDWEST TAPE	255511 548003	OTHER CONTENT	84.99	12232025	6929	CUST #2000014274 OTHER CONTENT
MIDWEST TAPE	255511 548003	OTHER CONTENT	775.51	12232025	6929	CUST #2000014274 OTHER CONTENT
OVERDRIVE, INC.	255511 548003	OTHER CONTENT	10,000.00	12232025	370128	OTHER CONTENT PURCHASES - CUST ID #0669-1028
CDWG	255511 560255	TOOLS & SMALL EQUIPMENT	7.81	12232025	370069	CUST #3162682 HIGH SPEED HDMI CABLE - MEAD
ELITE BUILDS INC	255511 631200	BUILDING IMPROVEMENTS	36,315.65	12232025	6914	INTERIOR IMPROVEMENTS TO MEAD PUBLIC LIBRARY IN AC
CDWG	255511 652200	IT EQUIPMENT	651.74	12232025	370069	CUST #3162682 VIDEO DECODER 4K - MEAD
CDWG	255511 652200	IT EQUIPMENT	1,315.75	12232025	370069	CUST #3162682 USB SECURITY KEY - MEAD
COMPLEX SECURITY	255511 659200	EQUIPMENT REPLACEMENT	8,039.99	12232025	370073	REPLACEMENT OF CURRENT DIGITAL WATCHDOG SECURITY C
QUASIUUS CONSTRUCTION	255511 659200	EQUIPMENT REPLACEMENT	5,865.00	12232025	370137	INTERIOR LIBRARY IMPROVEMENTS
ALLIANT ENERGY	255511 555100	UTILITIES	5,859.97	123125DD	370768	NOV BILLING-ACCT #5498700000
WISCONSIN PUBLIC SER	255511 555100	UTILITIES	2,908.90	123125DD	370785	NOV BILLING-ACCT #0403257315-00031

Title: Code of Conduct Chapter: Miscellaneous Approved By: Library Board of Trustees	Document Type: Policy Document Number: 14.01 Original Effective Date: Date of Last Revision: 10/16/2024
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Code of Conduct

Introduction

This code of conduct will help you understand which behaviors are acceptable at the Library and which are unacceptable.

The Library's Values

We welcome and serve everyone who comes to the Library, and hold ourselves to the highest standards as we provide resources and experiences that encourage curiosity, discovery, and lifelong learning.

Acceptable Behaviors at the Library:

- Asking questions: our staff are here to help you
- Showing respect to others: be kind to those around you and give people their space
- Keeping noise levels low: use your inside voice when talking and headphones while using cell phones, computers, and other devices
- Taking care of the Library and everything in it: handle books and other materials carefully, return borrowed materials on time, eat only in the Library Café, and always clean up after yourself
- Requesting ADA accommodations
- Bringing ADA-defined service animals into the library
- Following library rules: The Library has policies that explain what is and is not allowed at the library. The policies also explain your rights at the library. You can read our policies online at <https://www.meadpl.org/policies>, or you can request specific policies in print at any service desk

Unacceptable Behaviors at the Library:

- Breaking the law
- Bringing weapons into the Library
- Bringing drugs or alcohol into the Library
- Being drunk or under the influence of illegal drugs
- Smoking or vaping in the Library or within 25 ft. of the Library's doors
- Being rude or abusive to people in the Library
- Stealing or damaging property that does not belong to you
- Asking people you don't know for money
- Coming to the Library when you are sick and contagious
- Leaving children under the age of 10 unattended
- Leaving your personal belongings unattended
- Creating a mess or tripping hazard with your personal belongings
- Bringing pets or non-service animals into the library
- Not following Library rules <https://www.meadpl.org/policies>

We want you to feel safe and welcome at the Library, and we depend on you to follow Library rules so others can feel safe and welcome too. People who do not follow the Library's rules may be asked to

leave. People banned from the Library for more than 10 days can appeal that decision by calling the library at 920-459-3400 or contacting us online at <https://www.meadpl.org/contact>.

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- Leaving your personal belongings unattended
- Creating a mess or tripping hazard with your personal belongings

- Bringing pets or non-service animals into the library
- Not following Library rules <https://www.meadpl.org/policies>

Food & Beverages

Small snack foods in closeable containers are allowed except when using library computers or the children's play area. All other food is prohibited.

Nonalcoholic beverages in portable containers — such as travel mugs, screw-top bottles and juice boxes — are allowed except when using library equipment or the children's play area. Open containers, such as canned beverages, are prohibited.

Messes

Please clean up after yourself and leave all areas as you found them. For messes that require additional attention, such as spills, please alert staff.

Building Access

No loitering in and around the library entrance, and no blocking doorways, walkways or otherwise interfering with free passage throughout the building. Anyone remaining in the library.

Visitors may not remain in the library or attempt to remain in the library after regular business hours, unless taking part in an after-hours program or with prior permission of library administration

The Children's area is meant for children and their families. Unaccompanied adults must check in at the Children's service desk before utilizing resources.

The third-floor Maas Teen Center is meant for teens. Unaccompanied adults and children may be asked to leave.

Use of Library Restrooms

Visitors are not allowed to shave, bathe, dye or cut hair, wash clothes or dishes, smoke, vape, drink alcohol, or loiter in library restrooms. Restrooms will be checked periodically by staff.

Staff Only Areas

Library visitors are not allowed to enter or attempt to enter any area of the building or grounds marked as restricted or for staff only.

Title: Food and Beverage Chapter: Services Approved By: Library Board of Trustees	Document Type: Policy Document Number: Original Effective Date: 10/27/16 Date of Last Revision: 11/20/24
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Food and Beverage Policy

Covered, non-alcoholic, drinks are allowed in all areas of the library; food is only permitted in the cafe on the Library's first floor and the Maas Teen Center on the 3rd floor.

In the event that equipment or materials are damaged because of food or drink, customers may be subject to repair or replacement charges. If the food or drink being consumed disturbs other customers because of a mess or odor, staff will ask the customer to take their food or drink out of the library. Customers are expected to clean up after themselves and immediately report accidents to staff. Group meals and food delivery are not allowed in public areas except for prearranged and approved meetings in public meeting spaces, as detailed in our Meeting Room Policy <https://www.meadpl.org/policies>.

<p>Title: Digital Media Policy Chapter: Administrative Management Approved By: Library Board of Trustees</p>	<p>Document Type: Policy Document Number: 6.05 Original Effective Date: 9/24/2020 Date of Last Revision: 9/17/2025</p>
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Digital Media Policy

1. Mead Public Library’s digital media outlets support our mission of connecting people with ideas, resources and technology to educate, entertain and empower and are among the library’s primary means of communicating with the public about our services.
2. Digital media is defined as websites, social media accounts, newsletters, blogs and other digital communication tools utilized by the library. Content that is posted on Library-sponsored social media sites may be subject to state and federal public records statutes and records retention requirements.
3. Mead’s digital media accounts are maintained by the library’s Marketing Specialist, who is responsible for ensuring brand standards are met and appropriately tailored to all platforms. The Library Director and IT Specialist also have access to these accounts to serve as a backup to the Marketing Specialist.
4. The Library’s digital media sites are not intended to be traditional public forums for the general exchange of ideas and viewpoints, but a limited public forum for discussing Library programs, events and materials. The Library does not make its digital media accounts available for general public discourse, but rather reserves and limits the topics that may be discussed on social media accounts.
 - a. Comments and posts from the public are encouraged on these platforms but those that fall within any of the following categories will be hidden by library staff and will lead to a warning being issued to the user as to why the action was taken.
 - b. Content that is deemed not suitable for posting by the Library because it is not topically related to the particular subject being commented on, or is deemed prohibited based on the criteria defined below, shall be retained pursuant to the records retention schedule. Content and comments on the Library’s digital media accounts containing any of the following forms of content and postings shall not be allowed:
 - i. Obscenity or child pornography
 - ii. Content that promotes, fosters, or perpetuates discrimination and/or harassment based on race, creed, color, age, gender, marital status, religion, national origin, physical or mental disability, sexual orientation, ancestry, or any other protected category.
 - iii. Slanderous, libelous, threatening or defamatory statements.
 - iv. Copyrighted or trademarked material.
 - v. Spam.

- vi. Content not related to Library business, programs, events, resources, and materials.
- vii. Advertising or sale of merchandise or services; or
- viii. Charitable solicitations or political campaigning



CITY OF SHEBOYGAN DRAFT SOCIAL MEDIA POLICY

1. **PURPOSE.** The City of Sheboygan recognizes that social media can be a useful platform for community engagement, communication, and information sharing. This policy is intended to provide guidance and regulation to City staff and Public Officials who use social media on behalf of the City, and to the public who engages with the City through social media. This policy governs the use, administration, management, monitoring, and retention of Social Media and Social Media Content, consistent with state, federal, and local laws, regulations and in line with City goals.

The guidelines and restrictions within this Policy should not be construed in a manner that unlawfully interferes with any applicable employee rights provided under state or federal law, or individual constitutional rights under state or federal law.

- 2: **SCOPE.** This policy applies to:

- A. All City Officers and Authorized Users of Municipal Social Media Accounts.
- B. All Municipal Social Media Accounts created or used on behalf of the City.
- C. External Users who engage with Municipal Social Media Accounts.
- D. Employee's Personal Usage of social media on Municipal Social Media Accounts or social media use that is otherwise unprotected by state or federal law.

3. **DEFINITIONS.** Terms used but not defined by this policy should be construed with ordinary use and meaning. The defined terms used within this policy are:

- A. **Authorized User(s):** The City employee(s) given the authority and authorization to manage Municipal Social Media Accounts. All City Officers are also Authorized Users.
- B. **Candidate Sites:** a website, social media account, or other electronic public content that promotes an individual that is currently running for a political office or position.
- C. **Corporate Commercial Site(s):** a commercial entity's official online presence which acts either as a digital storefront, advertisement, or mechanism for customer engagement and business growth.
- D. **External Users:** Individuals or commercial entities who engage with Municipal Social Media Accounts that are not City Officers or Authorized Users.
- E. **Limited Public Forum:** A Municipal Social Media Account or specific post or publication within or onto a Municipal Social Media Account that is restricted to specific or particularized subject matter or content.
- F. **Link or Linking:** the act of associating or connecting two or more social media accounts. This may include but is not limited to "liking", "sharing", "retweeting", "@mentions," or directly posting or including a secondary source to a social media site or account.
- G. **Malware:** Software that is capable of or used to damage, disable, or otherwise infiltrate electronic systems or communication devices.
- H. **Municipal Social Media Accounts:** Any social media accounts that have been authorized, curated, and used by a City Officer or Authorized User for the purpose of engagement, communication, and information sharing with the community on behalf of the City and the Mead Public Library.



CITY OF SHEBOYGAN DRAFT SOCIAL MEDIA POLICY

- I. **Personal Identification Information:** Those identifiers referred to within Wis. Stat. § 43.201(1)(a) and (b). This does not include information shared about the specific user that publishes content to a Municipal Social Media Account. For example, this definition excludes information shared by an external user who posts their own address to a Municipal Social Media Account related to a complaint, comment, or concern.
- J. **Personal Use/Usage:** Use of social media that is strictly used for individual or personal use unrelated official City initiatives or business.
- K. **Publish:** includes creating, sharing, posting, reposting, or otherwise the dissemination of information or content on a social media platform or account.
- L. **City Content:** Any messages, materials, documents, media, information, or similar uses of social media that is published or otherwise made public and relates to an official function, position, or policy of the City, Authorized User, or City Officer.
- M. **City Officers:** Elected or appointed public officials capable of making and enforcing City policy.

4. OWNERSHIP OF MUNICIPAL SOCIAL MEDIA ACCOUNTS.

- A. All Municipal Social Media Accounts, regardless of the employee or official who creates or otherwise manages the account in whole or in part, are owned by and belong solely to the City. The City does not own, manage, or regulate content on social media accounts or profiles created by employees exclusively for an employee's own personal use.
- B. All Municipal Social Media Accounts must be approved pursuant to this policy. The City Officer or Authorized User in charge of managing the account is the custodian of the records created through the use of the Municipal Social Media Account and is responsible for maintaining those records and producing those records pursuant to a lawful records request. The City may assist in record retention or production for any Municipal Social Media Accounts made and operated in compliance with this policy.

5. GENERAL PRACTICES AND PROCEDURES FOR MUNICIPAL SOCIAL MEDIA ACCOUNTS.

- A. All Municipal Social Media Accounts shall be operated in accordance with applicable state, federal, and local laws, regulations, and policies, including all information technology security policies, public record laws, and applicable record retention laws.
- B. Authorized Users shall not combine Personal Usage of social media with Municipal Social Media Accounts. Combining Personal Usage of social media with Municipal Social Media Accounts may result in liability, employment issues, and other consequences both to the individual employee and the City.
- C. Categories of Municipal Social Media Accounts.
 - i. Nonpublic forum: Municipal Social Media Accounts used to inform the public without engaging in two-way communication shall have comments and other external user actions deactivated. Such accounts shall post in a conspicuous location, the following statement, "This account is used for informational purposes. For those who wish to express views with the City, please contact your elected representative (link to alder page)."
 - ii. Public forum: Municipal Social Media Accounts used to engage with the public shall post in a conspicuous location, the following statement, "The City of Sheboygan (Mead Public Library) does



CITY OF SHEBOYGAN DRAFT SOCIAL MEDIA POLICY

not endorse and is not responsible for content placed by others that may be offensive, hurtful, in poor taste, or disagreeable. The City reserves the right to hide content placed by others that includes:

1. Spam, advertising, or links that promote a business, service, or product;
2. Content that promotes, directs, or perpetuates illegal activity including but not limited to threats of violence and unlawful activity.
3. Content that is defamatory, according to law;
4. Content containing obscenity that is not protected by law. "Obscenity" refers to sexually explicit content having no reasonable value in arts, literature, etc., as distinguished from language that is offensive, vulgar, distasteful, etc. An example of material considered "obscene" is child pornography.
5. Direct threats;
6. Malware, viruses, security threats to the City network, or flooding;
7. Infringements of copyrights or trademarks.

This is not an exhaustive list. Content moderation will be addressed on a case-by-case basis in conformity with the law."

D. Creating a Municipal Social Media Account:

- i. Any new Citywide Municipal Social Media Account must be approved by the City Administrator or designee. Any new Municipal Social Media Account specific to a department must be approved by the Department Head or designee. Such approval shall be in writing and shall identify the account's scope/purpose, its Authorized Users, and whether the account will operate as a nonpublic forum or public forum. Each account shall have at least two Authorized Users.
- ii. Any new Municipal Social Media Account shall have at least two Authorized Users with access to manage content on the account. This does not include department heads or those otherwise designated by the City Administrator to manage or maintain City communications or social media.
- iii. Any Municipal Social Media Account or Authorized User must comply with the provisions of this policy. Each Authorized User must review this policy and sign off on this policy on a yearly basis.

E. Form and Format of Municipal Social Media Page.

All Municipal Social Media Accounts are required to:

- ii. Identify that the Account is an official City/department Account. If the Municipal Social Media Account is managed as the official page for a City Officer, the account or page must identify that it is the official page of that City Officer.
- iii. Prominently display in a conspicuous place a hyperlink to the City website and a separate hyperlink to this policy on the City website.
- iv. Clearly state that the Account is maintained by the City and that its use and content is governed by this Social Media Policy.

F. Linking Municipal Social Media Accounts



CITY OF SHEBOYGAN DRAFT SOCIAL MEDIA POLICY

- i. Municipal Social Media Accounts and Authorized Users shall not ‘friend’, ‘like’, ‘follow’, or otherwise connect with:
 - 1. Candidate Sites or pages advocating a position on a City or other political ballot issue. During election, re-election, or a political campaign where a sitting City Officer’s page acts as a Candidate Site, the other Municipal Social Media Accounts should not promote one candidate or ballot issue above other candidates or ballot issues.
 - 2. Corporate Commercial Websites that promote companies or subsidiaries whose business is derived from the sale or manufacture of tobacco products, alcoholic beverages, or sexual/adult-oriented products.
 - 3. Religious or political organizations.
 - 4. Individual Personal Social Media Accounts.
- ii. Municipal Social Media Accounts may “‘friend’, ‘like’, ‘follow’,” or otherwise connect with:
 - 1. Other Municipal Social Media Accounts.
 - 2. Corporate Commercial Websites not prohibited by 5(C)i.2).
 - 3. Entities that have been identified by the Municipality as having programs or offerings which-compliment a City or department program and which are not operated for commercial purposes.

G. Terminating a Municipal Social Media Account.

- i. Prior to terminating any City Social Media Account, the Authorized Users and/or City Officer must notify the City Administrator, for citywide accounts, or their department head, or designees of their intent to terminate the account.
- ii. Prior to termination of a Municipal Social Media Account, any records created or otherwise existing as part of the Municipal Social Media Account must be memorialized in conformity with Wisconsin Public Records laws.

6. SPECIAL CONSIDERATIONS FOR MUNICIPAL OFFICER USE OF SOCIAL MEDIA.

- A. Municipal Officers hold unique positions in the operation of the City government. By virtue of their position and authority, Municipal Officers have the potential to generate records anytime the Municipal Officer creates content or otherwise posts or publishes content related to a City function or related to the authority of the Municipal Officer. Municipal Officers are strongly encouraged to use proper discretion and compliance with this policy and all related policies involving community engagement.
- B. Municipal Officers are the record custodians for their content posted and shall adhere to all local, state, and federal laws.
- C. Municipal Officers may make political statements or statements related to ballot issues on their own Municipal Social Media Account managed by that Municipal Officer, but should be aware that those statements and records may generate interest and issues for the municipality, including but not limited to substantial records requests, lawsuits, damages, etc.



CITY OF SHEBOYGAN DRAFT SOCIAL MEDIA POLICY

- D. Municipal Officers may not post or publish political or ballot content to any other Municipal Social Media Account.
- E. Municipal Officers should refrain from posting or publishing content on other Municipal Officer Social Media Accounts.

7. GENERAL REQUIREMENTS ON AUTHORIZED USERS.

All Authorized Users of Municipal Social Media Accounts shall:

- A. Provide account information, including username, password, and any other access credentials to the City Administrator (for Citywide accounts) or to their department head, or their designees.
- B. Provide full and updated records of active Authorized Users having access to and authority to regulate content on the Municipal Social Media Account(s).
- C. Ensure that any content published, posted, or hyperlinked-to in any capacity by an Authorized User to a Municipal Social Media Account is related to and in furtherance of the City's missions, services, goals, or objectives of the City.
- D. Maintain the Municipal Social Media Account in conformity with this policy.
- E. Monitor Municipal Social Media Accounts on a regular basis during the Authorized User's normal working hours excluding City Holidays.
- F. Notify the IT Director immediately of any security threats, risks, or unauthorized uses of their Municipal Social Media Account.
- G. Maintain and produce records in compliance with Wisconsin Public Records law.
- H. Provide a signed and dated copy of this policy acknowledging they have read and are aware of this policy and their obligations as an Authorized User.
- I. If the Authorized User or City Officer terminates, is removed from, or is no longer employed/representative of the City, said user shall immediately cease all involvement and/or use of Municipal Social Media Accounts. Failure to cease activity or surrender control of a Municipal Social Media Account upon expiration of the City Officer or Authorized User's position will result in penalties or other legal recourse.
- J. Upon change or termination of an Authorized User or Municipal Official, the Department Head/ City Administrator or designee shall change any password for a Municipal Social Media Account to assure account security.
- K. Authorized Users shall not use their position or Municipal Social Media Account for personal gain.

8. CONTENT MODERATION BY AUTHORIZED USERS.

- A. Regulations on Content published on Municipal Social Media Pages by an Authorized User:
 - i. All content that is published, posted, or hyperlinked-to in any capacity by an Authorized User to a Municipal Social Media Account must be related to a mission, service, goal, or objective of the municipality, department, officer, board, commission, committee, or authority of the municipality.



CITY OF SHEBOYGAN DRAFT SOCIAL MEDIA POLICY

- ii. Except for Municipal Social Media Accounts administered by public safety or public health departments, Municipal Social Media Accounts should refrain from posting any original content related to public safety or public health without approval from the City Administrator. Reposting or republishing previously approved content related to public safety or public health that has already been posted or published on other Municipal Social Media Accounts is acceptable.
- iii. Authorized Users of Municipal Social Media Accounts shall not publish prohibited content, including but not limited to:
 - i. Content that violates a person's rights under federal, state, or local laws such as personally identifiable information and personal financial information;
 - ii. Content that is abusive, discriminatory, inflammatory, or sexually explicit;
 - iii. Information that could compromise an ongoing investigation or the safety and security of City operations, its employees, or members of the public;
 - iv. Content posted for personal use;
 - v. Content that is not properly authorized by this policy or a supervisor.
- vi. Denying an External User access to a Municipal Social Media Account
 - i. Authorized Users may hide or remove individual posts that violate this Policy.
 - ii. The City reserves the right to ban/block an External User's access to Municipal Social Media Accounts for repeated violations of this Policy.
 - iii. Prior to banning or blocking an External User, the Authorized User shall obtain City Administrator authorization. A ban/block may be permanent or temporary, full or partial. Any External User that is denied access to a Municipal Social Media Account may appeal the ban to Licensing, Hearing, and Public Safety Committee by submitting an appeal in writing to the City Clerk's Office within thirty (30) days of the ban.

9. CONTENT POSTED BY EXTERNAL USERS.

The City is not responsible for content published or posted by External Users onto Municipal Social Media Accounts. To the extent allowed by law, the City will attempt to moderate illegal or unprotected content such as that identified in section 5.C.ii. External Users of Municipal Social Media Accounts are prohibited from publishing content on a Municipal Social Media Account that is in violation of this policy such as that identified in section 5.C.ii. Content published by External Users may be subject to disclosure or retention subject to Wisconsin Public Records and Record Retention laws or discovery obligations. Any content published on a Municipal Social Media Account becomes public information, subject to the terms of this policy, and the External User should have no expectation of privacy or confidentiality with respect to the published content.

10. EMPLOYEE PERSONAL USE OF SOCIAL MEDIA.

- A. This policy is not intended to limit or restrict Employees to speak as private citizens on matters related to a public concern provided that the post or content does not create a security risk or disruption to the City.



CITY OF SHEBOYGAN DRAFT SOCIAL MEDIA POLICY

- B. Employee Personal Use of Social Media may not be protected when it creates security or safety risks, becomes amplified to the extent it creates disruption to official municipal business, or relates to private concerns or matters.
- C. Employees may be held responsible for their personal social media use to the extent allowed by law.

11. LEGAL REQUIREMENTS.

- A. Content published on Municipal Social Media Accounts is subject to Wisconsin Public Records Law.
- B. Authorized Users are responsible for maintaining records of the Municipal Social Media Account(s) that they manage and responding to lawful records requests.
- C. City Officers understand that discussions with other City Officers on social media may be subject to records requests AND may constitute a meeting pursuant to Wis. Stat. § 19.82. As such, City Officers are discouraged from communicating with other City Officers through social media.
- D. City Officers understand that even a private social media account may transition to a Municipal Social Media Account if the City Officer engages in official actions, duties, or authority conferred to the Officer by virtue of their position.

Support & Public Services Report to the Mead Library Board of Trustees

Submitted by Cheryl Nessman

March, 2026

Staffing:

- Aleah Hill has been hired as the new Circulation Supervisor and began on 4/13/26
- We have posted the Associate Librarian position that Aleah vacated
- Rachele DePagter, our Youth Services and AV cataloger, retired after 41 years of service. That position has not yet been posted as we explore our options.
- The following staff members attended the national Public Library Association Conference in Minneapolis at the end of March:
 - Shannon Ribich (Circulation Library Assistant)
 - Aubrey Laux (Adult Services Associate Librarian)
 - Kelly Rohde (Adult Services Librarian)
 - Matt Beinemann (Young Adult Librarian)
 - Alison Loewen (Children's Librarian)
 - Saraya Currier (Children's Associate Librarian)

Programming/Exhibit/Outreach Highlights:

- March:
 - There was a full room for the Academy Talk: Finding Home Among the Stars, with Anishinaabe photographer, Travis Novitsky, and UW Madison's Professor of Astronomy, Dr. Robert Mathieu, that took place the evening of March 19th.
 - Wintergreen was held on Saturday, March 21st with lots of activities for the whole family. There were 927 people in attendance and we received a lot of great feedback.
- April:
 - The Children's area wrapped up its annual Peeps Diorama Contest with 24 entries this year. They are on display in the 1st floor wall display unit.
 - Our 2026 Maker in Residency has begun, with [Nenglee Vang offering workshops on Hmong Cross-Stitch on Saturdays](#).
 - Our staff working group on Programming for the Unhoused has fostered a new partnership with the **Job Center of Wisconsin**. [schedule a 1-hour session with Nicole Grumly on Wednesday's from 10am - 1pm](#). This program is scheduled through October, but we are hoping to extend it beyond that date.
 - [Myths & Mistakes in Estate Planning with Tracy Gibson](#) will be held on April 23rd at 6pm.

- We have started up our [Memory Cafes](#) again, this time holding all programming at Mead PL.
- May:
 - Preregistration for the Summer Reading Program (theme: Unearth a Story) will begin on May 1st. Participants will log their reading from May 26th to Aug. 8th. More information on all of the fun programs and activities that will be available will be coming soon.
 - The 7th annual [Mead Con](#) (formerly Mead Comic Con) will be happening on Saturday, May 2nd, alongside Sheboygan's Sheboycon.

Collections

- We are working to combine our Young Adult and Adult Graphic Novel/Manga collections

Patron Services

- We are implementing LibraryIQ and SmartyCat services which are designed to help with collection management and evaluation, as well as with targeted marketing of materials. LibraryIQ also allows libraries to customize the statistical dashboard to assist with programming and outreach efforts.