



MEAD PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

October 21, 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, October 21, 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 - Susan Kuch, Vice President. All trustees may attend the meeting remotely.
2. Pledge of Allegiance
3. Board Member Introduction - Annalise Flynn
4. 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)
5. Approval of Minutes
6. Correspondence, Announcements, and Common Council Reports

CONSENT AGENDA

7. Facilities Report
8. Security Update
9. Monthly Statistics
10. Monarch Library System - Maeve Quinn
11. Mead Library Foundation - Kathie Norman
12. Friends of Mead - Pattie Pilz

COMMITTEE REPORTS

13. 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

[14.](#) Approve 2027 Resource Library Agreement

[15.](#) Community Bulletin Board Policy Update

DIRECTOR'S REPORT

16. City Budget Process Update (Operating and Capital Improvement Plan)

[17.](#) Services and Programming

UPCOMING MEETINGS

18. Library Board of Trustees, November 18, 2026, at 5:00 p.m.

ADJOURN

19. 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 MINUTES**

September 16, 2026, at 5:00 PM

Mead Public Library, Rocca Room 710 N 8th Street

Barbara Alvarez, Kurt Jensen, Susan Kuck, Kathie McNellis, Jeanne Pfeiffer (virtual) and Maeve Quinn
Staff: Garrett Erickson, Evan Grossen, Aleah Hill, Cheryl Nessman, and Pattie Pilz

1. Call to Order

President Alvarez 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. Jensen moved to approve minutes from August 19, 2026. Quinn seconded. Motion passed

5. Correspondence, Announcements, and Common Council Report

- a. New Board of Trustees member
 - i. Has been appointed by the mayor to the Board of Trustees
 - ii. Common Council needs to confirm the appointment

6. Beyond the Bridge (Homelessness) Presentation – Cheryl Nessman

- a. Free screening of Beyond the Bridge on October 22 at the Weill Center
- b. City, county, and private sectors will be represented to coordinate efforts to help people
- c. Board of Trustees are encouraged to attend
- d. Pre-event held at the library
 - i. Invitation only
 - ii. Meet presenters
 - iii. Review talking points
- e. Panel discussion after the film

7-11. Consent Agenda

Jensen moved to adopt the consent agenda. McNellis seconded. Motion passed

- a. Facilities Report
- b. Security Update
- c. Monthly Statistics
- d. Monarch Library System
- e. Mead Library Foundation
- f. Friends of Mead

13. Committee Reports

- a. Review and Possible Action on Payment of Current Expenditures including Payroll and Special Revenues - Evan Grossen
 - i. July financial reports presented
 - ii. \$3.8 million collected
 - iii. Second installment of the property tax levy is expected in August
 - iv. Budget adjustment will be submitted to the Common Council
 - v. Salary and benefits are under budget for 2026
 - vi. Quinn moved to approve the payment of current expenditures (including payroll), and acceptance of special revenues. Pfeiffer seconded. Motion passed

14. Code of Conduct – Aleah Hill

- a. “Use of Library Phone Booths” section was added
- b. “Bags, Backpacks & Personal Belongings” section was modified
 - i. Carts and wagons may be used to transport items into the building but are still subject to the 2-bag limit
- c. The word “Bicycles” was added to the “Carts, Strollers & Mobility Devices” section
 - i. Commercial-style shopping carts are now prohibited
 - ii. Strollers, wagons, carts and dollies used to transport equipment and materials were removed as an exception within this section
- d. Quinn moved to approve the amended Code of Conduct as presented. McNellis seconded. Motion passed

15. Bathroom Renovation Plan

- a. Rough plans were presented
 - i. Open entrance concept will be a requirement for future concepts
 - ii. Move bathrooms up to current ADA code
- b. Estimated cost is \$503K
- c. City agreed to pay for half via the Capital Improvement Plan
- d. Quinn moved that the Board of Trustees recommend to the Foundation that it pay half the cost of the new bathrooms. McNellis seconded. Motion passed

16. 2027 Foundation “Wish List” Restricted Grant

- a. Wish List was reviewed
- b. Kuck moved that the Board of Trustees approve this wish list and present it to the Foundation Board for approval. McNellis seconded. Motion passed.

17. Staffing Update

- a. Library Assistant/Cataloger position filled internally
- b. Library Assistant/Security Monitor position posted today
- c. Clerk Lead and Youth Services Manager positions will be posted in 2027

18. 2027 Budget Update

- a. Presented to Committee of the Whole

- b. Anticipate approval in early November

19. Services and Programming

- a. 10th Anniversary of Imaginarium celebration scheduled for October 27
- b. Lakeshore Cap Office partnership for unhoused presented
- c. Job Center partnership for direct job referrals presented
- d. Bus and Beyond Rides for free transportation to job fairs presented

20. Motion to Adjourn

- a. Meeting was adjourned at 5:45 p.m.

Next Meeting October 21, 2026, at 5:00 p.m. in the Rocca Room.

Library Facilities Projects – Library Trustee Report October 2026

In Process

- **Window Sealing** (3rd floor) – Pursuing quotes (2027 budgeted item)
- **2027 Bathroom Renovation**
 - Awaiting Common Council approval.
 - Estimated cost is \$503K (50% Foundation/50% City funded)
 - Discussed ideas and needs with architects
- **Warschau Area** - Mostly completed, need to arrange and hang up pictures
- **Community Landscape Project** – Community is to assist with planting
- **Window Sealing** (3rd floor) – Awaiting contractor
- **Rocca Room Remodel Drawings** - Working with architect (Foundation Funded)
- **Sensory Room** – Walls installed and drywall hung (Foundation Funded)
- **Study Rooms** (2nd floor) – Walls installed and drywall hung (Foundation Funded)

Future Projects

- **Additional Outside Landscaping** (2027 City CIP process via Facilities Department)
- **Shelving Replace** - Obtaining quotes (will ask Foundation for funding 2028)
- **Rocca Room Reno** - Obtaining quotes (will ask Foundation for funding in 2028)

Completed Projects

Oct 2026

- **Fire Alarm** – Annual testing completed
- **Anti-Pinch Devices** – Installed FingerSafe devices on seven doors on 3rd floor
- **Slatwall** (3rd floor) – Purchased, painted and installed

Aug 2026

- **Cabinets** - installed in Children’s Activity Room
- **Loft/Rocca Microphone Upgrade** –Scheduled for 8/25/26 (Foundation Funded)

July 2026

- **Furniture Moved** in preparation of study room construction
- **JMKAC Mural Renovation** (on South side of building)
- **New Trash Bins** purchased and installed
- **“No Smoking” Signs Installed**
- **Outside Landscaping** added mulch
- **Warschau Display Units** – (Foundation / Restricted Donation funded)

June 2026

- **Window Blinds/Shades** (June) – Used up funds for this project. Have a few areas to go if 2027 funding is approved (Foundation Funded)

May 2026

- **Anti-Slam Doors** - installed
- **Computer** - added to locker room area for staff
- **FOB Access Hardware** installed and tested on main electrical door
- **Furniture Added Power** – (Foundation Funded)
- **Roof Replacement** (50% Library Reserve fund/ 50% City ARPA Grant)

Apr 2026

- **Additional Cameras** added/moved as requested
- **Additional Outlets** installed by city electrician to Imaginarium
- **Carpeting** fixed on second floor (Warranty work)
- **Community Resources Office** (Foundation Funded)
- **Library Movements** – moved collections around on 1st and 2nd floor
- **Phone Booths** on first and second floor (Foundation Funded)
- **Youth Services Entrance Doors** – (City funded)

Jan 2026

- **3D Printers** -installed on 3rd floor (Foundation Funded)
- **Automated Material Handling System** (AMH) - installed
- **Countertop Stool Replacement** (Foundation Funded)
- **Fish Tank Installation** in youth services area (Foundation Funded)
- **Snow Removal** - coordination with Facilities and Operations

Disruptive Patron Interaction Report September 2026

		Monthly			Year To Date		
	Age	September 2025	September 2026	Monthly 2025 vs 2026	Year-to-date 2025	Year-to-date 2026	YTD 2025 vs 2026
Reported Incidents	Adult	34	57	68%	323	437	35%
	Teen	3	10	233%	64	57	-11%
	Total	37	67	81%	387	494	28%

Exclusions Over 10 Days		7	1	-86%	47	58	23%
Emergency Services Called		0	0	0%	25	11	-56%

		Monthly			Year To Date		
Type	Name	September 2025	September 2026	2025 vs 2026	2025	2026	2025 Item 9.
Circulation Transactions	Adult Materials	15,836	19,935	26%	154,627	146,640	-5%
	Teen Materials	717	32,600	4447%	9,062	40,429	346%
	Children's Materials	10,459	11,857	13%	109,093	102,997	-6%
	Total Adult/Teen/Children's Materials	27,012	64,392	138%	272,782	290,066	6%
Materials Shared With Other Libraries	Items provided to other libraries from Mead	10,249	10,887	6%	95,721	97,407	2%
	Items received for Mead patrons from other libraries	4,573	4,940	8%	42,076	41,130	-2%
	Total Interlibrary Loans (Transits)	14,822	15,827	7%	137,797	138,537	1%
E-Content Checkouts	Books and audiobooks (Libby, Hoopla)	7,687	8,019	4%	71,944	72,145	0%
	Music (Hoopla)	52	33	-37%	367	318	-13%
	Video (Hoopla, Kanopy)	661	766	16%	6,946	6,277	-10%
	Magazines (Libby)	1,262	1,473	17%	11,359	12,301	8%
	Total E-Content Checkouts	9,662	10,291	7%	90,616	91,041	0%
Library Visits	Gate count	18,732	18,045	-4%	186,689	183,811	-2%
Research Inquiries	Research Inquiries	2,496	2,125	-15%	30,878	23,614	-24%
Internet Usage Provided	Library Workstation Sessions	2,045	2,033	-1%	20,396	19,520	-4%
	Wireless Sessions	5,896	5,875	0%	60,666	55,378	-9%
Number of Library Card Holders	Sheboygan Residents				29,564	30,213	2%
	Non-Sheboygan Residents				6,379	6,437	1%
	Total Number of Library Card Holders				35,943	36,650	2%
Classes, Seminars, Workshops, Events	Children (0-11) Quantity	31	24	-23%	268	306	14%
	Children (0-11) Participants	861	600	-30%	8,828	8,542	-3%
	Teen (12-18) Quantity	3	2	-33%	39	47	21%
	Teen (12-18) Participants	27	25	-7%	976	2,267	132%
	Adult (18+) Quantity	23	34	48%	196	313	60%
	Adult (18+) Participants	337	332	-1%	2,302	2,728	19%
	Total number of Classes, Seminars, Workshops, Events	57	60	5%	503	666	32%
	Total number of Participants	1,225	957	-22%	12,106	13,537	12%
Conference Room Utilization	Rocca Meeting Room	33%	34%	0%	43%	48%	5%
	Loft Meeting Room	36%	44%	8%	34%	42%	8%
	Public Conference Room #1	24%	49%	25%	36%	47%	11%
	Public Conference Room #2	44%	45%	1%	41%	37%	-5%
Study Rooms Utilization	Study Rooms Hours Used	889	673.75	-24%	6966.5	6898.25	-1%
	Percent Utilization	68%	51%	-17%	59%	58%	-1%

10% or Higher

-10% or lower

Volunteer Report - September 2026

Type	Total Hours	Volunteer Count
Adult	177	29
Teen	11	4
Grand total	188	33

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

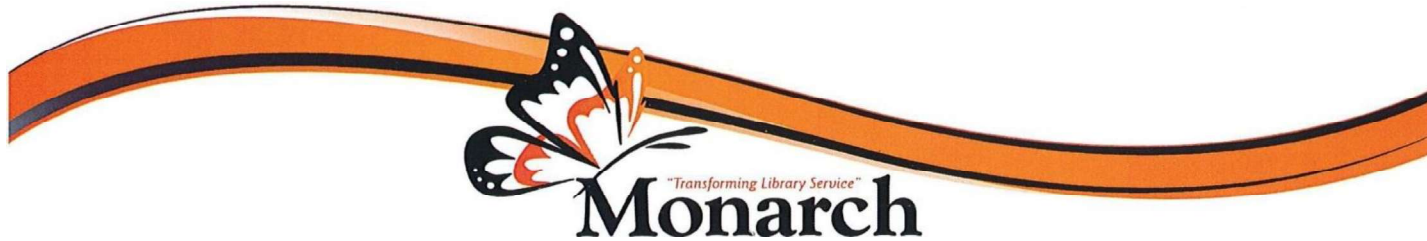
VENDOR NAME	ACCOUNT	ACCOUNT DESC	AMOUNT	DATE PAID	CHECK NO	INVOICE	FULL DESC
SPECTRUM	255511 531100	CONTRACTED SERVICES	159.98			2010167553	MONTHLY INTERNET
ANTHROPIC* CLAUDE TE	255511 533106	SOFTWARE MAINT & SUBSCRIPTIONS	125.00			2010167554	TEAM PLAN-STANDARD
ADOBE *ADOBE	255511 533106	SOFTWARE MAINT & SUBSCRIPTIONS	179.30			2010167555	CREATIVE CLOUD/ADOBE STOCK
ZOOM.COM 888-799-966	255511 533106	SOFTWARE MAINT & SUBSCRIPTIONS	53.77			2010167556	ZOOM ONE PRO MONTHLY
UW CONT ED REG CENTE	255511 536125	EMPLOYEE DEVELOPMENT	360.00			2010167696	CONTINUING EDUCATION-BREE
USATODAY CO DIGITAL	255511 536125	EMPLOYEE DEVELOPMENT	6.99			2010167700	MONTHLY SUBSCRIPTION
MENARD, INC.	255511 540100	OFFICE SUPPLIES	13.80			2010167639	DISTILLED WATER GALLON 3
WAL-MART COMMUNITY	255511 540100	OFFICE SUPPLIES	99.94			2010166529	WAGONS FOR OUTREACH & CIRC
PICK N SAVE #432	255511 548001	DONATION PURCHASES	131.55			2010166526	ACUITY SUMMER PROGRAM-TEEN PROGRAMMING
TOPPERS PIZZA SHEBOY	255511 548001	DONATION PURCHASES	172.75			2010166527	ACUITY SUMMER PROGRAMMING-TEEN PROGRAMMING-PIZZA
SSP*FRIENDSOFSCHLITZ	255511 548001	DONATION PURCHASES	200.00			2010166528	EXPERIENCE PASSES
SHURE-STEP.COM	255511 548001	DONATION PURCHASES	136.97			2010166530	FOUNDATION WISHLIST-TRAVEL STEP
WALMART.COM	255511 548001	DONATION PURCHASES	48.78			2010166531	FOUNDATION WISHLIST-STUFFED ANIMAL SLEEPOVER
JIMMY JOHNS-2125	255511 548001	DONATION PURCHASES	75.00			2010166532	FOUNDATION WISHLIST-ACUITY DONATION-GIFT CARDS
PICK N SAVE #432	255511 548001	DONATION PURCHASES	55.78			2010167691	ACUITY-TEEN PROGRAMMING
US.STORE.BAMBULAB.CO	255511 548001	DONATION PURCHASES	299.00			2010167694	FOUNDATION WISHLIST-MAKERSPACE EQUIPMENT
US.STORE.BAMBULAB.CO	255511 548001	DONATION PURCHASES	1,495.00			2010167695	FOUNDATION WISHLIST-MAKERSPACE EQUIPMENT
PARKER JOHNS BBQ & P	255511 548001	DONATION PURCHASES	61.80			2010167697	ACUITY-GIFT CARD PURCHASE
MARCUS SHEBOYGAN TIX	255511 548001	DONATION PURCHASES	60.00			2010167699	ACUITY-GIFT CARD PURCHASE
MENARD, INC.	255511 548001	DONATION PURCHASES	176.65			2010167698	MILLIPORE SIGMA GRANT-STEMIST-IN-RESIDENCE
WAL-MART COMMUNITY	255511 548001	DONATION PURCHASES	64.57			2010167692	MILLIPORE SIGMA GRANT-TWEEN STEAM CAMP
WILDLIFE ACOUSTICS I	255511 548002	MATERIALS - ALL CATEGORIES	223.63			2010167557	EXPERIENCE COLLECTION
GLOWFORGE	255511 548002	MATERIALS - ALL CATEGORIES	239.00			2010167693	ANNUAL SOFTWARE RENEWAL
HOPEFULLY HOMESTEAD	255511 548001	DONATION PURCHASES	1,800.00	08052026	372640	JULY/AUG 2026	MILLIPORE SIGMA-STEMIST-IN-RESIDENCE JULY/AUG 2026
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	68.09	08052026	7749	19C7-7KJG-GKYT	ACCT #A2JXVCVZU4S49M MILLIPORE SIGMA GRANT-TWEEN
NOURISH FARMS INC	255511 548001	DONATION PURCHASES	250.00	08052026	372660	3491	MILLIPORE SIGMA GRANT-TWEEN STEAM CAMP
MIDWEST TAPE	255511 548002	MATERIALS - ALL CATEGORIES	2,074.09	08052026	7783	509171948	ACCT #2000015656 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	38.04	08052026	7776	98131870	ACCT #20X7192 MONARCH GRANT/PROJECT
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	25.66	08052026	7749	1FTK-HVN3-4PPF	ACCT #A2JXVCVZU4S49M COLL. SUPPLIES
MIDWEST TAPE	255511 548003	OTHER CONTENT	435.69	08052026	7783	508806210	CUST #2000014274 OTHER CONTENT
MIDWEST TAPE	255511 548003	OTHER CONTENT	194.46	08052026	7783	508814474	CUST #2000014274 OTHER CONTENT
AT&T CORP	255511 531100	CONTRACTED SERVICES	90.02	08192026	372729	0813368116	ACCT #831-001-4630 820 JULY BILLING MPL BROADBAND
ENGBERG ANDERSON INC	255511 531100	CONTRACTED SERVICES	1,662.50	08192026	372747	21339603-4	MEAD PL-STUDY & SENSORY ROOMS 213396.03
ENGBERG ANDERSON INC	255511 531100	CONTRACTED SERVICES	127.50	08192026	372747	21339604-2	MEAD PL MISC TASKS-HOURLY PROFESSIONAL SERVICES
ENGBERG ANDERSON INC	255511 531100	CONTRACTED SERVICES	1,045.00	08192026	372747	21339605-3	MEAD PL SHELVING PLANNING STUDY - 213396-05
RFID LIBRARY	255511 531100	CONTRACTED SERVICES	16,000.00	08192026	372810	MPL812026	ANNUAL MAINT & REPAIR CONTRACT 9/1/26-8/31/27-MEAD
WI DEPT OF ADMINISTR	255511 531100	CONTRACTED SERVICES	600.00	08192026	7855	505-0000112407	TEACH SERVICES - CUST #0000027903
AT&T	255511 531100	CONTRACTED SERVICES	414.65	08192026	372728	920283020007JULY26	ACCT#920 Z83-0200 109 8 JULY TELEPHONE EXPENSE
GT GRAPHICS OF SHEB	255511 531400	ADVERTISING & MARKETING	103.30	08192026	7829	54029	WILD WI READING LIST BROCHURE-MEAD
RACHEL ARNDT CONSULT	255511 536125	EMPLOYEE DEVELOPMENT	228.74	08192026	372808	SEPT 2026	STAFF-IN-SERVICE-MEAD PUBLIC LIBRARY-9/25/26
AMAZON CAPITAL SERVI	255511 540100	OFFICE SUPPLIES	514.39	08192026	7804	14NQ-9MH6-YDNH	ACCT #A2JXVCVZU4S49M OFFICE SUPPLIES
AMAZON CAPITAL SERVI	255511 540100	OFFICE SUPPLIES	21.99	08192026	7804	1WGM-FMHC-RQHG	ACCT #A2JXVCVZU4S49M OFFICE SUPPLIES
AMAZON CAPITAL SERVI	255511 540100	OFFICE SUPPLIES	123.13	08192026	7804	1DRG-3LKH-T3TH	ACCT #A2JXVCVZU4S49M SUPPLIES
DULMES DECOR INC	255511 548001	DONATION PURCHASES	719.36	08192026	7819	CG604101	ROLLER SHADE FOR TEEN CENTER
DULMES DECOR INC	255511 548001	DONATION PURCHASES	26,732.51	08192026	7819	CG603792	WINDOW SHADES MPL MPL FOUNDATION FUNDS
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	149.15	08192026	7804	1FY3-KCWF-1MR6	ACCT #A2JXVCVZU4S49M FOUND. WISHLIST-FALL STORY
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	9.99	08192026	7804	14WM-PQHP-P197	ACCT #A2JXVCVZU4S49M FOUNDATION WISHLIST-NON SLIP
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	22.79	08192026	7804	16KJ-F3WK-YMRD	ACCT #A2JXVCVZU4S49M MILLIPORE SIGMA GRANT-PROGRAM

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

VENDOR NAME	ACCOUNT	ACCOUNT DESC	AMOUNT	DATE PAID	CHECK NO	INVOICE	FULL DESC
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	38.11	08192026	7804	1MKK-YXT4-H43D	ACCT #A2JXVCVZU4S49M FOUND. WISHLIST-MY 1ST BUS
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	22.78	08192026	7804	1GMX-J9M4-YJJR	ACCT #A2JXVCVZU4S49M FOUND. WISHLIST-READY SET PRE
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	15.09	08192026	7804	1HCP-YMFJ-7MDC	ACCT #A2JXVCVZU4S49M FOUND. WISHLIST-PROGRAM-BUS
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	20.97	08192026	7804	11H6-N399-CMCK	ACCT #A2JXVCVZU4S49M MILLIPORE SIGMA GRANT-PROGRAM
AMAZON CAPITAL SERVI	255511 548001	DONATION PURCHASES	92.98	08192026	7804	1FHT-MHJT-HXRH	ACCT #A2JXVCVZU4S49M FOUNDATION WISHLIST
EDGAR ULLOA	255511 548001	DONATION PURCHASES	450.00	08192026	372745	SEPT/OCT/NOV 2026	FOUNDATION WISHLIST-PROGRAM-SPANISH-SEPT-NOV 2026
MIDWEST TAPE	255511 548002	MATERIALS - ALL CATEGORIES	1,334.18	08192026	7841	509207613	ACCT #2000015656 MATERIAL PURCHASE
MIDWEST TAPE	255511 548002	MATERIALS - ALL CATEGORIES	593.00	08192026	7841	509241158	CUST #2000015656 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	14.59	08192026	7831	98204944	ACCT #20BG963 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	26.73	08192026	7831	98236640	ACCT #20BG963 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	25.55	08192026	7831	98349008	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	977.08	08192026	7831	98204945	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	32.74	08192026	7831	98236641	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	283.48	08192026	7831	98388635	ACCT #20BG963 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	15.14	08192026	7831	98362523	ACCT #20BG963 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	2,309.09	08192026	7831	98388637	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	806.06	08192026	7831	98400815	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	20.10	08192026	7831	98414584	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	58.69	08192026	7831	98362524	ACCT #20W8082 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	222.95	08192026	7831	98388636	ACCT #20W1532 MATERIAL PURCHASE
INGRAM LIBRARY SERV	255511 548002	MATERIALS - ALL CATEGORIES	28.09	08192026	7831	98447860	ACCT #20W8082 MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	175.91	08192026	7804	1Q44-4PM7-7D43	ACCT #A2JXVCVZU4S49M COLL. SUPPLIES
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	692.88	08192026	7804	17CL-K7Y7-49FH	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	96.25	08192026	7804	1CDL-FVXH-HWK4	ACCT #A2JXVCVZU4S49M MONARCH GRANT/PROJECT
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	181.90	08192026	7804	1NTL-GKWD-1CPC	ACCT #A2JXVCVZU4S49M MONARCH GRANT/PROJECT
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	18.70	08192026	7804	16WH-4KHT-693V	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	99.88	08192026	7804	1LQV-P1CJ-FNLH	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	239.95	08192026	7804	1JL6-1FXJ-P94W	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	12.32	08192026	7804	1VWP-GMRJ-VNK1	ACCT #A2JXVCVZU4S49M MATERIAL PURCHASE
AMAZON CAPITAL SERVI	255511 548002	MATERIALS - ALL CATEGORIES	110.56	08192026	7804	1T97-XQ7Q-V9CM	ACCT #A2JXVCVZU4S49M MONARCH GRANT/PROJECT
MANUFACTURERS NEWS I	255511 548002	MATERIALS - ALL CATEGORIES	284.90	08192026	7840	305291-00-2026	CUST #78512 STANDING ORDER - WI MFG REGISTER
MIDWEST TAPE	255511 548003	OTHER CONTENT	49.86	08192026	7841	509198223	CUST #2000014274 OTHER CONTENT
MIDWEST TAPE	255511 548003	OTHER CONTENT	60.00	08192026	7841	509230005	CUST #2000014274 OTHER CONTENT
MIDWEST TAPE	255511 548003	OTHER CONTENT	87.92	08192026	7841	509230003	CUST #2000014274 OTHER CONTENT
MIDWEST TAPE	255511 548003	OTHER CONTENT	640.92	08192026	7841	509230004	CUST #2000014274 OTHER CONTENT
CDWG	255511 652200	IT EQUIPMENT	948.56	08192026	372736	AK2WB7J	LENOVO THINKCENTRE-MEAD ACCT #91057
AMAZON CAPITAL SERVI	255511 652200	IT EQUIPMENT	171.26	08192026	7804	1RQR-NGYG-96N9	ACCT #A2JXVCVZU4S49M USB C CABLE
SHEBOYGAN WATER UTIL	255511 555100	UTILITIES	1,329.57	083126DD	373127	08202026-WATER	JULY WATER BILLING
ALLIANT ENERGY	255511 555100	UTILITIES	12,685.41	083126DD	373132	07292026-MPL	JULY BILLING-ACCT #5498700000
WISCONSIN PUBLIC SER	255511 555100	UTILITIES	1,428.98	083126DD	373136	6025421062	JULY BILLING-ACCT #0403257315-00031

Mead Public Library - Financial Statement for August 31st, 2026									
ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
255	411100	PROPERTY TAX LEVY	(3,117,913.00)	-	(3,117,913.00)	(3,117,913.00)	-	-	100.00
255	437200	MONARCH - SHEBOYGAN COUNTY	(932,458.00)	-	(932,458.00)	(932,457.54)	-	(0.46)	100.00
255	437210	MONARCH - OZAUKEE COUNTY	(32,793.00)	-	(32,793.00)	(32,792.90)	-	(0.10)	100.00
255	437220	MONARCH - RESOURCE	(100,000.00)	-	(100,000.00)	(101,838.50)	-	1,838.50	101.80
255	437230	MONARCH - ADJACENT COUNTIES	(45,787.00)	-	(45,787.00)	(45,786.48)	-	(0.52)	100.00
255	451915	PATRON FEES	(7,000.00)	-	(7,000.00)	(4,027.12)	-	(2,972.88)	57.50
255	461000	PHOTOCOPIES	(8,000.00)	-	(8,000.00)	(17,321.76)	-	9,321.76	216.50
255	469100	VENDING/CONCESSION SALES	(600.00)	-	(600.00)	(183.66)	-	(416.34)	30.60
255	481100	INTEREST INCOME	(50,000.00)	-	(50,000.00)	(36,230.69)	-	(13,769.31)	72.50
255	485000	CONTRIBUTIONS/DONATIONS	(70,000.00)	-	(70,000.00)	(343,334.23)	-	273,334.23	490.50
255	489000	MISCELLANEOUS REVENUE	(2,000.00)	-	(2,000.00)	(688.01)	-	(1,311.99)	34.40
		TOTAL REVENUE	(4,366,551.00)	-	(4,366,551.00)	(4,632,573.89)	-	266,022.89	106.10
255511	510110	FULL TIME SALARIES - REGULAR	2,377,235.00	-	2,377,235.00	1,172,198.84	-	1,205,036.16	49.30
255511	510111	FULL TIME SALARIES - OVERTIME	-	-	-	2,867.72	-	(2,867.72)	100.00
255511	510120	PART TIME SALARIES - REGULAR	-	-	-	201,024.28	-	(201,024.28)	100.00
255511	520310	FICA	143,995.00	-	143,995.00	81,265.71	-	62,729.29	56.40
255511	520311	MEDICARE	33,673.00	-	33,673.00	19,005.67	-	14,667.33	56.40
255511	520320	WI RETIREMENT FUND	162,710.00	-	162,710.00	95,139.23	-	67,570.77	58.50
255511	520340	HEALTH INSURANCE	494,155.00	-	494,155.00	313,150.24	-	181,004.76	63.40
255511	520341	RETIREE BENEFITS	-	-	-	-	-	-	0.00
255511	520350	DENTAL INSURANCE	30,046.00	-	30,046.00	18,833.11	-	11,212.89	62.70
255511	520360	LIFE INSURANCE	4,188.00	-	4,188.00	2,750.35	-	1,437.65	65.70
255511	520400	WORKERS COMPENSATION	847.00	-	847.00	847.00	-	-	100.00
255511	520410	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	0.00
255511	531100	CONTRACTED SERVICES	163,027.00	-	163,027.00	108,002.20	-	55,024.80	66.20
255511	531110	FINANCIAL SERVICE FEES	6,435.00	-	6,435.00	5,424.52	-	1,010.48	84.30
255511	531206	INSURANCE PREMIUMS	24,150.00	-	24,150.00	12,576.57	-	11,573.43	52.10
255511	531400	ADVERTISING & MARKETING	9,400.00	-	9,400.00	5,862.51	-	3,537.49	62.40
255511	531800	PROGRAM SERVICES	10,000.00	-	10,000.00	15,822.50	-	(5,822.50)	158.20
255511	533105	IT SERVICE FUND CHARGES	57,746.00	-	57,746.00	57,746.00	-	-	100.00
255511	533106	SOFTWARE MAINT & SUBSCRIPTIONS	30,000.00	-	30,000.00	36,372.12	-	(6,372.12)	121.20
255511	536125	EMPLOYEE DEVELOPMENT	8,500.00	-	8,500.00	6,404.09	-	2,095.91	75.30
255511	537100	VEHICLE & PARKING EXPENSES	19,440.00	-	19,440.00	754.35	-	18,685.65	3.90
255511	540100	OFFICE SUPPLIES	11,700.00	-	11,700.00	5,571.68	-	6,128.32	47.60
255511	540130	POSTAGE & DELIVERY	7,000.00	-	7,000.00	4,654.18	-	2,345.82	66.50
255511	540205	DISPLAYS	1,000.00	-	1,000.00	873.99	-	126.01	87.40
255511	540222	JANITORIAL SUPPLIES	-	-	-	-	-	-	0.00
		*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	159,904.60	154,849.32	(244,753.92)	449.60
255511	548002	MATERIALS - ALL CATEGORIES	370,767.00	-	370,767.00	197,051.68	-	173,715.32	53.10
255511	548003	OTHER CONTENT	150,102.00	-	150,102.00	212,823.07	-	(62,721.07)	141.80

Mead Public Library - Financial Statement for August 31st, 2026									
ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
255511	550110	BUILDING MAINT & REPAIR	-	-	-	-	-	-	0.00
		*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	100,382.22	-	48,452.78	67.40
255511	555120	PHONES	4,000.00	-	4,000.00	2,489.69	-	1,510.31	62.20
255511	560255	TOOLS & SMALL EQUIPMENT	3,100.00	-	3,100.00	513.50	-	2,586.50	16.60
255511	599999	FUND EQUITY INCREASE	-	-	-	-	-	-	0.00
255511	631200	BUILDING IMPROVEMENTS	-	124,737.05	124,737.05	129,199.55	-	(4,462.50)	103.60
255511	652200	IT EQUIPMENT	24,500.00	-	24,500.00	26,831.56	-	(2,331.56)	109.50
		TOTAL EXPENSES	4,366,551.00	124,737.05	4,491,288.05	2,996,342.73	154,849.32	1,340,096.00	70.20
		TOTAL REVENUE LESS EXPENSES	-	124,737.05	124,737.05	(1,636,231.16)	154,849.32	1,606,118.89	



System Resource Library Agreement between Monarch Library System and Mead Public Library January 2027 – December 2027

This agreement is entered into by the Board of Trustees, Mead Public Library (LIBRARY) and the Board of Trustees, Monarch Library System (SYSTEM) under the authority of Wisconsin Statutes Section 43.16 and 66.0301 as amended.

WHEREAS, the Mead Public Library is legally established, lies within a participating county of, and is a member of the Monarch Library System, and

WHEREAS the Mead Public Library meets the statutory requirements to serve and to be compensated for its services as the resource library in the Monarch Library System, and

WHEREAS the Monarch Library System is organized as a federated library system to provide improved services to libraries and residents of Dodge, Ozaukee, Sheboygan, and Washington counties, and

WHEREAS the Monarch Library System reviewed Resource Library Services with its member libraries based on information collected by the shared library automation system, now.

IT IS THEREFORE AGREES, by the Mead Public Library and the Monarch Library System:

That the Mead Public Library shall serve as the Resource Library of the Monarch Library System and the provisions contained in the contract shall cover the period of January 1, 2027, through December 31, 2027.

That the Mead Public Library agrees to provide staff, space, and support to meet the library system service requirement [Wis. Stat. 43.2412Mb], as well as additional mutually agreed upon services including:

- Sharing expertise, training, and documentation of traditional library functions such as collection development and acquisitions, readers advisory, reference and information literacy, youth and adult services, and shared electronic collection such as Overdrive, RB Digital, and online courses.
- Selecting and purchasing for shared collections: acquiring a physical in-demand collection to reduce system hold times, building specialized nonfiction collections to enhance breath, and supporting a shared e-book and e-audio collection by selecting additional copies for the adult and JV e/e-audiobook collections per guidelines, providing technical support, and fiscal management.

- Testing or trialing new products or services beyond the current scope of the consortium that provides innovative solutions to member libraries. Sharing training documentation and workflows for new resources acquired by the system.
- Offering subject experts to consult with member library staff in areas such as marketing/public relations, strategic planning and board relations, human resources, financial services, technology, volunteer management, and facility security. Participating as active contributors in system-wide communications including committees, meetups or forums, and other methods.
- Reporting semi-annually on services provided to the system and an accounting of funds expended.
- Serving member libraries by remaining in the 2nd position on the holds queue (behind the In-Demand Library), while other member libraries' positions continue to be adjusted regularly.

That the Monarch Library System agrees to:

- Communicate member library needs to the resource library on an annual basis and take the lead in renewing or modifying this agreement annually in March of each year.
- Compensate Mead Public Library for collection development of popular materials to offset demand throughout the system.
- Tap into expertise at Mead and help connect member libraries with subject experts.
- Compensate Mead Public Library for selected professional and clerical services.
- Provide payment in the amount of \$100,000, and

That the Mead Public Library and the Monarch Library System will mutually exchange expertise in providing library services to member libraries, and

That the public records of the Mead Public Library and the Monarch Library System will be freely available to each other when requested, and

That the board of the Mead Public Library and the board of the Monarch Library System may jointly amend this agreement through formal resolution, and

That failure of the contracting parties to reach agreement for these services for the following year will be Wisconsin State Statute cause this agreement to automatically be extended, provided the Mead Public Library is a member of the Monarch Library System, and that both parties may ask the Division for Libraries and Community Learning to mediate the process pursuant to the aforementioned Wisconsin Statutes if an agreed upon resolution is not reached.

Compensation summary:

(System and Resource Library may mutually agree to redistribute funds from one line to another as needed)

Item/Service	2027 Compensation
In-Demand collection (books, DVDs, etc.)	\$15,000
System Advantage e-book & e-audio holds reduction account (WPLC/Overdrive)	\$75,000
Specialized collections (non-fiction & reference)	n/a effective 1/1/2026
Support staff (paying invoices, reporting, processing of materials or any specialized expertise)	\$10,000.
Special projects (RFID, technology, etc.)	n/a effective 1/1/2026
TOTAL	\$100,000

Representing Mead Public Library

Representing Monarch Library System

Board President/Date Signed

Board President/Date Signed

Library Director/Date Signed

System Director/Date Signed

Title: Community Bulletin Boards Chapter: Service Approved By: Library Board of Trustees	Document Type: Policy Document Number: 10.06 Original Effective Date: 5/5/2015 Previous Revision Date: 4/23/2020 Date of Last Revision: 11/20/2024
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Community Bulletin Board Policy

Purpose

~~The Community Bulletin Board shall be used to display notices of events co-sponsored by the Library and as a source of community information.~~

Mead Library provides space on its public bulletin board for notices, announcements, and community events. This service is extended in the spirit of community and to provide access to a wide variety of cultural, educational, and informational sources. The bulletin board is a limited public forum. Submissions are reviewed using the content criteria below, without regard to the viewpoint expressed. The posting of material does not imply Library or Library Board endorsement or consent, nor will the Library or Library Board accept responsibility for the accuracy of the statements made in such materials.

Policy

- All postings must be approved by the Library and should be submitted at the 1st-floor service desk
- Only Library staff may post notices
- Only Library staff may remove notices
- Posting dimensions must be no greater than 11" x 17"
- Duration of a posting may be limited in time as determined by Library Management or Supervisor and may be removed at their discretion based on several factors:
 - Available Space
 - The number of notices submitted from any one organization or individual
 - Relevance to the immediate community
 - Timing of the promoted event
- ~~The following content will be considered for posting~~ Community notices and information are subject to the following priorities:
 - ~~Events co-sponsored by the Library~~ Mead Public Library programs and information as well as events co-sponsored by the Library.
 - Events and programs sponsored by the City of Sheboygan or other tax-supported organizations government agencies.
 - Local events of a cultural, recreational, information, or community—

~~service nature~~ Programs of a cultural, recreational, educational or community service nature sponsored by 501(c)(3) non-profit organizations, including fundraisers that clearly benefit a 501(c)(3) non-profit organization.

- Free educational and cultural programs (such as literacy initiatives, art shows, and music events) sponsored by for-profit organizations, subject to staff approval.
- Any content submitted that falls outside of the listed priorities will be reviewed by management on a case-by-case basis.

• The following content will *not* be posted

- ~~Fundraisers~~
 - ~~Political campaign materials or anything promoting a political party or candidate~~ Materials that support or oppose any political candidate or ballot measure.
 - ~~Support or disapproval of social or religious convictions~~ Materials whose primary purpose is to promote or oppose a religious, social, or political position. Notices of events sponsored by religious, social or advocacy organizations are reviewed under the same criteria as any other event.
 - Discriminatory or harassing language based on a protected class
 - Commercial notices, solicitations, business cards, job postings, and retail advertising. (~~business cards, retail advertising, personal notices of items for sale~~)
 - Personal notices of items for sale.
 - Personal solicitations for fundraisers (ie. Walkathons, road races, etc.)
 - Legal notices
 - Content that is obscene, defamatory, or otherwise unlawful.
- Items will be posted or made available on an equitable basis, subject to available space, regardless of the beliefs or affiliations of the individuals or groups represented.
- Staff will follow this policy when making decisions about placement of materials.
- The Library assumes no responsibility for the return, preservation, protection, or possible damage to or theft of any item presented for posting or posted on the Community Bulletin Boards.

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

Submitted by Cheryl Nessman & Aleah Hill

October, 2026

Staffing:

- We will begin interviewing Library Assistant – Security candidates the week of Oct. 18th.
- The Youth Services Manager position has been posted with an anticipated start date of Jan. 2027.
- Staff attended the Fall-Inservice on Sept. 25th which included fire & emergency response training, a guest speaker who discussed time and space management, and a tour of the Warming Center.
- Adult Services staff will be touring the Job Center on November 6th.
- Kelly Rohde has been accepted into the Yiddish Book Center's 2027 "*Between Two Worlds: Exploring Jewish Culture and Religion through Yiddish Literature*" Public Libraries Program. The program partners with public libraries nationwide to help librarians introduce Yiddish literature and culture to their communities and foster interfaith and intercultural dialogue. Kelly will join a cohort of librarians for a fully funded workshop in Amherst, MA. The workshop includes sessions with leading scholars, explorations of the Center's collections, and planning for local reading groups and programming.

Circulation and Patron Services

- Construction on the 3rd-floor [Sensory Room](#) and 2nd-floor study rooms has begun is set to wrap up on Nov. 15th. The sensory room will have a soft opening in 2026 with a grand opening planned for the beginning of 2027.
- Holds Locker usage continues to outpace available locker space. From 9/18/26 to 10/12/26, there was an average of 22 patrons/day whose holds were not placed in the holds lockers because the lockers were full. We place those holds in a locker as soon as one opens up, but often the patrons have to come inside to get them or call to have staff run them out to them.

Programming/Exhibits/Outreach Highlights:

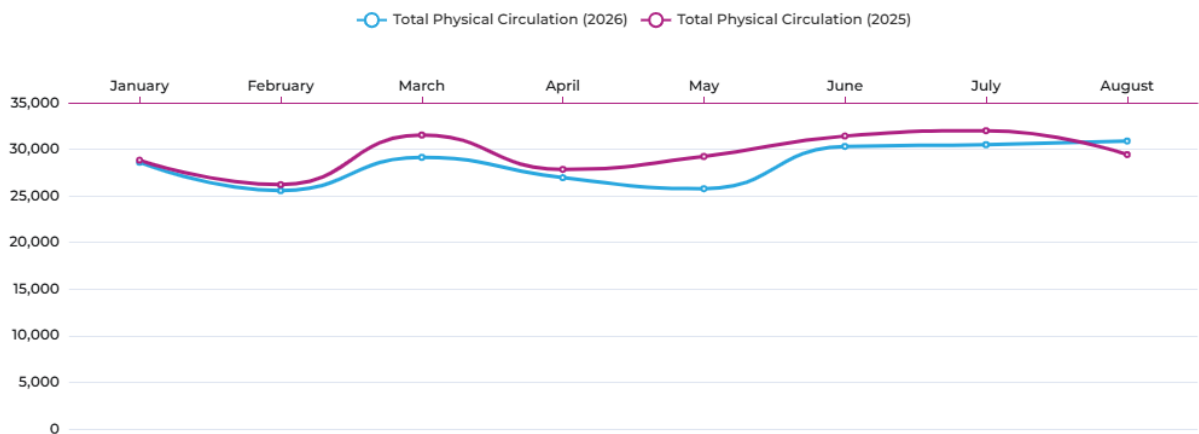
- Upcoming fall programs:
 - We will be celebrating the Imaginarium's 10th Anniversary on Oct. 27th from 3-7pm. Come join us for crafts, STEM activities, tours, a pumpkin competition, and a visit from Mayor Sorensen!
 - Oct. 23: Kids on Canvas: young painters can learn to create beautiful art.
 - Oct. 23: Scary Stories Night at Paradigm (all ages)

- Oct. 26: A Court of Thorns and Roses Midnight Release Party at Wordhaven Bookhouse.
- Oct. 26: Halloween GloSlow Party (sensory-friendly) and GloParty will kick-off family Halloween celebrations.
- Nov. 6: Hunger Games: Sunrise on the Reaping Party (teens)
- Nov. 7: 2nd annual Sheboygan Zine Fest!
- Nov. 10: WI Academy Talk – The Edmund Fitzgerald and the Meaning of Home in the Great Lakes with Dr. Steve Ackerman
- Nov. 14: Ballet Storytime: Milwaukee Ballet dancers will explore The Nutcracker through story, song & dance.

Collections:

- New Jan-Aug 2026 stats pulled from LibraryIQ:

Physical Circulation



(Books, AV, Kits, etc.)

eMaterial Circulation

Data View

Total eAudiobook Circulation	36492
Total eBook Circulation	27431
Total eMagazine Circulation	10828
Total eMusic Circulation	285
Total eVideo Circulation	5511

(Hoopla, Kanopy, Libby)