



**TWO
RIVERS**
WISCONSIN

LIBRARY BOARD MEETING

Tuesday, May 10, 2022 at 6:00 PM

Webster Room - Lester Public Library 1001
Adams Street, Two Rivers, WI 54241

AGENDA

1. CALL TO ORDER

2. ROLL CALL

Board Members: Kathryn Gadd, Stanley Palmer, David Pennefeather, Sharon Sleger, Thomas Van Horn,
Ned Guyette, Kirsten Sleger

3. INTRODUCTION OF NEW BOARD MEMBERS

4. PUBLIC COMMENT

5. APPROVAL OF BOARD MEETING MINUTES

Last Meeting Date: April 12, 2022

6. RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS

Date: April 2022

7. BOARD MEMBER COMMENT

8. DIRECTOR'S REPORT

9. COMMUNICATIONS

- A. Library eLinks – Library's Monthly Online Newsletter
- B. Seehafer Article
- C. Certificate of Commendation Honoring Lester Public Library, from the Office of the Governor
- D. Library Board Calendar 2022/2023

10. REPORT FROM CITY COUNCIL REPRESENTATIVE

11. REPORT FROM SCHOOL DISTRICT REPRESENTATIVE

12. REPORT FROM COUNTY REPRESENTATIVE

13. UNFINISHED BUSINESS

- A. COVID-19 Update

14. NEW BUSINESS

- A. Director's Annual Goals – Action Item
- B. Appoint Library Board Representative to the LPL Foundation Board – Action Item
- C. Approve Replacing the Front Doors – Action Item
- D. Resolution of Gratitude for Rick Henrickson – Action Item
- E. Resolution of Gratitude for Larry Thomas – Action Item

15. BOARD EDUCATION

A. Summer Reading Preview – Terry Ehle, Youth Services Coordinator

16. CLOSED EXECUTIVE SESSION

The Library Board of Trustees reserves the right to enter into Closed Session, per Wisconsin Statutes s.19.85(1)(c) which allows closed sessions when the employment, promotion, compensation, or performance evaluation data of any public employee under the jurisdiction of the particular government body is being considered. None required

17. ADJOURNMENT

Please note, upon reasonable notice, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Office of the City Manager by calling 793-5532.

It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.



MINUTES

1. **CALL TO ORDER** – President Thomas called the meeting to order at 6:00 PM.
2. **ROLL CALL**
Board Members Present: Kathryn Gadd, Stanley Palmer, David Pennefeather, Sharon Sleger, Larry Thomas, Ned Guyette, and Kirstin Sleger, Thomas Van Horn, and Rick Henrickson
Also present: Terry Ehle, Youth Services Coordinator; Chris Hamburg, Adult Services Coordinator; and Jeff Dawson, Director. Guests from the Two Rivers School District Staff: Diane Johnson, District Administrator and Mary Kay Slattery, Finance Director. Guests from the Two Rivers School District Board of Education: Jaimie Salta, President; Randy Williams, Commissioner; and Tim Klinkner, Commissioner. Members of the public in attendance: Tracey Koach, PJ Stephens, Doug Wolf, and Travis Van Lanen.
3. **PUBLIC COMMENT** - None
4. **APPROVAL OF BOARD MEETING MINUTES**
Motion to approve the minutes from the March 8, 2022 meeting made by Guyette, second made by Palmer. Voice vote carried unanimously.
5. **RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS**
Motion to receive and file the expenditure and financial reports from March, 2022, made by Pennefeather, second made by Sharon Sleger. Voice vote carried unanimously.
6. **INVITED GUEST – DIANE JOHNSON, TWO RIVERS SCHOOL DISTRICT ADMINISTRATOR**
Two Rivers School District representatives made a presentation to the Library Board about the district, a Facility Study that has been conducted for the district and the options that are being presented to the district families for consideration. The Two Rivers School District Growing Together Presentation shares information about the district, the Facility Study and other district news.
7. **BOARD MEMBER COMMENT**
President Thomas thanked Rick Henrickson for his years of service to the Library Board of Trustees.
8. **DIRECTOR'S REPORT**
Dawson presented the report and fielded questions about his report.
9. **COMMUNICATIONS**
 - A. Library eLinks – March edition of the monthly online newsletter
 - B. Seehafer Article
10. **REPORT FROM CITY COUNCIL REPRESENTATIVE**
Congratulated the City Council election candidates that will be sworn in April 19. Funding for the Central Park West 365 Project has reached 70%. 20th Street stormwater pond is close to completion.

11. REPORT FROM SCHOOL DISTRICT REPRESENTATIVE

School District Art Show will be set up in the library at the end of April. Summer school sign up will be at the end of April. Kirsten Slegler announced her upcoming retirement from the School District, her last meeting for the Library Board will be the June meeting.

12. REPORT FROM COUNTY REPRESENTATIVE

This is Rick Henrickson's last meeting after serving 19 years on the Lester Public Library Board of Trustees as the Manitowoc County Board representative. He is proud that he served the Board well, spoke highly of the staff and Library Board and the important role the library maintains in Two Rivers. He implored us all to keep up the good work.

13. UNFINISHED BUSINESS

A. COVID-19 Update

14. NEW BUSINESS

A. Motion to approve the Library Board Bylaw update with added changes made by Henrickson, second made by Palmer. Voice vote carried unanimously

B. Motion to approve the slate of officers, Stanley Palmer as President and David Pennefeather as Vice President made by Henrickson, second made by Guyette. Roll call vote was taken: Van Horn – aye; Palmer – aye; Guyette – aye; Thomas – aye; Gadd – aye; Kirsten Slegler – aye; Sharon Slegler – aye; Pennefeather – aye; and Henrickson – aye, motion carried unanimously.

C. The Board reviewed the progress of the 5-year strategic plan in its final year.

15. BOARD EDUCATION - None

16. CLOSED EXECUTIVE SESSION - None

17. ADJOURNMENT

Motion to adjourn made by Kirsten Slegler, second made by Henrickson. Voice vote carried with one nay vote from Van Horn. Meeting adjourned at 7:35 PM.

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CITY OF TWO RIVERS

Balance Sheet

April 30, 2022

LIBRARY FUND 280

ASSETS

280-11100	CASH	604,826.69	
280-11800	PETTY CASH ADVANCES	450.00	
280-13800	OTHER ACCOUNTS RECEIVABLE	.00	
280-14400	DUE FROM OTHER FUNDS	.00	
280-15800	DUE FROM TAX FUND	.00	
280-16200	PREPAID TELEPHONE CHARGES	.00	
Total Assets			605,276.69

LIABILITIES AND EQUITY

LIABILITIES

280-21100	ACCOUNTS PAYABLE	.00	
280-21110	PAYROLL PAYABLE	.00	
280-21520	DUE WI RETIREMENT FUND	.00	
280-21530	HEALTH INS DDCTNS PAYBLE	.00	
280-21531	LIFE INSURANCE DED PAYABL	.00	
280-21532	DENTAL INSURANCE PAYABLE	.00	
280-21540	CHARITABLE CONT PAYABLE	.00	
280-21541	LIBRARY DEDUCTION PAYABLE	.00	
280-21550	UNION DUES DDCTNS PAYABLE	.00	
280-21560	SECTION 125 PAYABLE	.00	
280-21561	CREDIT UNION DDCTNS PAYAB	.00	
280-21570	ICMA ANNUITY PAYABLE	.00	
280-21581	GARNISHMENT OF WAGES-TAX	.00	
280-21590	OTHER DEDUCTIONS PAYABLE	.00	
280-21810	UNUSED VACATION CREDITS	.00	
280-21910	UNUSED SICK LEAVE CREDITS	1,887.26	
280-21911	UNUSED COMP TIME	.00	
280-23101	LIBRARY DONATIONS	.00	
280-23105	OTHER DEPOSITS	33.33	
280-25200	DUE TO OTHER FUNDS	.00	
280-26100	DEFERRED TAX RLL CLLCTNS	.00	
280-26910	DESIGNATED FR SUBSEQ YEAR	.00	
280-29410	SALES TAX COLLCTN PYBLE	67.33	
Total Liabilities			1,987.92

FUND EQUITY

Unappropriated Fund Balance:			
280-34100	FUND BALANCE UNRESERVED	7,681.13	
280-34110	ENCUMBRANCE-PRIOR YEARS	.00	
Revenue over Expenditures - YTD		595,607.64	
Total Fund Equity			603,288.77
Total Liabilities and Equity			605,276.69

CITY OF TWO RIVERS

BALANCE SHEET

APRIL 30, 2022

LIBRARY GIFT FUND 282

ASSETS

282-11100	CASH	(6,102.86)	
282-11301	SAVINGS ACCOUNT - BFN		.00	
282-11302	GENERAL FUND INVESTMENT		114,127.00	
282-13800	OTHER ACCOUNTS RECEIVABLE		.00	
				<hr/>
TOTAL ASSETS				108,024.14

LIABILITIES AND EQUITY

LIABILITIES

282-21100	ACCOUNTS PAYABLE		.00	
				<hr/>
TOTAL LIABILITIES				.00

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
282-34100	FUND BALANCE UNRESERVED	116,342.48		
282-34110	ENCUMBRANCE-PRIOR YEARS	.00		
REVENUE OVER EXPENDITURES - YTD		(8,318.34)	
				<hr/>
TOTAL FUND EQUITY				108,024.14
				<hr/>
TOTAL LIABILITIES AND EQUITY				108,024.14

CITY OF TWO RIVERS

BALANCE SHEET

APRIL 30, 2022

LIBRARY BLDING & GROUNDS FUND 456

ASSETS

456-11100	CASH	24,093.15	
456-11301	INVESTMENTS	.00	
456-13800	OTHER ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		24,093.15

LIABILITIES AND EQUITY

LIABILITIES

456-21100	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
456-34100	FUND BALANCE UNRESERVED	36,279.06	
456-34110	ENCUMBRANCE-PRIOR YEARS	.00	
	REVENUE OVER EXPENDITURES - YTD	(12,185.91)	
	TOTAL FUND EQUITY		24,093.15
	TOTAL LIABILITIES AND EQUITY		24,093.15

CITY OF TWO RIVERS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2022

LIBRARY FUND DETAIL

	PERIOD ACT	BUDGET	YTD ACTUAL	OV(UN)BUD	% OF BDGT	PR YTD ACT
<u>TAXES</u>						
280-41110 GENERAL PROPERTY TAX	0	631,287	631,287	0	100.00	607,007
TOTAL TAXES	0	631,287	631,287	0	100.00	607,007
<u>INTERGOVERNMENTAL REVENUE</u>						
280-43519 COVID ROUTES TO RECOVERY	0	0	0	0	.00	0
280-43720 COUNTY FUNDS	22	171,579	171,601	22	100.01	172,339
TOTAL INTERGOVERNMENTAL REVE	22	171,579	171,601	22	100.01	172,339
<u>FINES & FORFEITURES</u>						
280-45300 LIBRARY BOOK FINES	216	2,000	830	(1,170)	41.49	632
TOTAL FINES & FORFEITURES	216	2,000	830	(1,170)	41.49	632
<u>CHARGES FOR SERVICE</u>						
280-46712 COPIER SERVICE FEES	396	6,500	1,731	(4,769)	26.63	263
TOTAL CHARGES FOR SERVICE	396	6,500	1,731	(4,769)	26.63	263
<u>MISCELLANEOUS REVENUE</u>						
280-48300 SALE OF PROP & EQUIP	491	2,500	811	(1,689)	32.43	89
280-48500 DONATIONS	15,000	48,845	15,000	(33,845)	30.71	0
280-48900 OTHER REVENUES	15	2,000	780	(1,220)	38.99	323
TOTAL MISCELLANEOUS REVENUE	15,506	53,345	16,591	(36,754)	31.10	412
<u>OTHER FINANCING SOURCES</u>						
280-49223 TRANS FROM OTHER FUNDS	0	0	0	0	.00	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0	.00	0
TOTAL FUND REVENUE	16,140	864,711	822,040	(42,671)	95.07	780,653

CITY OF TWO RIVERS
2022 MONTHLY GENERAL FUND REPORT
APRIL 30, 2022 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD ACTUAL	2022 BUDGET	2022 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<u>LESTER LIBRARY</u>						
LIBRARY ADMINISTRATION						
<u>PERSONNEL SERVICES</u>						
280-55110-1100 FULLTIME ADMINISTRATION	20,301	263,910	76,699	(187,211)	29.06	82,340
280-55110-1220 WAGES - FULLTIME	2,642	34,341	9,989	(24,352)	29.09	10,986
280-55110-1270 WAGES - PART TIME	9,953	129,272	37,063	(92,209)	28.67	35,759
280-55110-1280 WAGES-LONGEVITY PAY	0	6,427	0	(6,427)	.00	0
280-55110-1290 WAGES-OVERTIME	0	495	0	(495)	.00	185
280-55110-1310 WI RETIREMENT	1,704	22,962	6,549	(16,413)	28.52	7,275
280-55110-1320 FICA	2,447	33,618	9,331	(24,287)	27.76	9,557
280-55110-1330 HEALTH INSURANCE	4,585	55,020	18,340	(36,680)	33.33	20,412
280-55110-1333 HEALTH SAVINGS ACCT EXPENSE	0	0	0	0	.00	0
280-55110-1334 HEALTH INSURANCE OPT-OUT	769	10,000	3,077	(6,923)	30.77	2,462
280-55110-1340 LIFE INSURANCE	109	1,337	436	(901)	32.61	381
280-55110-1350 OTHER BENEFITS	0	0	0	0	.00	0
280-55110-1361 SICK LEAVE PAYOUT	0	0	1,650	1,650	.00	311
TOTAL PERSONNEL SERVICES	42,510	557,382	163,134	(394,248)	29.27	169,667
<u>CONTRACTUAL SERVICES</u>						
280-55110-2100 PROF SERV - CITY SERVICES	629	47,484	4,775	(42,709)	10.06	15,148
280-55110-2130 PROFESSIONAL SERVICES	577	6,000	1,555	(4,445)	25.92	1,217
280-55110-2200 TELEPHONE EXPENSE	0	1,200	290	(910)	24.13	411
280-55110-2210 ELECTRICITY	1,892	22,000	6,300	(15,700)	28.64	4,963
280-55110-2220 NATURAL GAS/HEAT	1,214	8,500	7,095	(1,405)	83.47	2,736
280-55110-2230 WATER EXPENSE	161	2,000	633	(1,367)	31.66	589
280-55110-2240 SEWER EXPENSE	54	750	200	(550)	26.67	138
280-55110-2250 STORMWATER EXPENSE	80	960	320	(640)	33.30	320
280-55110-2410 MAINTENANCE EQUIPMENT/VEH	699	24,993	1,855	(23,138)	7.42	16,448
280-55110-2450 EQUIPMENT NEW	0	10,800	0	(10,800)	.00	968
280-55110-2910 PRINTING/ADVERTISING	0	1,500	489	(1,011)	32.57	1,163
280-55110-2930 TECHNOLOGY	3,224	21,000	3,316	(17,684)	15.79	11,057
280-55110-2950 DEBT ISSUANCE COSTS/PAYMENTS	1,076	12,908	3,227	(9,681)	25.00	4,303
TOTAL CONTRACTUAL SERVICES	9,606	160,095	30,054	(130,041)	18.77	59,458
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55110-3100 OFFICE SUPPLIES	216	5,000	1,037	(3,963)	20.73	229
280-55110-3110 POSTAGE	25	450	119	(331)	26.34	80
280-55110-3300 TRAVEL	0	2,284	494	(1,790)	21.65	250
280-55110-3560 LANDSCAPING	0	14,500	0	(14,500)	.00	1,266
280-55110-3960 TECH PROC SUPPLIES	0	0	0	0	.00	885
TOTAL OP SUPPLIES/EXP	240	22,234	1,650	(20,584)	7.42	2,709

CITY OF TWO RIVERS
2022 MONTHLY GENERAL FUND REPORT
APRIL 30, 2022 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD ACTUAL	2022 BUDGET	2022 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<u>FIXED CHARGES</u>						
280-55110-5200 INSURANCES	0	13,400	3,547	(9,853)	26.47	4,286
280-55110-5950 TRANSFER TO CAP PROJ FND	0	1,080	1,440	360	133.33	1,080
TOTAL FIXED CHARGES	0	14,480	4,987	(9,493)	34.44	5,366
TOTAL LIBRARY ADMINISTRATION	52,357	754,191	199,825	(554,366)	26.50	237,200
ADULT SERVICES						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55111-3230 PERIODICALS	183	4,600	1,514	(3,086)	32.92	1,608
280-55111-3400 NON-FICTION BOOKS	1,474	17,000	3,854	(13,146)	22.67	2,254
280-55111-3420 FICTION BOOKS	1,198	17,000	3,914	(13,086)	23.02	4,611
280-55111-3430 LARGE PRINT BOOKS	1,292	12,000	3,423	(8,577)	28.53	3,585
280-55111-3450 MOVIES	538	4,500	1,370	(3,130)	30.43	1,128
280-55111-3470 AUDIOBOOKS	140	4,400	787	(3,613)	17.88	677
280-55111-3480 MUSIC CD'S	0	500	0	(500)	.00	23
280-55111-3510 PROGRAMS	0	3,000	0	(3,000)	.00	0
TOTAL OP SUPPLIES/EXP	4,826	63,000	14,862	(48,138)	23.59	13,885
TOTAL ADULT SERVICES	4,826	63,000	14,862	(48,138)	23.59	13,885

CITY OF TWO RIVERS
2022 MONTHLY GENERAL FUND REPORT
APRIL 30, 2022 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD ACTUAL	2022 BUDGET	2022 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
CHILDREN'S SERVICES						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55112-3230 PERIODICALS	0	540	287	(253)	53.11	258
280-55112-3400 NON-FICTION BOOKS	373	7,000	1,899	(5,101)	27.13	2,190
280-55112-3420 FICTION BOOKS	704	3,800	1,650	(2,150)	43.43	1,791
280-55112-3440 PAPERBACKS	43	1,600	162	(1,438)	10.10	187
280-55112-3450 MOVIES	20	2,500	180	(2,320)	7.19	108
280-55112-3470 AUDIOBOOKS	10	1,700	10	(1,691)	.56	0
280-55112-3510 PROGRAMS	1,491	11,980	3,731	(8,249)	31.14	3,099
280-55112-3530 JE BOOKS	819	6,000	2,058	(3,942)	34.30	1,338
TOTAL OP SUPPLIES/EXP	3,460	35,120	9,976	(25,144)	28.40	8,971
TOTAL CHILDREN'S SERVICES						
	3,460	35,120	9,976	(25,144)	28.40	8,971
REFERENCE						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55114-3400 NON-FICTION BOOKS	0	1,800	428	(1,372)	23.78	1,736
280-55114-3490 MICROFILM	0	4,100	75	(4,025)	1.83	0
TOTAL OP SUPPLIES/EXP	0	5,900	503	(5,397)	8.52	1,736
TOTAL REFERENCE						
	0	5,900	503	(5,397)	8.52	1,736

CITY OF TWO RIVERS
2022 MONTHLY GENERAL FUND REPORT
APRIL 30, 2022 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD ACTUAL	2022 BUDGET	2022 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
YOUNG ADULT SERVICES						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55115-3230 PERIODICALS	0	200	24	(176)	12.00	53
280-55115-3420 FICTION BOOKS	543	5,300	1,201	(4,099)	22.66	2,472
280-55115-3470 AUDIOBOOKS	0	1,000	42	(958)	4.17	0
280-55115-3510 PROGRAMS	0	0	0	0	.00	0
TOTAL OP SUPPLIES/EXP	543	6,500	1,267	(5,233)	19.49	2,525
TOTAL YOUNG ADULT SERVICES	543	6,500	1,267	(5,233)	19.49	2,525
TOTAL LESTER LIBRARY EXP	61,185	864,711	226,432	(638,279)	26.19	264,317
NET REV OVER EXP	(45,045)	0	595,608	595,608	.00	516,336

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-11100 CASH					
		03/31/2022 (03/22) Balance	.00 *	.00 *	649,831.04
04/30/2022 CA		Cash Allocation - Created: 04/07/22 8:55 AM	97.70		
04/30/2022 CA		Cash Allocation - Created: 04/12/22 8:46 AM		-21,265.22	
04/30/2022 CA		Cash Allocation - Created: 04/13/22 1:39 PM	15,200.35		
04/30/2022 CA		Cash Allocation - Created: 04/19/22 2:21 PM		-2,373.60	
04/30/2022 CA		Cash Allocation - Created: 04/28/22 3:11 PM		-36,638.82	
04/30/2022 CA		Cash Allocation - Created: 05/02/22 2:35 PM		-24.76	
		04/30/2022 (04/22) Period Totals and Balance	15,298.05 *	-60,302.40 *	604,826.69
280-11800 PETTY CASH ADVANCES					
		03/31/2022 (03/22) Balance	.00 *	.00 *	450.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	450.00
280-21910 UNUSED SICK LEAVE CREDITS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	1,887.26-
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	1,887.26-
280-23105 OTHER DEPOSITS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	33.33-
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	33.33-
280-29410 SALES TAX COLLECTN PYBLE					
		03/31/2022 (03/22) Balance	.00 *	.00 *	26.73-
03/31/2022 AP		Wisc Dept Of Revenue-DEBITMEMO	26.73		
		**Desc: March 2022 Sales Tax			
04/04/2022 CR		LIBRARY - SALES TAX		-4.65	
		Description: LIBRARY - SALES TAX			
04/11/2022 CR		LIBRARY - SALES TAX		-9.54	
		Description: LIBRARY - SALES TAX			
04/18/2022 CR		LIBRARY - SALES TAX		-6.97	
		Description: LIBRARY - SALES TAX			
04/25/2022 CR		LIBRARY - SALES TAX		-46.17	
		Description: LIBRARY - SALES TAX			
		04/30/2022 (04/22) Period Totals and Balance	26.73 *	-67.33 *	67.33-
280-34100 FUND BALANCE UNRESERVED					
		03/31/2022 (03/22) Balance	.00 *	.00 *	7,681.13-
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	7,681.13-
280-41110 GENERAL PROPERTY TAX					
		03/31/2022 (03/22) Balance	.00 *	.00 *	631,287.00-
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	631,287.00-
YTD Encumbrance	.00	YTD Actual	631,287.00- Total	631,287.00- YTD Budget	631,287.00- Unearned .00
280-43720 COUNTY FUNDS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	171,579.00-
04/25/2022 CR		LIBRARY - COUNTY FUNDS		-22.00	
		Description: LIBRARY - COUNTY FUNDS			
		04/30/2022 (04/22) Period Totals and Balance	.00 *	-22.00 *	171,601.00-
YTD Encumbrance	.00	YTD Actual	171,601.00- Total	171,601.00- YTD Budget	171,579.00- Unearned 22.00-
280-45300 LIBRARY BOOK FINES					

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance	
		03/31/2022 (03/22) Balance	.00 *	.00 *	613.50-	
04/18/2022	CR	LIBRARY - LIBRARY BOOK FINES		-37.19		
		Description: LIBRARY - LIBRARY BOOK FINES				
04/25/2022	CR	LIBRARY - LIBRARY BOOK FINES		-179.20		
		Description: LIBRARY - LIBRARY BOOK FINES				
		04/30/2022 (04/22) Period Totals and Balance	.00 *	-216.39 *	829.89-	
YTD Encumbrance	.00	YTD Actual	829.89- Total	829.89- YTD Budget	2,000.00- Unearned	1,170.11

280-46712 COPIER SERVICE FEES

	03/31/2022 (03/22) Balance	.00 *	.00 *	1,335.60-
04/04/2022 CR	LIBRARY - LIBRARY SERVICE FEE		-84.95	
	Description: LIBRARY - LIBRARY SERVICE FEE			
04/11/2022 CR	LIBRARY - LIBRARY SERVICE FEE		-169.86	
	Description: LIBRARY - LIBRARY SERVICE FEE			
04/18/2022 CR	LIBRARY - LIBRARY SERVICE FEE		-103.29	
	Description: LIBRARY - LIBRARY SERVICE FEE			
04/25/2022 CR	LIBRARY - LIBRARY SERVICE FEE		-37.52	
	Description: LIBRARY - LIBRARY SERVICE FEE			
	04/30/2022 (04/22) Period Totals and Balance	.00 *	-395.62 *	1,731.22-
YTD Encumbrance	.00 YTD Actual	1,731.22- Total	1,731.22- YTD Budget	6,500.00- Unearned
				4,768.78

280-48200 RENT-CITY PROPERTY

		03/31/2022 (03/22) Balance		.00 *		.00 *		.00	
		04/30/2022 (04/22) Period Totals and Balance		.00 *		.00 *		.00	
YTD Encumbrance	.00	YTD Actual	.00	Total	.00	YTD Budget	.00	Unearned	.00

280-48300 SALE OF PROP & EQUIP

	03/31/2022 (03/22) Balance	.00 *	.00 *	319.68-	
04/04/2022 CR	LIBRARY - SALE-CITY PROPERTY		-8.10		
	Description: LIBRARY - SALE-CITY PROPERTY				
04/11/2022 CR	LIBRARY - SALE-CITY PROPERTY		-20.95		
	Description: LIBRARY - SALE-CITY PROPERTY				
04/18/2022 CR	LIBRARY - SALE-CITY PROPERTY		-36.19		
	Description: LIBRARY - SALE-CITY PROPERTY				
04/25/2022 AP	Lester Public Library Foundation	459.80			
	**Desc: Half of Spring Book Sale 2022				
04/25/2022 CR	LIBRARY - SALE-CITY PROPERTY		-885.71		
	Description: LIBRARY - SALE-CITY PROPERTY				
	04/30/2022 (04/22) Period Totals and Balance	459.80 *	-950.95 *	810.83-	
YTD Encumbrance	.00 YTD Actual	810.83- Total	810.83- YTD Budget	2,500.00- Unearned	1,689.17

280-48400 REFUND FOR PRIOR YEARS

	03/31/2022 (03/22) Balance		.00 *		.00 *	.00			
	04/30/2022 (04/22) Period Totals and Balance		.00 *		.00 *	.00			
YTD Encumbrance	.00	YTD Actual	.00	Total	.00	YTD Budget	.00	Unearned	.00

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-48500 DONATIONS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
04/11/2022 CR		LIBRARY - DONATIONS-GENERAL		-15,000.00	
		Description: LIBRARY - DONATIONS-GENERAL			
		04/30/2022 (04/22) Period Totals and Balance	.00 *	-15,000.00 *	15,000.00-
YTD Encumbrance	.00	YTD Actual 15,000.00- Total	15,000.00- YTD Budget	48,845.00- Unearned	33,845.00
280-48900 OTHER REVENUES					
		03/31/2022 (03/22) Balance	.00 *	.00 *	764.88-
04/18/2022 CR		LIBRARY - LIBRARY-MISCELLANEOUS		-15.00	
		Description: LIBRARY - LIBRARY-MISCELLANEOUS			
		04/30/2022 (04/22) Period Totals and Balance	.00 *	-15.00 *	779.88-
YTD Encumbrance	.00	YTD Actual 779.88- Total	779.88- YTD Budget	2,000.00- Unearned	1,220.12
280-49110 PROCEEDS FROM DEBT					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00 YTD Budget	.00 Unearned	.00
280-55110-1100 FULLTIME ADMINISTRATION					
		03/31/2022 (03/22) Balance	.00 *	.00 *	56,398.40
04/08/2022 PC		PAYROLL TRANS FOR 4/2/2022 PAY PERIOD	10,150.40		
04/22/2022 PC		PAYROLL TRANS FOR 4/16/2022 PAY PERIOD	10,150.40		
		04/30/2022 (04/22) Period Totals and Balance	20,300.80 *	.00 *	76,699.20
YTD Encumbrance	.00	YTD Actual 76,699.20 Total	76,699.20 YTD Budget	263,910.00 Unexpended	187,210.80
280-55110-1110 SALARIES-OTHER(FD&PD)					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00 YTD Budget	.00 Unexpended	.00
280-55110-1220 WAGES - FULLTIME					
		03/31/2022 (03/22) Balance	.00 *	.00 *	7,347.77
04/08/2022 PC		PAYROLL TRANS FOR 4/2/2022 PAY PERIOD	1,320.80		
04/22/2022 PC		PAYROLL TRANS FOR 4/16/2022 PAY PERIOD	1,320.80		
		04/30/2022 (04/22) Period Totals and Balance	2,641.60 *	.00 *	9,989.37
YTD Encumbrance	.00	YTD Actual 9,989.37 Total	9,989.37 YTD Budget	34,341.00 Unexpended	24,351.63
280-55110-1230 WAGES - PART TIME					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00 YTD Budget	.00 Unexpended	.00

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55110-1270 WAGES - PART TIME					
		03/31/2022 (03/22) Balance	.00 *	.00 *	27,110.09
04/08/2022 PC		PAYROLL TRANS FOR 4/2/2022 PAY PERIOD	4,938.73		
04/22/2022 PC		PAYROLL TRANS FOR 4/16/2022 PAY PERIOD	5,014.59		
		04/30/2022 (04/22) Period Totals and Balance	9,953.32 *	.00 *	37,063.41
YTD Encumbrance	.00	YTD Actual 37,063.41 Total	37,063.41	YTD Budget 129,272.00	Unexpended 92,208.59
280-55110-1280 WAGES-LONGEVITY PAY					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget 6,427.00	Unexpended 6,427.00
280-55110-1310 WI RETIREMENT					
		03/31/2022 (03/22) Balance	.00 *	.00 *	4,844.42
04/08/2022 PB		PAYROLL TRANS FOR 4/2/2022 PAY PERIOD	850.57		
04/22/2022 PB		PAYROLL TRANS FOR 4/16/2022 PAY PERIOD	853.59		
		04/30/2022 (04/22) Period Totals and Balance	1,704.16 *	.00 *	6,548.58
YTD Encumbrance	.00	YTD Actual 6,548.58 Total	6,548.58	YTD Budget 22,962.00	Unexpended 16,413.42
280-55110-1320 FICA					
		03/31/2022 (03/22) Balance	.00 *	.00 *	6,883.90
04/08/2022 PB		PAYROLL TRANS FOR 4/2/2022 PAY PERIOD	1,218.62		
04/22/2022 PB		PAYROLL TRANS FOR 4/16/2022 PAY PERIOD	1,228.34		
		04/30/2022 (04/22) Period Totals and Balance	2,446.96 *	.00 *	9,330.86
YTD Encumbrance	.00	YTD Actual 9,330.86 Total	9,330.86	YTD Budget 33,618.00	Unexpended 24,287.14
280-55110-1330 HEALTH INSURANCE					
		03/31/2022 (03/22) Balance	.00 *	.00 *	13,754.88
04/08/2022 PB		PAYROLL TRANS FOR 4/2/2022 PAY PERIOD	2,292.48		
04/22/2022 PB		PAYROLL TRANS FOR 4/16/2022 PAY PERIOD	2,292.48		
		04/30/2022 (04/22) Period Totals and Balance	4,584.96 *	.00 *	18,339.84
YTD Encumbrance	.00	YTD Actual 18,339.84 Total	18,339.84	YTD Budget 55,020.00	Unexpended 36,680.16
280-55110-1331 HEALTH INSURANCE DEDUCTBL					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00	Unexpended .00
280-55110-1334 HEALTH INSURANCE OPT-OUT					
		03/31/2022 (03/22) Balance	.00 *	.00 *	2,307.72
04/08/2022 PC		PAYROLL TRANS FOR 4/2/2022 PAY PERIOD	384.62		
04/22/2022 PC		PAYROLL TRANS FOR 4/16/2022 PAY PERIOD	384.62		
		04/30/2022 (04/22) Period Totals and Balance	769.24 *	.00 *	3,076.96
YTD Encumbrance	.00	YTD Actual 3,076.96 Total	3,076.96	YTD Budget 10,000.00	Unexpended 6,923.04

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55110-1340 LIFE INSURANCE					
		03/31/2022 (03/22) Balance	.00 *	.00 *	327.00
04/08/2022	PB	PAYROLL TRANS FOR 4/2/2022 PAY PERIOD	109.00		
		04/30/2022 (04/22) Period Totals and Balance	109.00 *	.00 *	436.00
YTD Encumbrance	.00	YTD Actual 436.00 Total	436.00	YTD Budget 1,337.00 Unexpended	901.00
280-55110-1350 OTHER BENEFITS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
280-55110-1361 SICK LEAVE PAYOUT					
		03/31/2022 (03/22) Balance	.00 *	.00 *	1,649.70
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	1,649.70
YTD Encumbrance	.00	YTD Actual 1,649.70 Total	1,649.70	YTD Budget .00 Unexpended	1,649.70-
280-55110-2100 PROF SERV - CITY SERVICES					
		03/31/2022 (03/22) Balance	.00 *	.00 *	4,146.11
04/15/2022	AP	Municipal Elec Utilities of WI	629.13		
		**Desc: Regional Safety Program - Q2 2022 Fees			
		04/30/2022 (04/22) Period Totals and Balance	629.13 *	.00 *	4,775.24
YTD Encumbrance	.00	YTD Actual 4,775.24 Total	4,775.24	YTD Budget 47,484.00 Unexpended	42,708.76
280-55110-2130 PROFESSIONAL SERVICES					
		03/31/2022 (03/22) Balance	.00 *	.00 *	978.09
03/31/2022	AP	Marco Technologies LLC	271.34		
		**Desc: Services - Library			
04/03/2022	AP	Unique	35.80		
		**Desc: Placements - Mar 2022			
04/05/2022	AP	US Alliance Fire Protection Inc.	225.00		
		**Desc: Quarterly Fire Inspection - Lib			
04/22/2022	AP	4 K's Pest Control LLC	45.00		
		**Desc: Pest control - Library			
		04/30/2022 (04/22) Period Totals and Balance	577.14 *	.00 *	1,555.23
YTD Encumbrance	.00	YTD Actual 1,555.23 Total	1,555.23	YTD Budget 6,000.00 Unexpended	4,444.77
280-55110-2140 BLDG MAINT CONTRACTS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
280-55110-2200 TELEPHONE EXPENSE					
		03/31/2022 (03/22) Balance	.00 *	.00 *	289.59
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	289.59
YTD Encumbrance	.00	YTD Actual 289.59 Total	289.59	YTD Budget 1,200.00 Unexpended	910.41

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55110-2210 ELECTRICITY					
		03/31/2022 (03/22) Balance	.00 *	.00 *	4,408.00
04/15/2022 HJ		Harris Journal Entry	1,891.94		
		04/30/2022 (04/22) Period Totals and Balance	1,891.94 *	.00 *	6,299.94
YTD Encumbrance	.00	YTD Actual 6,299.94 Total	6,299.94	YTD Budget 22,000.00 Unexpended	15,700.06
280-55110-2220 NATURAL GAS/HEAT					
		03/31/2022 (03/22) Balance	.00 *	.00 *	5,880.69
04/20/2022 AP		Wisconsin Public Service Corp	1,214.48		
		**Desc: LIBRARY			
		04/30/2022 (04/22) Period Totals and Balance	1,214.48 *	.00 *	7,095.17
YTD Encumbrance	.00	YTD Actual 7,095.17 Total	7,095.17	YTD Budget 8,500.00 Unexpended	1,404.83
280-55110-2230 WATER EXPENSE					
		03/31/2022 (03/22) Balance	.00 *	.00 *	471.90
04/15/2022 HJ		Harris Journal Entry	161.35		
		04/30/2022 (04/22) Period Totals and Balance	161.35 *	.00 *	633.25
YTD Encumbrance	.00	YTD Actual 633.25 Total	633.25	YTD Budget 2,000.00 Unexpended	1,366.75
280-55110-2231 CIRCULATION SYSTEM					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
280-55110-2240 SEWER EXPENSE					
		03/31/2022 (03/22) Balance	.00 *	.00 *	145.80
04/15/2022 HJ		Harris Journal Entry	54.20		
		04/30/2022 (04/22) Period Totals and Balance	54.20 *	.00 *	200.00
YTD Encumbrance	.00	YTD Actual 200.00 Total	200.00	YTD Budget 750.00 Unexpended	550.00
280-55110-2250 STORMWATER EXPENSE					
		03/31/2022 (03/22) Balance	.00 *	.00 *	239.79
04/15/2022 HJ		Harris Journal Entry	79.93		
		04/30/2022 (04/22) Period Totals and Balance	79.93 *	.00 *	319.72
YTD Encumbrance	.00	YTD Actual 319.72 Total	319.72	YTD Budget 960.00 Unexpended	640.28
280-55110-2410 MAINTENANCE EQUIPMENT/VEH					
		03/31/2022 (03/22) Balance	.00 *	.00 *	1,155.74
04/06/2022 JE		HAMBURG - MAIN	130.83		
04/22/2022 AP		Maritime Plumbing and Mechanical LLC	568.00		
		**Desc: Repair - Library			
		04/30/2022 (04/22) Period Totals and Balance	698.83 *	.00 *	1,854.57
YTD Encumbrance	.00	YTD Actual 1,854.57 Total	1,854.57	YTD Budget 24,993.00 Unexpended	23,138.43

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55110-2430 EQUIPMENT REPAIRS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00	Unexpended .00
280-55110-2910 PRINTING/ADVERTISING					
		03/31/2022 (03/22) Balance	.00 *	.00 *	488.62
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	488.62
YTD Encumbrance	.00	YTD Actual 488.62 Total	488.62	YTD Budget 1,500.00	Unexpended 1,011.38
280-55110-2930 TECHNOLOGY					
		03/31/2022 (03/22) Balance	.00 *	.00 *	91.98
04/06/2022 JE		EHLE - TECH	45.99		
04/21/2022 AP		Manitowoc Calumet Library System	3,177.82		
		**Desc: WPLC Buying Pool / Membership Shares			
		04/30/2022 (04/22) Period Totals and Balance	3,223.81 *	.00 *	3,315.79
YTD Encumbrance	.00	YTD Actual 3,315.79 Total	3,315.79	YTD Budget 21,000.00	Unexpended 17,684.21
280-55110-2950 DEBT ISSUANCE COSTS/PAYMENTS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	2,151.34
04/01/2022 AP		WPPI Energy	1,075.67		
		**Desc: Library HVAC retrofit project Loan Payment			
		04/30/2022 (04/22) Period Totals and Balance	1,075.67 *	.00 *	3,227.01
YTD Encumbrance	.00	YTD Actual 3,227.01 Total	3,227.01	YTD Budget 12,908.00	Unexpended 9,680.99
280-55110-2960 DEBT PREMIUM					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00	Unexpended .00
280-55110-3100 OFFICE SUPPLIES					
		03/31/2022 (03/22) Balance	.00 *	.00 *	820.96
04/06/2022 JE		HAMBURG - OFFICE SUP	215.59		
		04/30/2022 (04/22) Period Totals and Balance	215.59 *	.00 *	1,036.55
YTD Encumbrance	.00	YTD Actual 1,036.55 Total	1,036.55	YTD Budget 5,000.00	Unexpended 3,963.45
280-55110-3110 POSTAGE					
		03/31/2022 (03/22) Balance	.00 *	.00 *	93.76
04/29/2022 JE		Postage Allocation - Apr 2022	24.76		
		04/30/2022 (04/22) Period Totals and Balance	24.76 *	.00 *	118.52
YTD Encumbrance	.00	YTD Actual 118.52 Total	118.52	YTD Budget 450.00	Unexpended 331.48
280-55110-3300 TRAVEL					
		03/31/2022 (03/22) Balance	.00 *	.00 *	494.48
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	494.48
YTD Encumbrance	.00	YTD Actual 494.48 Total	494.48	YTD Budget 2,284.00	Unexpended 1,789.52

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55110-5200 INSURANCES					
		03/31/2022 (03/22) Balance	.00 *	.00 *	3,547.27
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	3,547.27
YTD Encumbrance	.00	YTD Actual	3,547.27	Total	3,547.27
		YTD Budget	13,400.00	Unexpended	9,852.73
280-55110-5950 TRANSFER TO CAP PROJ FND5					
		03/31/2022 (03/22) Balance	.00 *	.00 *	1,440.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	1,440.00
YTD Encumbrance	.00	YTD Actual	1,440.00	Total	1,440.00
		YTD Budget	1,080.00	Unexpended	360.00-
280-55111-3230 PERIODICALS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	1,331.30
04/06/2022 JE		HAMBURG - A MAG	182.92		
		04/30/2022 (04/22) Period Totals and Balance	182.92 *	.00 *	1,514.22
YTD Encumbrance	.00	YTD Actual	1,514.22	Total	1,514.22
		YTD Budget	4,600.00	Unexpended	3,085.78
280-55111-3240 REFERENCE					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
280-55111-3400 NON-FICTION BOOKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	2,380.00
03/27/2020 AP		McDaniel, Patricia	25.00		
		**Desc: Historic National Road Yard Sale Cookbook, Vol VII - Lib			
04/06/2022 JE		HAMBURG - A NON FIC	1,449.32		
		04/30/2022 (04/22) Period Totals and Balance	1,474.32 *	.00 *	3,854.32
YTD Encumbrance	.00	YTD Actual	3,854.32	Total	3,854.32
		YTD Budget	17,000.00	Unexpended	13,145.68
280-55111-3420 FICTION BOOKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	2,715.34
04/06/2022 JE		HAMBURG - A FIC	1,198.44		
		04/30/2022 (04/22) Period Totals and Balance	1,198.44 *	.00 *	3,913.78
YTD Encumbrance	.00	YTD Actual	3,913.78	Total	3,913.78
		YTD Budget	17,000.00	Unexpended	13,086.22
280-55111-3430 LARGE PRINT BOOKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	2,131.43
04/01/2022 AP		Center Point Large Print	43.74		
		**Desc: Alp-Lib			
04/05/2022 AP		Center Point Large Print	581.85		
		**Desc: Alp-Lib			
04/06/2022 JE		HAMBURG - A LG PRINT	666.13		
		04/30/2022 (04/22) Period Totals and Balance	1,291.72 *	.00 *	3,423.15
YTD Encumbrance	.00	YTD Actual	3,423.15	Total	3,423.15
		YTD Budget	12,000.00	Unexpended	8,576.85

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55111-3440 PAPERBACKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
280-55111-3450 MOVIES					
		03/31/2022 (03/22) Balance	.00 *	.00 *	831.45
04/06/2022 JE		HAMBURG - A DVDS	538.08		
		04/30/2022 (04/22) Period Totals and Balance	538.08 *	.00 *	1,369.53
YTD Encumbrance	.00	YTD Actual 1,369.53 Total	1,369.53	YTD Budget 4,500.00 Unexpended	3,130.47
280-55111-3460 VIDEO					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
280-55111-3470 AUDIOBOOKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	646.60
03/31/2022 AP		Blackstone Publishing	65.59		
		**Desc: A Audio - Lib			
04/06/2022 AP		Blackstone Publishing	31.99		
		**Desc: A Audio - Lib			
04/06/2022 JE		HAMBURG - A AUDIO	42.75		
		04/30/2022 (04/22) Period Totals and Balance	140.33 *	.00 *	786.93
YTD Encumbrance	.00	YTD Actual 786.93 Total	786.93	YTD Budget 4,400.00 Unexpended	3,613.07
280-55111-3480 MUSIC CD'S					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget 500.00 Unexpended	500.00
280-55112-3230 PERIODICALS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	286.79
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	286.79
YTD Encumbrance	.00	YTD Actual 286.79 Total	286.79	YTD Budget 540.00 Unexpended	253.21
280-55112-3400 NON-FICTION BOOKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	1,525.57
04/06/2022 JE		EHLE - J NON FIC	373.41		
		04/30/2022 (04/22) Period Totals and Balance	373.41 *	.00 *	1,898.98
YTD Encumbrance	.00	YTD Actual 1,898.98 Total	1,898.98	YTD Budget 7,000.00 Unexpended	5,101.02

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55112-3420 FICTION BOOKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	946.28
04/06/2022 JE		EHLE - J FIC	574.19		
04/13/2022 AP		Penworthy Company LLC, The	129.88		
		**Desc: JFic - Lib			
		04/30/2022 (04/22) Period Totals and Balance	704.07 *	.00 *	1,650.35
YTD Encumbrance	.00	YTD Actual	1,650.35	Total	1,650.35
		YTD Budget	3,800.00	Unexpended	2,149.65

280-55112-3440 PAPERBACKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	118.73
04/06/2022 JE		EHLE - J PAPERBACK	42.80		
		04/30/2022 (04/22) Period Totals and Balance	42.80 *	.00 *	161.53
YTD Encumbrance	.00	YTD Actual	161.53	Total	161.53
		YTD Budget	1,600.00	Unexpended	1,438.47

280-55112-3450 MOVIES					
		03/31/2022 (03/22) Balance	.00 *	.00 *	159.70
04/06/2022 JE		EHLE - J DVD	19.96		
		04/30/2022 (04/22) Period Totals and Balance	19.96 *	.00 *	179.66
YTD Encumbrance	.00	YTD Actual	179.66	Total	179.66
		YTD Budget	2,500.00	Unexpended	2,320.34

280-55112-3460 VIDEO					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00

280-55112-3470 AUDIOBOOKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
04/06/2022 JE		EHLE - J AUDIO	9.50		
		04/30/2022 (04/22) Period Totals and Balance	9.50 *	.00 *	9.50
YTD Encumbrance	.00	YTD Actual	9.50	Total	9.50
		YTD Budget	1,700.00	Unexpended	1,690.50

280-55112-3490 SOFTWARE					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00

280-55112-3510 PROGRAMS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	2,240.24
04/06/2022 JE		EHLE - J PROG	1,490.92		
		04/30/2022 (04/22) Period Totals and Balance	1,490.92 *	.00 *	3,731.16
YTD Encumbrance	.00	YTD Actual	3,731.16	Total	3,731.16
		YTD Budget	11,980.00	Unexpended	8,248.84

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55112-3530 JE BOOKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	1,238.98
03/28/2022 AP		Door County Polar Bear Press	25.95		
		**Desc: Cana Island Cat - Lib			
04/06/2022 JE		EHLE - J EASY FIC	693.64		
04/13/2022 AP		Penworthy Company LLC, The	99.29		
		**Desc: JeFic - Lib			
		04/30/2022 (04/22) Period Totals and Balance	818.88 *	.00 *	2,057.86
YTD Encumbrance	.00	YTD Actual	2,057.86	Total	2,057.86
		YTD Budget	6,000.00	Unexpended	3,942.14
280-55113-5000 FIXED CHARGES					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
280-55114-3400 NON-FICTION BOOKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	428.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	428.00
YTD Encumbrance	.00	YTD Actual	428.00	Total	428.00
		YTD Budget	1,800.00	Unexpended	1,372.00
280-55114-3490 MICROFILM					
		03/31/2022 (03/22) Balance	.00 *	.00 *	74.90
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	74.90
YTD Encumbrance	.00	YTD Actual	74.90	Total	74.90
		YTD Budget	4,100.00	Unexpended	4,025.10
280-55115-3230 PERIODICALS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	23.99
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	23.99
YTD Encumbrance	.00	YTD Actual	23.99	Total	23.99
		YTD Budget	200.00	Unexpended	176.01
280-55115-3420 FICTION BOOKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	658.11
04/06/2022 JE		EHLE - YA FIC	542.89		
		04/30/2022 (04/22) Period Totals and Balance	542.89 *	.00 *	1,201.00
YTD Encumbrance	.00	YTD Actual	1,201.00	Total	1,201.00
		YTD Budget	5,300.00	Unexpended	4,099.00
280-55115-3440 PAPERBACKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
280-55115-3470 AUDIOBOOKS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	41.66
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	41.66
YTD Encumbrance	.00	YTD Actual	41.66	Total	41.66
		YTD Budget	1,000.00	Unexpended	958.34
Number of transactions: 79			Number of accounts: 78		
			Debit	Credit	Proof
Total AUDIOBOOKS:			76,969.69	-76,969.69	.00

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
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Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
282-11100 CASH					
		03/31/2022 (03/22) Balance	.00 *	.00 *	5,814.16-
04/30/2022 CA		Cash Allocation - Created: 04/07/22 8:55 AM	10.00		
04/30/2022 CA		Cash Allocation - Created: 04/19/22 2:21 PM	6.00		
04/30/2022 CA		Cash Allocation - Created: 04/28/22 3:11 PM		-304.70	
		04/30/2022 (04/22) Period Totals and Balance	16.00 *	-304.70 *	6,102.86-
282-11301 SAVINGS ACCOUNT - BFN					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
282-11302 GENERAL FUND INVESTMENT					
		03/31/2022 (03/22) Balance	.00 *	.00 *	114,127.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	114,127.00
282-34100 FUND BALANCE UNRESERVED					
		03/31/2022 (03/22) Balance	.00 *	.00 *	116,342.48-
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	116,342.48-
282-48100 INTEREST INCOME					
		03/31/2022 (03/22) Balance	.00 *	.00 *	3.09
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	3.09
YTD Encumbrance	.00	YTD Actual	3.09	Total	3.09
		YTD Budget	.00	Unearned	3.09
282-48110 INTEREST ON INVESTMENTS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	8,180.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	8,180.00
YTD Encumbrance	.00	YTD Actual	8,180.00	Total	8,180.00
		YTD Budget	25,000.00-	Unearned	33,180.00
282-48500 DONATIONS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	1,237.52-
04/04/2022 CR		LIBRARY - DONATIONS-GIFT FUND		-10.00	
		Description: LIBRARY - DONATIONS-GIFT FUND			
04/18/2022 CR		LIBRARY - DONATIONS-GIFT FUND		-6.00	
		Description: LIBRARY - DONATIONS-GIFT FUND			
		04/30/2022 (04/22) Period Totals and Balance	.00 *	-16.00 *	1,253.52-
YTD Encumbrance	.00	YTD Actual	1,253.52-	Total	1,253.52-
		YTD Budget	5,000.00-	Unearned	3,746.48
282-48510 FOUNDATION DONATION					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	37,845.00-	Unearned	37,845.00
282-55110-7004 ADULT GIFT					
		03/31/2022 (03/22) Balance	.00 *	.00 *	25.00
04/06/2022 JE		HAMBURG - A GIFT	38.57		
		04/30/2022 (04/22) Period Totals and Balance	38.57 *	.00 *	63.57
YTD Encumbrance	.00	YTD Actual	63.57	Total	63.57
		YTD Budget	2,000.00	Unexpended	1,936.43

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
282-55110-7005 MEYER FOUNDATION					
		03/31/2022 (03/22) Balance	.00 *	.00 *	471.19
04/06/2022	JE	HAMBURG - MEYER FDN	124.78		
		04/30/2022 (04/22) Period Totals and Balance	124.78 *	.00 *	595.97
YTD Encumbrance	.00	YTD Actual	595.97	Total	595.97
			YTD Budget	700.00	Unexpended
					104.03
282-55110-7006 ADULT GRANT					
		03/31/2022 (03/22) Balance	.00 *	.00 *	119.14
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	119.14
YTD Encumbrance	.00	YTD Actual	119.14	Total	119.14
			YTD Budget	.00	Unexpended
					119.14-
282-55110-7008 YOUTH GIFT					
		03/31/2022 (03/22) Balance	.00 *	.00 *	468.74
04/06/2022	JE	EHLE - J GIFT	141.35		
		04/30/2022 (04/22) Period Totals and Balance	141.35 *	.00 *	610.09
YTD Encumbrance	.00	YTD Actual	610.09	Total	610.09
			YTD Budget	2,000.00	Unexpended
					1,389.91
282-55110-7009 YOUTH GRANT					
		03/31/2022 (03/22) Balance	.00 *	.00 *	.00
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			YTD Budget	.00	Unexpended
					.00
Number of transactions: 8			Number of accounts: 13		
			Debit	Credit	Proof
Total LIBRARY GIFT FUND:			320.70	-320.70	.00

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
456-11100 CASH					
		03/31/2022 (03/22) Balance	.00 *	.00 *	24,093.15
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	24,093.15
456-34100 FUND BALANCE UNRESERVED					
		03/31/2022 (03/22) Balance	.00 *	.00 *	36,279.06-
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	36,279.06-
456-48500 DONATIONS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	50,057.40-
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	50,057.40-
YTD Encumbrance	.00	YTD Actual	50,057.40- Total	50,057.40- YTD Budget	.00 Unearned 50,057.40-
456-51600-8170 CO - OTHER IMPROVEMENTS					
		03/31/2022 (03/22) Balance	.00 *	.00 *	62,243.31
		04/30/2022 (04/22) Period Totals and Balance	.00 *	.00 *	62,243.31
YTD Encumbrance	.00	YTD Actual	62,243.31 Total	62,243.31 YTD Budget	.00 Unexpended 62,243.31-
Number of transactions: 0 Number of accounts: 4			Debit	Credit	Proof
Total CO - OTHER IMPROVEMENTS:			.00	.00	.00
Number of transactions: 107 Number of accounts: 230			Debit	Credit	Proof
Grand Totals:			86,022.45	-86,022.45	.00

Report Criteria:

Actual amounts

Accounts with balances or activity

[Report].FUND = "280","282","456"

CITY OF TWO RIVERS
ATTN LESTER PUBLIC LIBRARY
1001 ADAMS STREET
TWO RIVERS WI 54241-3544

Helping to keep you secure

The relationship between you and Edward Jones is built on trust. We have several security measures in place, from security and scam detection training for employees to real-time analysis of cyber threat intelligence from the FBI and Secret Service, to help protect your accounts and personal information. Online Access offers additional features to further protect your information and financial transactions. Your local team can provide additional details.

Association - Advisory Solutions Fund Model

Portfolio Objective - Account: Balanced Growth and Income

For more information about the Advisory Solutions program go to www.edwardjones.com/advisorybrochures.

Account Value

\$87,908.95

1 Month Ago	\$113,840.09
1 Year Ago	\$341,964.82
3 Years Ago	\$358,173.15
5 Years Ago	\$279,038.23

Value Summary

	This Period	This Year
Beginning value	\$113,840.09	\$150,357.17
Assets added to account	0.00	0.00
Assets withdrawn from account	-20,000.00	-48,050.00
Fees and charges	-112.57	-519.62
Change in value	-5,818.57	-13,878.60
Ending Value	\$87,908.95	

For more information regarding the Value Summary section, please visit www.edwardjones.com/mystatementguide.

Asset Details (as of Apr 29, 2022)

additional details at www.edwardjones.com/access

Assets Held At Edward Jones

Exchange Traded & Closed End Funds	Price	Quantity	Cost Basis	Unrealized Gain/Loss	Value
Vanguard FTSE All-World Ex US	114.71	8	1,003.60	-85.92	\$917.68
Mutual Funds	Price	Quantity	Cost Basis	Unrealized Gain/Loss	Value
Artisan INTL Small-Mid I	16.66	53.055	909.11	-25.21	883.90
Bridge Builder Core Bond	9.38	1,774.955	18,113.81	-1,464.73	16,649.08
Bridge Builder Core Plus Bond	9.30	2,263.537	22,967.87	-1,916.98	21,050.89
Bridge Builder INTL Equity	11.32	947.417	10,708.89	15.87	10,724.76
Bridge Builder Large Growth	18.99	510.574	7,954.83	1,740.97	9,695.80
Bridge Builder Large Value	16.30	700.316	8,538.03	2,877.12	11,415.15
Bridge Builder Small/Mid Grw	12.88	203.284	2,888.90	-270.60	2,618.30

Asset Details (continued)

Mutual Funds	Price	Quantity	Cost Basis	Unrealized Gain/Loss	Value
Bridge Builder Small/Mid Value	13.58	259.263	2,829.62	691.17	3,520.79
Dfa International Value I	18.49	96.849	1,908.89	-118.15	1,790.74
JPM U.S. Govt Mny Mkt Capital	1.00	1,649.1	—	—	1,649.10
MainStay Mackay High Yd Cp R6	5.19	844.505	4,657.40	-274.42	4,382.98
Principal Midcap R6	33.78	77.258	2,866.27	-256.49	2,609.78
Total Account Value					\$87,908.95

Cost basis is the amount of your investment for tax purposes and is used to calculate gain or loss upon sale or other disposition of a security. It is not a measure of performance. The cost basis amounts on your statement should not be relied upon for tax preparation purposes. Cost basis information may be from outside sources and has not been verified for accuracy. Refer to your official tax documents for information about reporting cost basis. Consult a qualified tax advisor or an attorney regarding your situation. If you believe the cost basis information is inaccurate, contact Client Relations.

Summary of Realized Gain/Loss

	This Year
Short Term (assets held 1 year or less)	-\$249.92
Long Term (held over 1 year)	5,690.32
Total	\$5,440.40

Summary totals may not include proceeds from uncosted securities or certain corporate actions.

Detail of Realized Gain/Loss from Sale of Securities

	Purchase Date	Sale Date	Quantity	Cost Basis	Proceeds	Realized Gain/Loss	
Artisan INTL Small-Mid I	09/23/2020	04/27	8.967	\$153.65	\$149.39	-\$4.26	LT
Artisan INTL Small-Mid I	—	04/27	1.903	32.61	31.70	-0.91	ST
Bridge Builder Core Bond	10/20/2020	04/27	373.773	3,814.46	3,528.42	-286.04	LT
Bridge Builder Core Bond	—	04/27	72.604	738.89	685.39	-53.50	ST
Bridge Builder Large Value	—	04/27	183.236	2,233.95	3,023.40	789.45	LT
Bridge Builder Large Value	03/31/2022	04/27	3.562	61.19	58.77	-2.42	ST
Bridge Builder Large Growth	06/02/2020	04/27	93.316	1,453.88	1,786.07	332.19	LT
Bridge Builder Small/Mid Value	03/26/2020	04/27	56.082	612.08	766.64	154.56	LT
Bridge Builder Small/Mid Grw	—	04/27	36.415	517.50	475.21	-42.29	ST
Bridge Builder Core Plus Bond	03/08/2021	04/27	470.553	4,774.71	4,399.67	-375.04	LT
Bridge Builder Core Plus Bond	—	04/27	94.037	951.55	879.25	-72.30	ST
Bridge Builder INTL Equity	03/26/2020	04/27	39.963	451.71	450.38	-1.33	LT
Bridge Builder INTL Equity	—	04/27	134.016	1,514.81	1,510.36	-4.45	ST

Detail of Realized Gain/Loss from Sale of Securities (continued)

	Purchase Date	Sale Date	Quantity	Cost Basis	Proceeds	Realized Gain/Loss	
Dfa International Value I	—	04/27	18.594	366.50	342.32	-24.18	ST
MainStay Mackay High Yd Cp R6	10/10/2019	04/27	162.44	895.89	849.56	-46.33	LT
MainStay Mackay High Yd Cp R6	—	04/27	79.765	439.17	417.18	-21.99	ST
Principal Midcap R6	03/22/2022	04/27	14.645	543.33	504.24	-39.09	ST
Vanguard FTSE All-World Ex US	03/08/2021	04/27	1	125.45	114.96	-10.49	LT

Cost basis is the amount of your investment for tax purposes and is used to calculate gain or loss upon sale or other disposition of a security. It is not a measure of performance. The cost basis amounts on your statement should not be relied upon for tax preparation purposes. Cost basis information may be from outside sources and has not been verified for accuracy. Refer to your official tax documents for information about reporting cost basis. Consult a qualified tax advisor or an attorney regarding your situation. If you believe the cost basis information is inaccurate, contact Client Relations.

Investment and Other Activity by Date

Date	Description	Quantity	Amount
3/31	Dividend on Dfa International Value I on 115.326 Shares @ 0.02		\$2.32
3/31	Reinvestment into Dfa International Value I @ 19.88	0.117	-2.32
4/01	Dividend on JPM U.S. Govt Mny Mkt Capital on 1,788.59 Shares at Daily Accrual Rate		0.19
4/01	Reinvestment into JPM U.S. Govt Mny Mkt Capital @ 1.00	0.19	-0.19
4/01	Dividend on Bridge Builder Core Bond on 2,216.857 Shares at Daily Accrual Rate		43.63
4/01	Reinvestment into Bridge Builder Core Bond @ 9.75	4.475	-43.63
4/01	Dividend on Bridge Builder Large Value on 883.552 Shares @ 0.069		61.19
4/01	Reinvestment into Bridge Builder Large Value @ 17.18	3.562	-61.19
4/01	Dividend on Bridge Builder Core Plus Bond on 2,822.462 Shares at Daily Accrual Rate		54.84
4/01	Reinvestment into Bridge Builder Core Plus Bond @ 9.68	5.665	-54.84
4/01	Dividend on MainStay Mackay High Yd Cp R6 on 1,082.099 Shares @ 0.022		24.67
4/01	Reinvestment into MainStay Mackay High Yd Cp R6 @ 5.35	4.611	-24.67
4/07	Redeemed JPM U.S. Govt Mny Mkt Capital @ 1.00	-112.57	112.57
4/07	Program & Portfolio Strat Fees		-112.57
4/29	Sell JPM U.S. Govt Mny Mkt Capital @ 1.00	-27.11	27.11
4/29	Sell Artisan INTL Small-Mid I @ 16.66	-10.87	181.09
4/29	Sell Bridge Builder Core Bond @ 9.44	-446.377	4,213.80
4/29	Sell Bridge Builder Large Value @ 16.50	-186.798	3,082.17
4/29	Sell Bridge Builder Large Growth @ 19.14	-93.316	1,786.07
4/29	Sell Bridge Builder Small/Mid Value @ 13.67	-56.082	766.64
4/29	Sell Bridge Builder Small/Mid Grw @ 13.05	-36.415	475.21
4/29	Sell Bridge Builder Core Plus Bond @ 9.35	-564.59	5,278.92
4/29	Sell Bridge Builder INTL Equity @ 11.27	-173.979	1,960.74
4/29	Sell Dfa International Value I @ 18.41	-18.594	342.32

Investment and Other Activity by Date (continued)

Date	Description	Quantity	Amount
4/29	Sell MainStay Mackay High Yd Cp R6 @ 5.23	-242.205	1,266.73
4/29	Sell Principal Midcap R6 @ 34.43	-14.645	504.24
4/29	Sell Vanguard FTSE All-World Ex US @ 114.9645	-1	114.96
4/29	Check Issued Check Number 149526928		-20,000.00

Money Market Detail by Date

Beginning Balance on Mar 26					\$0.00
Date	Transaction	Description	Deposits	Withdrawals	Balance
4/29	Deposit		20,000.00		\$20,000.00
4/29	Withdrawal	Money Market Sale		-20,000.00	\$0.00
Total			\$20,000.00	-\$20,000.00	
Ending Balance on Apr 29					\$0.00

For more information about the Advisory Solutions program, see the applicable program brochure at www.edwardjones.com/advisorybrochures.



Account Holder(s) City of Two Rivers
Account Number 649-14911-1-1
Financial Advisor Douglas K. De Vries, 920-793-4055
1601 Washington St, Two Rivers, WI 54241

Statement Date Mar 26 - Apr 29, 2022

Page 5 of 6

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About Edward Jones

Edward D. Jones & Co., L.P., is dually registered with the Securities and Exchange Commission (SEC) as a broker-dealer and an investment adviser. Edward Jones is also a member of Financial Industry Regulatory Authority (FINRA).

Statement of Financial Condition — Edward Jones' Statement of Financial Condition is available at edwardjones.com/about/financial-reports.html, your local office or by mail upon written request.

About Your Account

Account Information — Your account agreement(s) contain the conditions that govern your account. Contact your financial advisor if you have any changes to your financial situation, contact information or investment objectives.

Account Accuracy — If you believe there are errors on your account, promptly notify your financial advisor or Client Relations. To further protect your rights, including rights under the Securities Investor Protection Act (SIPA), re-confirm any oral communication by sending us a letter within 30 days. If you think there is an error with, or you have a question about, your electronic transfers, contact Client Relations.

Complaints about Your Account — If you have a complaint, call Client Relations or send a letter to Edward Jones, Attn: Complaints Investigations, 12555 Manchester Rd., St. Louis, MO 63131 or send an email to complaints@edwardjones.com

Pricing — For the most current prices of your investments, contact your financial advisor or visit Online Access. While we believe our pricing information is reliable, some information is provided by third parties and we cannot guarantee its accuracy.

Systematic and Money Market Transactions — Additional transaction details may be available upon written request to Edward Jones, Attn: Trade Operations Dept.

Fair Market Value for Individual Retirement Accounts — Your account's fair market value as of Dec. 31 will be reported to the Internal Revenue Service (IRS) as required by law.

Withholding on Distributions or Withdrawals — Federal law requires Edward Jones to withhold income tax on distribution(s) from your retirement accounts and other plans, unless you elect not to have withholding apply by completing the appropriate form and returning it to the address specified on the form. Your election will remain in effect until you change or revoke it by completing and returning a new form. If you elect not to have withholding or do not have enough income tax withheld from your distributions, or if payments of estimated taxes are not sufficient, you may be responsible for payments of estimated taxes and/or incur penalties as a result. State withholding, if applicable, is subject to the state's withholding requirements.

Fees and Charges — The "Fees and Charges" amount shown in your Value Summary includes the following:







- Account fees (e.g., advisory program asset-based fees and retirement account fees);
- Fees and charges for services (e.g., check reorders and wire transfers); and
- Margin loan interest

This amount does not include transaction-based fees and charges on the purchase or sale of a security or other product (e.g., systematic investing fees, commissions, sales charges, and markups/ markdowns). These fees and charges are shown in the activity section(s) of your statement or on your trade confirmations. For more information, contact your financial advisor.

Rights to Your Money Market Fund, Bank Deposit and Free Credit Balances — The uninvested cash in your account ("Free Credit Balance") is payable on demand. You may instruct us to liquidate your Insured Bank Deposit or Money Market fund balance(s). We will disburse the proceeds to you or place them in your accounts. Your instructions must be made during normal business hours and are subject to the terms and conditions of the account agreement(s).

To learn more about fees and costs, revenue sharing, and the compensation received by Edward Jones and your financial advisor, please talk with your financial advisor or visit edwardjones.com/disclosures.

CONTACT INFORMATION

Client Relations		Online Access	Other Contacts
 Toll Free Phone 800-441-2357	Monday – Friday 7 a.m. – 7 p.m. CT	 edwardjones.com/access	 Edward Jones Personal MasterCard® 866-874-6711
	 201 Progress Parkway Maryland Heights, MO 63043		 Edward Jones Business MasterCard® 866-874-6712  Edward Jones VISA® Debit Card 888-289-6635

S1EDJ001 Rev 11/21

**Lester Public Library
Director's Report
April 2022**

News

- A water leak was identified April 15 by the copier near the help desk. In operation, the new humidifier expels water into a floor drain. The drain pipes had blockage, when Maritime Plumbing ran a snake to free the blockage the snake broke off in the pipes. Maritime Plumbing cut out a piece of the drain pipe and retrieved the snake while removing the blockage. The leak has been repaired.
- Lisa Krall, Custodian, is seeking quotes for front door repair/replacement. After 25 years of building shifting and wear and tear, the front doors are becoming drafty during winter months and difficult to secure upon closing. Three quotes are in the packet.
- The Spring Lester Public Library Foundation Book Sale was a success with a grand total of \$968.00. After sales tax, the library and the Library Foundation split came to \$459.80 each.
- The roof repair project is slated to begin the second week of May.
- Data from the Above Average Reading Challenge - 56 people earned their Above Average Reader bag (to earn the bag readers must read 13 books), 40 have picked them up. 5 people have already read 52 books to earn their Superior Reader badge. There are 141 people registered for the program. There are 252 participating in the winter reading challenges.

Library Foundation

- April was the Annual Meeting where the Lester Public Library Foundation Board approved the 2022 allocation to the Library at \$47,286.00.
- Officers approved for year 2022/2023: Collette Tegen, President; Teri Wagner, Vice President; Bob Fay, Treasurer; and Stephanie Carpenter, Secretary.

Library Legislation – No Report

Activities

04/04/22 – Two Rivers City Council Meeting
04/05/22 – CPR Training and Certification, City Hall
04/06/22 – Lester Bentley Committee, transfer Stations of the Cross from the Hamilton Wood Type Museum to St. Peter the Fisherman Catholic Church
04/06/22 – Educational Horizons Foundation Board Meeting, Two Rivers High School
04/07/22 – Two Rivers Business Association Meeting
04/07/22 – Lester Public Library Management Team Meeting
04/08/22 – Two Rivers Parks and Recreation Director Candidates Interviews
04/12/22 – City of Two Rivers Room Tax Commission Meeting
04/12/22 – Lester Public Library Board Meeting

04/13/22 – Lester Public Library All Staff Meeting
04/13/22 – City Department Heads Meeting
04/14/22 – City of Two Rivers Safety Committee Meeting
04/18/22 – Help Desk Shift
04/18/22 – Two Rivers City Council Meeting
04/19/22 – Lester Public Library Foundation Board Annual Meeting
04/19/22 – Two Rivers City Council Re-Organization Meeting
04/27/22 – City Department Heads Meeting
04/28/22 – Met with Peter Crabbe, Director of the Hamilton Wood Type and Printing
Museum
04/28/22 – Lester Public Library Management Team Meeting
04/28/22 – Met with Lester Public Library Board of Trustees Vice President, David
Pennefeather

Jeff Dawson, Director, Lester Public Library 05/02/2022

Information Services

	Apr 2022	Apr 2021	%Chng	2022 YTD	2021 YTD	%Chng
Walk-in	751	0	#DIV/0!	2325	0	#DIV/0!
Phone	486	1105	-56%	1512	5839	-74%
Mail	0	0	0%	0	0	#DIV/0!
Electronic	124	181	-31%	352	779	-55%
Reference Total	1361	1286	6%	4189	6618	-37%

PC Internet Use (Hours)	274	0	#DIV/0!	725	0	#DIV/0!
Tablet Use (Hours)	10.5	0	#DIV/0!	16	0	#DIV/0!
Computer Use Total	284.5	0	#DIV/0!	741	0	#DIV/0!

Children's Programming

In-house Programs	12	11	9%	24	32	-25%
In-house Attendance	810	660	23%	2100	2165	-3%
Outreach Programs	5	3	67%	14	9	56%
Outreach Attendance	610	133	359%	1602	236	579%

Young Adult Programs

In-house Programs	2	0	#DIV/0!	2	2	0%
In-house Attendance	70	0	#DIV/0!	28	21	33%

Adult Programs

In-house Programs	3	1	200%	6	5	20%
In-house Attendance	137	6	2183%	52	117	-56%

Meeting Room Use

Bookings	0	0	0%	0	0	0%
Attendance	0	0	0%	0	0	0%

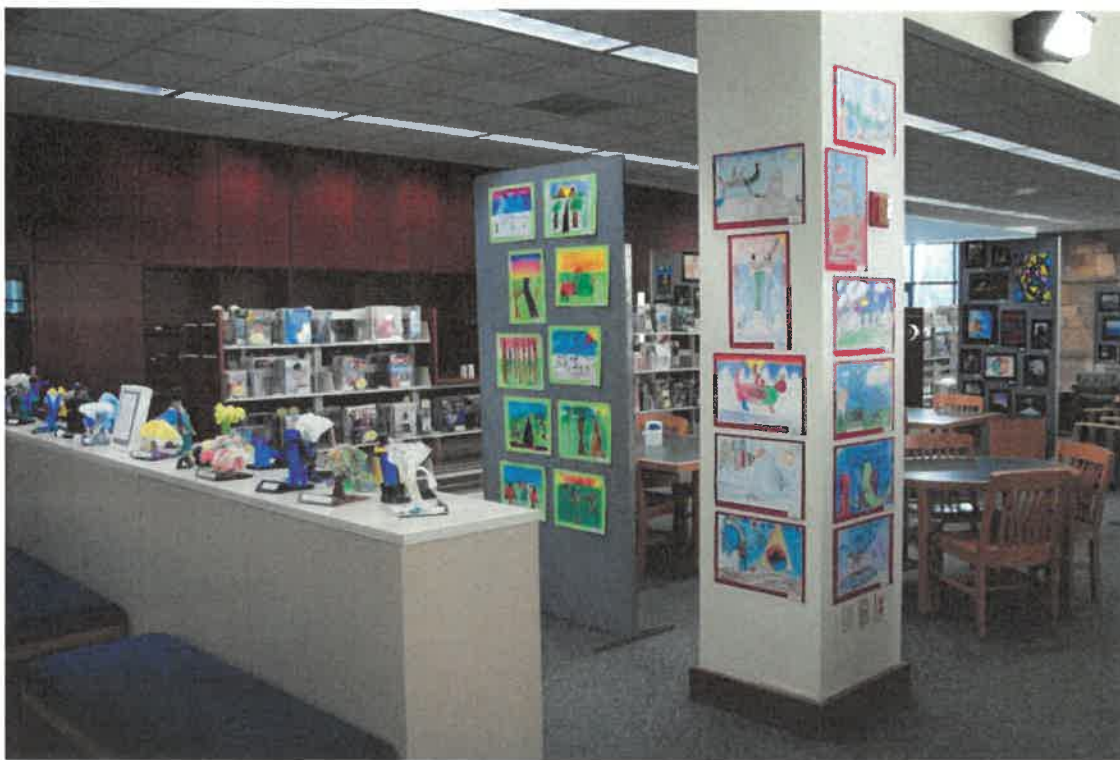
Lester Public Library Statistical Report

Apr-22

Circulation									
	Apr 2022	Apr 2021	%Chng	2022 YTD	2021 YTD	%Chng			
Circulation Total	10,028	5,352	87%	38,597	22,895	69%			
Total Visitors	4,723	0	#DIV/0!	16,733	0	#DIV/0!			
Users	Total	%Circ	Total	%Circ	Total	%Circ			
Children (0-11)	416	4%	219	4%	1,748	5%	721	3%	142%
Young Adult (11-17)	130	1%	59	1%	569	1%	550	2%	3%
Adult (18+)	7,953	79%	4,336	81%	31,280	81%	18,867	82%	66%
Outreach	527	5%	40	1%	1,486	4%	160	1%	829%
School	215	2%	147	3%	714	2%	674	3%	6%
ALL OTHERS	752	7%	551	10%	2,765	7%	2,120	9%	30%
Item Type	Total	%Circ	Total	%Circ	Total	%Circ			
Adult	5,969	60%	3,561	67%	23,810	62%	15,135	66%	57%
Youth	4,059	40%	1,791	33%	14,787	38%	7,760	34%	91%
	Total	%Circ	Total	%Circ	Total	%Circ	Total	%Circ	
Self-check use	2,349	23%	0	0%	9,430	24%	0	0%	#DIV/0!
Drive Through Use	781	8%	0	0%	3,337	9%	0	0%	#DIV/0!
LARS ACTIVITY									
Sent to LARS	2,423		2,527	-4%	10,066		11,380		-12%
Rec from LARS	1,311		2,126	-38%	5,531		8,532		-35%
NEW REGISTRATIONS									
Total	27		1	2600%	104		21		395%
OVERDRIVE EBooks & Audiobooks									
Total	1632		1532	7%	6,614		6,435		3%

Lester Public Library May 2022 eNews

tehle@lesterlibrary.org | SAT APR 30 4:25 PM | 19 min read



Library as Gallery [See more>](#)

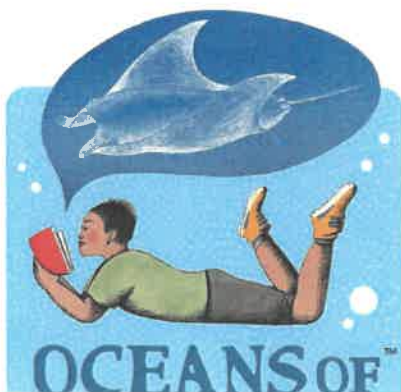
LIBRARY eLINKS

Lester Public Library Read. Discover. Connect. Enrich. May 2022



LIBRARY CLOSED SATURDAY, MAY 28-MONDAY, MAY 30
Book drops are available 24/7 and are located at the back of the building.

[Looking forward to summer!](#)



Oh my, we're anxious for summer to arrive! And not just for the warm days, blue skies and beautiful flowers, but for the sheer pleasure of being together.

Summer programs at the library (as well as reading challenges) kick off Monday, June 13.

Once again, parents, granddads and -moms, and other caregivers will bring their babies to meet for

POSSIBILITIES

Babygarten and get fascinating tips on how simple activities garner big results when it comes to brain development.

Preschoolers will laugh, move and learn out in the gardens for daytime and evening story times.

Older children will engage in art.

Teens will have after-hours fun in the library competing in card tourneys and having other exuberant fun (think capture the flag; hide'n'seek and ghost in the graveyard).

Adults will discuss books, watch foreign films and recent releases, and enjoy the camaraderie of crafting on summer afternoons. And all ages will gather for another joyous Tom Pease concert on the lawn.

Together.

Two Rivers School District Art Show thru May 23!

Hundreds of pieces of student art on display throughout the library. Drop in to stroll and savor!

Find photos of this year's show on the library's Flickr page [here>](#)



Prevent Suicide QPR Training: Question, Persuade, Refer

Tuesday, May 17 6:30-7:45 PM

University of Wisconsin Division of Extension and Prevent Suicide Manitowoc County partner to train individuals to recognize the warning signs of a

suicide crisis and to intervene. [Register here>](#)



Climate Reality—Is there hope?

Tuesday, June 7 6:00 PM

Retired U.S. Geological Survey water engineer Jeff Steuer leads a discussion on the causes and impacts of climate change, the latest developments in climate science, how communities around the world are being affected, the urgent need to shift from fossil fuels to more renewable options, and solutions available to us NOW.

Jeff received Climate Reality Project training in 2021, where world-renowned scientists, activists and innovators enable citizens to lead the global fight for climate solutions.



Are you a little bit crafty? Sign up for our digital newsletter listing new craft books (with direct links to place holds) and upcoming programs. Email lesref@lesterlibrary.org with "Get Crafty" in the subject line. Please provide first and last name. Receive the newsletter the first of each month.

Fairy Gardens Saturday, June 4 10:30 AM



Make a garden fit for fairies to frolic! Create tiny accessories like mushrooms, rustic wooden tables and chairs, lanterns, mailboxes, stone paths, fire rings and gazing balls to entice the wee folk.

We'll provide inspiration and supplies for crafting enchanting miniatures. Ages 16+; younger with adult. Registration required; call (920)793-8888.

Are you *above average*?

Above Average Reader Challenge

According to the Pew Research Center, American adults read an average of 12 books per year, with half reading four or fewer. Do you find yourself ranking below average? **We challenge you to step up your game!** Ages 14+ can earn a digital badge each month when you read at least two books. Become a member of "**the better half**" when you log book #5 (you're still below average, but you're *less* below average than half of America!).



Upon completing your 13th book, you become an **ABOVE AVERAGE** reader and, as such, will receive a congratulatory canvas tote. Continue reading to achieve **SUPERIOR READER** status; if you log 52 books in 2022, receive an exclusive patch for your tote.

This is your opportunity to shine! Bragging rights are at stake.

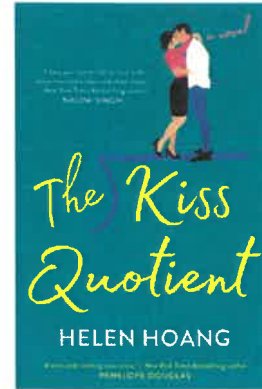
We conduct our reading challenges via *Beanstack*, a web and mobile app. Participants log the books they read to earn digital badges, prizes and automatic entries into prize drawings. Consider registering for a challenge! Download the *Beanstack* app or access it [here](#).

Join a book club; new members welcome!

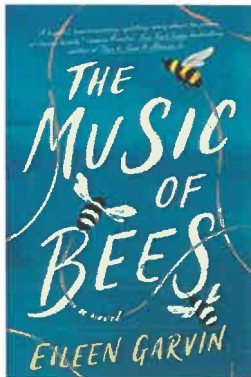
Strictly Fiction Book Club
Monday, May 2 6:30 PM

Meet in the library's Webster Room to discuss *The Kiss Quotient* by Helen Hoang. Stella's career is going brilliantly; she loves her job and makes plenty of money. She's lacking in relationship knowledge, however, so in typical Asperger's fashion, Stella applies logic and hires an escort to teach her how to navigate properly.

For adults 18+. Pick up selection at the front desk or drive-thru.



June 6 selection: *The House in the Cerulean Sea* by TJ Klune.



Book Discussion Group
Wednesday, May 4 4:00 PM

Meet to discuss a great book! Pick up the current selection at the front desk or drive-thru. Adults 18+

Selection: *The Music of Bees* by Eileen Garvin

Reeling from the unexpected death of her husband, Alice Holtzman nearly collides with Jake—a troubled, paraplegic teenager—while carrying 120,000 honeybees in the back of her pickup truck. Charmed by Jake's sincere interest in her bees, Alice invites Jake to her farm. Followed soon by Harry, a 24-year old with debilitating social anxiety who is desperate for work. When a nefarious pesticide company moves to town, it threatens the local honeybee population and illuminates deep-seated corruption in the community.

June 1 selection: *Dirt* by Bill Buford

Take-home packs





New packs every week!

Fun and educational Story Time packs for you to take home! Each contains books, music suggestions, finger plays, math and science activities, and an art project. Materials reinforce the five vital early literacy practices: *Read, Sing, Talk, Play* and *Write*! An adult library card is required. One per family per week while supplies last. Pick up at the front desk or drive-thru. *(Geared for ages six and younger)*

Youth Art To Go

New packs available May 2 & 16

Packs contain all the supplies you need for fun art projects. A new project every other week. Pick up at the front desk or drive-thru while supplies last. No library card required.

May Family Activity Pack: Kindness Rules!

Take some time to nurture compassion. Engage in considerate daily habits, concrete actions of kindness and a little reflection. Pick up packs at the front desk or drive-thru while supplies last. No library card required.

Safe & inexpensive Friday night fun



Activity Night @ LB Clarke Middle School

Friday, May 6 ▪ 6:00-8:00 PM ▪ 5th-8th grades ▪ \$3

Planned activity night for LB Clarke students.

Adventure Books @ Hamilton Wood Type & Printing Museum

Friday, May 13 ▪ 6:00-8:00 PM ▪ 6th-12th grades ▪ \$3

Create a personalized book for sketching, adding photos, or jotting down remarkable thoughts. The finished product contains pockets for the collection of summer memories as well. Unique papers provided—but if you have your own special paper, bring it! Enjoy

snacks as you work. Register and pick up required permission slips at the Lester Public Library's Help Desk.

UNO Mania @ Lester Public Library

Friday, May 20 ▪ 8:00-10:00 PM ▪ 6th-12th Grades ▪ FREE

It's all about UNO. Dos, Dare, All Wild, and other variations. Seize this after-hours opportunity to outwit your opponents. Registration required; call (920)793-8888.

Fast & convenient pick-up



Utilize our drive-thru! Use it when you've been notified that your requested items are ready, and to pick up to-go packs and book club selections.

It's easy:

1. Enter the book drop/staff parking lot and drive around to the window.
2. Ring the bell.
3. Present your library card and staff will check out items.
4. Walkers and cyclists are welcome.

Is drive-thru pick-up your usual preference? Select the **Lester Public Library Drive-Thru** location when you reserve items online. If you call to request materials, let us know that you'd like drive-thru service.

Even if you requested inside pick-up, you can always change your mind when you get here; if it's raining, your feet hurt, or your babies are asleep in the back seat, we can deliver at the window!

PrinterOn mobile printing



Print from home or on the go!

Send documents to the library's printers from *any* device. Submit documents for printing, then visit the Help Desk to obtain them. 10¢ per page for black-ink-only and 25¢ per page for color.

Stop by the library for printed instructions or call us at (920)793-8888 and we'll walk you through the process—or just download the PrinterOn app to your mobile device!

Reading challenge for ALL ages!



Discover diverse books, log activities, and READ WOKE.

Woke (slang): *Aware of and actively attentive to important facts and issues (especially issues of racial and social justice)* Source: Merriam-Webster

What is Read Woke? *It's a feeling. A form of education. A call to action, and our right as lifelong learners. It means arming yourself with knowledge to better protect your rights. Learning about others so you treat people with respect and dignity, no matter their religion, race, creed, or color.* –Cicely Lewis

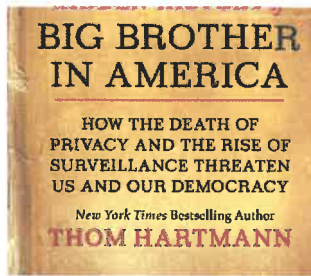
The Read Woke movement was created by Lewis, *School Library Journal* 2020 Librarian of the Year. To be included as suggested titles, the books must:

- Challenge a social norm
- Give voice to the voiceless
- Provide information about a group that has been disenfranchised
- Seek to challenge the status quo
- Have a protagonist from an underrepresented or oppressed group

Register for the challenge on [Beanstack](#). Or simply call (920)793-7114, email lesref@lesterlibrary.org, or stop by the Help Desk for reading suggestions for all ages.

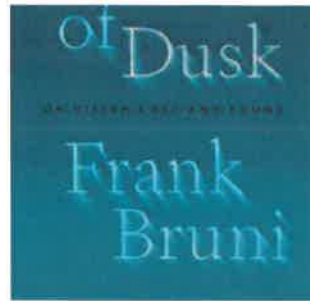
NEW Nonfiction Book Browse





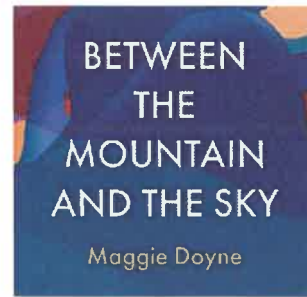
*The Hidden History of
Big Brother in America*
by Thom Hartmann

[Place hold >](#)



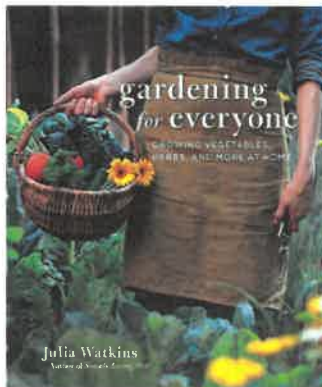
The Beauty of Dusk
by Frank Bruni

[Place hold >](#)



*Between the Mountain and
the Sky* by Maggie Doyme

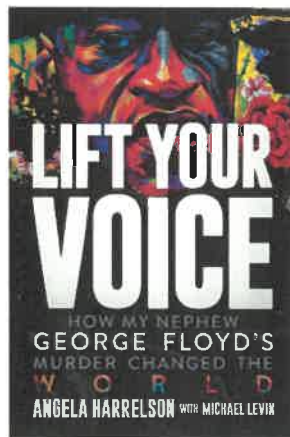
[Place hold>](#)



Gardening for Everyone
by Julia Watkins

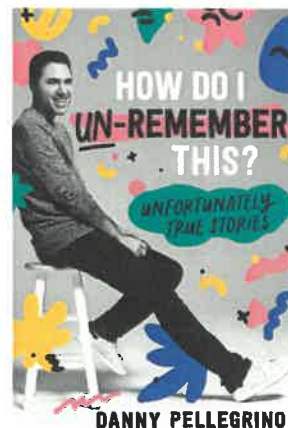
Create and grow a backyard garden simply and sustainably. Learn all you need to know to grow your own vegetables, fruits, and herbs from planning to planting to harvest. Also explore growing wildflowers and other beneficial companion plants. The book covers all the nuts and bolts of creating and caring for your garden. Includes ecological tips and fun projects, like building a bean teepee.

[Place hold >](#)



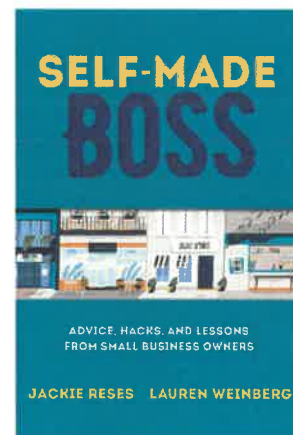
Lift Your Voice
by Angela Harrelson

[Place hold >](#)



How Do I Un-remember This?
by Danny Pellegrino

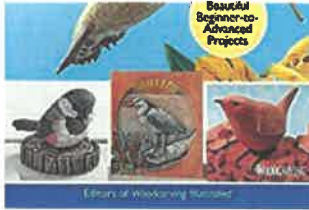
[Place hold >](#)



Self-Made Boss
by Jackie Reses

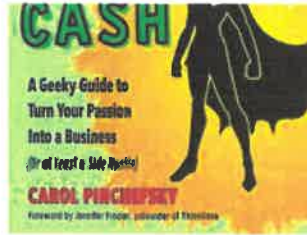
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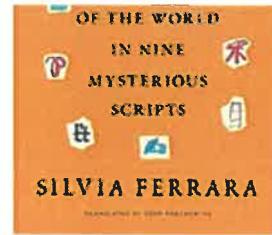
**Complete Guide to Bird
Carving: 15 Beautiful
Beginner-to-Advanced
Projects**

[Place hold>](#)



**Turn Your Fandom Into Cash
by Carol Pinchefskey**

[Place hold>](#)



**The Greatest Invention
by Silvia Ferrara**

[Place hold >](#)

Digital books, audiobooks & magazines



**Browse, borrow & read on your favorite
device**

You'll need your library card and PIN (last four digits of your phone number) to get started. Download the Libby app (Kindle users, please use the Overdrive app) and follow the prompts.

"Lucky Day" collection

A collection of popular titles is available with *no waiting required!* Seven-day loan period for ebooks and 14-day loan period for audiobooks.

[\[Click here\]](#)

Research, exam, repair & consumer resources



Find your story

**Visit the library for free access to the
world's largest online family history
resource.**

Once in the building, click the *Local History & Genealogy* link on our website to access Ancestry.

[\[Click here\]](#)



Local and state history

Find births, deaths, news and more. Powerful search tools help you find who or what you're looking for in Wisconsin newspaper archives. Log into your library account and look for the link.

[\[Click here\]](#)



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Before you purchase

Get **ratings, reviews, comparisons**, and more from a trusted source.

[\[Click here\]](#)

Summer Reading Program begins June 13!

Lester Public Library to Host Book Sale This Month

Apr 10, 2022 | 4:00 PM

Events, Local News



The following article was submitted by the Lester Public Library.

The next Used Book Sale at the Lester Public Library is scheduled Thursday, April 21-Saturday, April 23.

Here's the daily lineup:

Thursday-Books and music CDs are 50¢ each; audiobooks, DVDs, and magazine bundles are \$1 each.

Friday-BOGO (buy one get one free)!

Saturday-Fill a bag! For \$1, you get a paper sack to fill with all the items that will fit. For \$2, you get a reusable book bag to fill.

The library's book sale is a time-honored tradition that transcends the reuse and repurposing of used books; it contributes financially to the library. Over the years, the sale has provided fiscal support to special projects and material purchases. This

year is no different; half the proceeds will again go directly to imminent projects and purchases. The Lester Public Library Foundation is the recipient of the other half of funds raised, which means that 50% of your purchase goes to the *future* of the library.

The Foundation oversees an endowment, and that endowment's growth builds a lasting legacy to ensure learning, discovery, connection and enrichment for generations to come. When you buy items at the sale that you'll enjoy reading, watching or listening to, you're also contributing to the future of the Lester Public Library.

The Foundation accepts donations year-round. Choose the way that works best for you: write a check; donate online (via Network for Good at www.lesterlibrary.org/fao/); name the Foundation as the recipient of a bequest; name it as beneficiary of a 401K, IRA or life insurance policy; or donate stocks or bonds.

For more information on contributing, contact library director Jeff Dawson at (920) 793-7104. And we hope to see you at the book sale! Find it down near the fireplace during regular library hours (10 a.m.-8 p.m. Thursday; 10 a.m.-5:30 p.m. Friday; and 10 a.m.-2 p.m. Saturday).

Submit a News Tip or Typo Here

Search...



Manitowoc, WI, United States
41 °F Partly cloudy



OFFICE OF THE GOVERNOR

CERTIFICATE OF COMMENDATION

HONORING

Lester Public Library

ON BEHALF OF THE PEOPLE OF THE STATE OF WISCONSIN,
I AM PLEASED TO COMMEND LESTER PUBLIC LIBRARY
FOR ITS SERVICE TO OUR STATE.

PUBLIC LIBRARIES IN WISCONSIN ARE THE HEARTS OF
OUR CITIES, TOWNS, VILLAGES, AND COMMUNITIES, AND HAVE LONG
SERVED AS TRUSTED AND TREASURED INSTITUTIONS THAT OFFER OPPORTUNITIES
FOR ALL PEOPLE TO EXPLORE NEW WORLDS, LEARN IMPORTANT SKILLS,
ACCESS CRITICAL RESOURCES, AND BECOME MORE
ENGAGED CITIZENS OF OUR DEMOCRACY.

I EXTEND MY PERSONAL THANKS TO LESTER PUBLIC LIBRARY FOR ITS
COUNTLESS CONTRIBUTIONS TO THE TWO RIVERS COMMUNITY AND FOR SERVING
AS A BOLD EXAMPLE FOR PUBLIC LIBRARIES EVERYWHERE.



DONE ON THIS 10TH DAY OF
DECEMBER 2021.


TONY EVERS
GOVERNOR

Library Board Calendar 2022/2023

Tuesday, May 10, 2022

Introduction of New Members
Director's Annual Goals
Appoint Rep. to the Found. Bd
Board Calendar
Summer Reading Report

Tuesday, June 14, 2022

Library Policy Review

Tuesday, July 12, 2022

Library Policy Review
Strategic Plan Review

Tuesday, August 9, 2022

Library Policy Review
Investments Review/Discussion

Tuesday, September 13, 2022

Library Policy Review
Staff Holiday Party Designation

Tuesday, October 11, 2022

Budget Review
Library Policy Review

Tuesday, November 8, 2022

Library Policy Review
Budget Review
Invite Investor for Report
Strategic Plan Review

Tuesday, December 13, 2022

Budget Approval
Library Policy Review

Tuesday, January 10, 2023

Library Policy Review
Strategic Plan Review

Tuesday, February 14, 2023

Annual Report Approval
Review End of Year Financials
Allocate Funds to Balance Budget
Appoint Nominating Committee
Board Terms Review

Tuesday, March 14, 2023

Director Evaluation
Library Policy Review
Prepare Slate of Officers

Tuesday, April 11, 2023

Library Policy Review
Strategic Plan Review
Vote on Slate of Officers

Lester Public Library Director Goals 2022-2023

Categories	Priority Level I to V	Timeline
Board Review/Update of 4 library policies	I	Ongoing
Maintain high visibility in the community	I	Ongoing
Implement strategic plan/ provide quarterly updates to the Board	I	Ongoing
Create Budget	I	Nov-22
Improve marketing of services	I	Ongoing
Monitor COVID-19	I	Ongoing
Investigate additional parking options	I	Ongoing
Administer Budget	I	Ongoing
Maintain effective communication with Library Board via monthly reports	I	Ongoing
Maintain positive relations with the Library Board of Trustees	I	Ongoing
Work effectively with the Lester Public Library Foundation	I	Ongoing
Maintain positive relations with City Manager	I	Ongoing
Maintain an active role/good relations as a City Department Head	I	Ongoing
Maintain City Inter-department Cooperation	I	Ongoing
Maintain positive relations with City Council	I	Ongoing
Maintain positive relations with library staff	I	Ongoing
New Strategic Plan Development	I	Dec-22
Act as Chair of the MCLS Automated Resource Sharing Consortium (LARS)	I	Ongoing
Maintain positive relations across the Manitowoc Calumet Library System	I	Ongoing
Maintain Seat on the Educational Horizons Board	II	Ongoing
Maintain membership in the Chamber of Manitowoc County	II	Ongoing
Act as Secretary on the Spirit of the Rivers Board	II	Ongoing
Accept invitations to speak on library topics	III	Ongoing
Feature a digital library service on a quarterly basis	III	Ongoing
Develop volunteer opportunities in the library	IV	Ongoing
Maintain membership in the Wisconsin Library Association	IV	Ongoing
Maintain membership in the Public Library Association	V	Ongoing
Maintain membership in the American Library Association	V	Ongoing

Front Entrance Proposal

H. J. Martin and Son



320 South Military Avenue, Green Bay, WI 54303 | P.O. Box 11387, Green Bay, WI 54307
Phone: 920-494-3461 | Fax: 920-494-4177 | Website: www.hjmartin.com

Residential Flooring | Shower Doors | Floorcare | Tiled Showers | Backsplashes | Accent Walls
Commercial Glass & Glazing | Walls & Ceilings | Flooring | Millwork Installation | Doors & Hardware | Floorcare
National Retail Solutions Construction Management | New Store Fixture Installation | Remodels & Rollouts
Casework Installation | Merchandising | Concrete Polishing

BID NUMBER: 94460SW

Job Name: Lester Public Library- Entry door replacements Date: 4/1/2022
Job Location: Two Rivers, Wisconsin
Company: Lester Public Library Attention: Lisa Krall
Phone: 920-793-7106 Email: lkrall@lesterlibrary.org

We propose the following:

To furnish and install:

Aluminum Entrance Replacement
Glass & Glazing

Base Bid: \$18,210.00

Summary:

- (1 ea.) Remove & replace exterior aluminum storefront entrance

Inclusions and Qualifications:

- Labor to remove existing aluminum storefront entrance & site clear
- Aluminum exterior storefront framing: Kawneer 451T, center-glazed, thermally broken (2" x 4 1/2")
- Aluminum manual swing doors: Kawneer 350, medium stile series w/ 10" ADA bottom rails (3'-6" x 7'-0")
- Hardware for exterior aluminum doors: top, intermediate, & bottom butt hinges, tubular pulls, concealed rod panic device with hex key dogging at interior and keyed cylinder at exterior, closer, weather stripping, bottom sweep, and threshold (Manufacturer's standard product line)
- Reuse existing automatic swing door operator
- Aluminum finish for window framing, doors, trim: Kawneer's custom color painted finish to match existing storefront system
- Exterior vision glass: 1", insulated, blue/green tinted, low-e, tempered (to match existing glass make up as closely as possible)
- Shop drawings generated in-house by H.J. Martin & Son, Inc.
- Standard manufacturer's test reports (available upon request)
- Field measurements prior to fabrication
- Applicable Taxes

Exclusions:

- Final Cleaning, Jobsite Protection, Temporary Enclosures, Wood blocking, Mirrors
- Filling-in of nail holes and/or painting of screws in glass stops of wood or hollow metal doors & frames
- All work with brake metal flashings, trims and/or closures not specified above
- Finish door cylinders and cores
- Interior finish caulk bead
- Disconnecting & reconnecting of existing automatic swing door operator (to be by others)
- Special field water/air testing by an independent testing agency
- P.E. stamp by an engineer licensed in the state of WI
- Mock-ups

- Rough electrical feeds by others
- Performance and Payment Bond (if req'd, please add 2%)

Alternates:

- N/A

Notes:

- Site visit
- Addendums noted: N/A

If this contract is acceptable, sign below and return within 30 days of its date. Upon acceptance, this agreement is a binding contract. No merchandise may be returned for credit without prior written approval, and, will be subject to a 20% handling charge. Payments using a credit card may be subject to a 3.5% fee. No credit will be allowed on claims of error or shortage unless reported immediately. Unpaid invoices are subject to a 1.5% service charge with an annual rate of 18%. This agreement includes Additional Terms and Conditions set forth on its face or subsequent side.

Proposed By: Shane Whelchel Phone: 920-321-3011 Email: s.whelchel@hjmartin.com
Accepted By: _____ Date: _____

ADDITIONAL TERMS AND CONDITIONS OF AGREEMENT

1. GENERAL. All sales of H. J. Martin & Son, Inc. (hereafter "Company") are subject to the following terms and conditions. Company objects to the inclusion of any different and/or additional terms proposed by Purchaser. Unless Company accepts any such different terms and/or additional terms in writing, Purchaser's acceptance of Company's delivery of labor and/or materials shall conclusively constitute Purchaser's acceptance of Company's terms and conditions herein.
2. FORCE MAJEURE. Company shall not be responsible for delays or defaults where occasioned by any causes of any kind and extent beyond its control, including, but not limited to, armed conflict or economic dislocation resulting therefrom; embargoes; shortages of labor, raw materials, production facilities or transportation; labor difficulties; civil disorders of any kind; action of civil or military authorities (including priorities and allocations); fire, flood, storm, accident or any act of God, or other causes beyond Company's control.
3. SECURITY OF MATERIALS. Purchaser will receive, and properly protect from all damage and loss, the materials necessary for carrying out this contract, and allow reasonable use of light, heat, water, power, available elevators, hoists, and other facilities required to further this agreement.
4. PROJECT SITE CONDITIONS. Surfaces on which the materials are to be applied shall be given to Company to work on at one time so that the work will not be interrupted. The surfaces shall be clean, dry, accessible and suitable for receiving our work. All electrical fixtures and other obstructions shall be removed at the expense of the Purchaser. Installations will not be performed at a temperature of less than 60 degrees Fahrenheit for flooring and 55 degrees Fahrenheit for drywall, from time of starting until completion of contract.
5. SPECIFICATIONS AND ALTERATIONS. Company shall not be responsible for any damages or expenses resulting from specifications not conforming to the requirements of the law. No credit or allowance shall be made for alterations, unless such credit or allowances has been agreed to by seller in writing before such alterations are made.
6. LABOR. Expenses of sending labor to the job on Purchaser's notification before surfaces are ready for the application of materials as agreed, or expenses due to any delays for which Purchaser may be responsible during the progress of the work, shall be borne by Purchaser. Work called for herein is to be performed during regular working hours. Overtime rates for all work performed outside such hours, will be paid by Purchaser.
7. INVOICING AND PAYMENT. The terms of payment are specified on the first page herein. Purchaser shall pay all costs of Company, including reasonable attorney's fees and court costs incurred by Company in collection of past due amounts from Purchaser.
8. TAXES. Any sales, excise, processing or any direct tax imposed upon the manufacture, sale or application of materials supplied in accordance with this proposal or any contract based thereon shall be added to the contract price.
9. DAMAGES. Any damage after completion, not caused by Company, will be the sole responsibility of Purchaser. Any expense incurred by Company for insurance or bond to cover liability under any "hold harmless" or "indemnify" clause or clause of a similar nature in any contract, specifications, letter or acceptance notice which in any way requires Company to assume any liability which is not imposed by law shall be paid by Purchaser. Company shall not be responsible for any damages to Purchaser, including compensatory, punitive, consequential, incidental, intentional, nominal or multiple damages.
10. RIGHT AND TITLE TO MERCHANDISE. The title and right of possession of the merchandise sold hereunder shall remain with Company, and such merchandise shall remain personal property until all payments hereunder (including deferred payments whether evidenced by note or otherwise) shall have been made in full in cash. Purchaser agrees to do all acts necessary to perfect and maintain such security interests and rights in Company.
11. DISCLAIMER OF CONSEQUENTIAL DAMAGES. In no event shall company be liable for consequential damages arising out of or in connection with this agreement, including without limitation, breach of any obligation imposed on Company hereunder or in connection herewith. Consequential damages for purposes hereof shall include, without limitation, loss of use, income or profit, or losses sustained as the result of injury (including death) to any person or loss of or damage to property (including without limitation property handled or processed by the use of product). Buyer shall indemnify Company against all liability, cost or expense which may be sustained by Company on account of any such loss, damage or injury.
12. WARRANTY. Pursuant to the warranty, if any, of a manufacturer, manufacturer's liability is limited to replacing any materials proved to be defective, provided, however, notice of the defective materials has been provided to manufacturer pursuant to any warranty thereof, if any, prior to said defective product being installed or used. The manufacturer's warranty, if any, does not apply to any materials which have been subject to misuse, mishandling, misapplication, neglect (including but not limited to improper maintenance or storage), accident, modification or adjustment. All claims made by Purchaser for breach of warranty, either express or implied shall be made within sixty (60) days after completion. There are no representations, promises, warranties, or agreements not expressed set forth herein.
13. CONSTRUCTION LIEN NOTICE. **IN THE EVENT WE ARE THE PRIME CONTRACTOR UNDER SEC. 779.02(2)(a), WIS. STATS., OR, THE SUBCONTRACTOR UNDER SEC. 779.02(2)(b), WIS. STATS., AS REQUIRED BY WISCONSIN CONSTRUCTION LIEN LAW, COMPANY HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO COMPANY, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER. FOR THOSE WHO GIVE THE OWNER NOTICE WITHIN SIXTY (60) DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY. COMPANY AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.**
14. GOVERNING LAW, VENUE AND SEVERABILITY. This agreement shall be construed under and in accordance with the laws of the State of Wisconsin. The parties hereby consent to exclusive venue and personal jurisdiction in Brown County, Wisconsin for all disputes arising out of this agreement. If any provision of this agreement is invalid or unenforceable, the invalid or unenforceable provision should not affect any other provisions and this agreement shall be construed as if the invalid or unenforceable provisions have been omitted.

Front Entrance Proposal

Ellerman Glass



Ellerman Glass LLC
2507 Marshall St.
Manitowoc, WI 54220
920-682-3211 phone
920-682-6910 fax
brian@ellermanglass.com
www. Ellermanglass.com

Date: 4/20/2022

PROPOSAL

To:	Lester Public Library	Phone:	
Street:	1001 Adams St	Fax:	
City:	Two Rivers	State:	WI
		E-mail:	lkrall@lesterlibrary.org
Job Name:	Front Entrance	Contact:	Lisa Krall
Job Location:		Cell:	920-793-7106

***** This Proposal Includes *****

Labor and material to provide the following:

Aluminum Doors, Frame and Glass:

(1) 167" x 120" 451/451T frame with (1) 84" x 84" pair, side-lites and transom

- Narrow stile doors with 10" bottom rails

- Continuous hinges - black
- 1786 rim exit devices – dark bronze
- RM-86 removable mullion
- CO9 pulls - black
- (1) DC4116 surface mounted closer – black painted
- Threshold
- Sweeps
 - #29 Black anodized finish for doors and frame
 - 1" Green tint insulated units, tempered as required

Automatic Operator (to replace existing)

This portion of job to be sub-contracted to Automatic Entrances of Wisconsin

Material and labor to install (1) Stanley Magic Force door operator

Door will be activated by wall mounted radio controlled push plates

Work by others

115VAC 5AMP to the operator header

Total \$ 19,994.00

**** This proposal may be withdrawn by Ellerman Glass if not accepted within 60 days ****

Estimator: Brian Schermetzler

Acceptance of Proposal

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified.

Signature _____

Date of Acceptance _____

Front Entrance Proposal

Tri City Glass & Door



The Right Product. The Right Way. ®



2801 N. Roemer Rd.
Appleton, WI 54911
920.734.9164
800.449.8081
F 920.734.1096

1811 E Mason St.
Green Bay, WI 54302
920.468.7820
800.242.8177
F 920.468.5337

Proposal

Replying to subject inquiry, we are pleased to quote as follows; and unless otherwise agreed in writing, the conditions constitute a part of the quotation.

To: Lester Public Library
Attn: Lisa Krall
Phone: 920-793-7106
Email: lkrall@lesterlibrary.org

Job: Entrance Replacement
Location: Two Rivers, WI

****This Proposal Valid for 30 Days from April 20, 2022****
****Terms: 50% down payment, balance upon completion****

We propose to remove existing entrance, then furnish and install new dark bronze anodized aluminum entrance. Framing to be Tubelite T14000 Series thermally broken flush glaze system. Doors to be medium stile with offset pulls, concealed vertical rod panics, **continuous hinges**, one new DH416 closer, reuse one LCN pneumatic closer, sweeps, threshold and weather stripping. Glass to be 1" clear Low-E insulating units, tempered where required by code.

Scope of work

(1) 3W x 3H @ 169" x 119 3/4" frame with one pair of 7'0" x 7'0" doors.

Current lead times for dark bronze is about 6 weeks

Total furnished and installed
(For a Sum Of) **\$14,800.00**

Option: Add \$1800 for Military Blue painted material and solar blue glass. Lead time is about 19-21 weeks

Notes:

- 1) All sealants and flashings needed at our work are included
- 2) Per attached drawing
- 3) Please understand that Tri City Glass will take every precaution possible during the removal and installation process of your new product. However, there is a possibility of damage to the flooring and walls with this removal. T/C's quote does not include any patching/ replacing/repairing of existing flooring, patching painting of existing walls.

Additional insurance requirements beyond our standard will result in additional costs

Rick Karoses

Estimator: Rick Karoses
Rickk@tricityglass-door.com

Acceptance of this proposal by Buyer shall be acceptance of all terms and conditions recited herein which shall supersede any conflicting term in any other contract document. Any of the Buyer's terms and conditions in addition or different from this proposal are objected to and shall have no effect. Buyer's agreement herewith shall be evidenced by Buyer's signature hereon or by permitting Seller to commence work for project.

As required by the Wisconsin Construction Lien Law, builder hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the above signed builder, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to his mortgage lender, if any. Builder agrees to cooperate with the owner and his lender, if any, to see that all potential lien claimants are duly paid.

Date of Acceptance: _____

Signature: _____

TRICITY GLASS & DOOR, INC.

CONDITIONS OF PROPOSAL

NOTE: This proposal may be withdrawn by us if not accepted within **THIRTY** days. All material is guaranteed to be as specified. All work to be completed in workmanlike manner according to standard practices. Any alterations or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and builders risk insurance. Our workers are fully covered by Workmen's Compensation Insurance.

- Nothing in this subcontract agreement shall require Seller to continue performance if timely payments are not made to Seller for suitably performed work or stored materials.
- Owner, Contractor and Tenant agree to allow Tri City Glass & Door to remove materials provided and installed by Tri City Glass & Door that have not been paid for within the specified payment terms detailed on the reverse side of this proposal. All parties further agree that any damage or security breach to the building resulting from the removal of the materials, which were provided, will be the responsibility of the party who was/is responsible for the payment of the materials.
- Nothing in this agreement shall serve to void Seller's right to file a lien or claim on its behalf in the event that any payment to Seller is not timely made.
- Locating of plumbing and electrical concealed in existing walls by owner/contractor. We are not responsible for damage caused if plumbing/electrical has not been properly located and marked prior to our drilling or anchoring.
- Various chemicals will damage aluminum and glass (uncured masonry, plaster, masonry cleaning acid, etc.). It is the owners/contractors responsibility to protect products from damage after installation.
- It is understood that if you use your own contract form, the conditions of this quotation fully apply unless specifically written out and mutually agreed upon.
- 25% restocking charge for inventory items.
- No returns on special order purchases or custom fabricated items.
- All homes and daycare facilities built prior to 1978 require lead safe work practices. Please inform us if your building was built prior to 1978.

THE FOLLOWING ARE NOT INCLUDED AND ARE TO BE THE OWNERS/CONTRACTORS RESPONSIBILITY:

- | | |
|---|---|
| • Building permit (if required) | • Final painting of steel doors and frames* |
| • Temporary barricades (traffic, weather or theft) | *We will not be responsible for finish quality caused by the use of dark or high gloss paint, Special prep will be required by others when these paints are used. |
| • Any work done on the owners glass will be done at owners risk | • Exterior steel doors should be painted in a "LIGHT" semi-gloss color to prevent THERMOBOW and PREMATURE RUSTOUT. |
| • Electrical hook-up to door hardware if applicable | |
| • Final cleaning of glass and aluminum | |
| • Does not include removal or reinstallation of any security systems, buzzers, etc., unless noted otherwise | |
| • Delivery to jobsite Includes transportation to jobsite only, not unloaded or spotted | |



LESTER PUBLIC LIBRARY

1001 Adams Street Two Rivers, WI 54241 (920)-793-8888 www.lesterlibrary.org

RESOLUTION OF GRATITUDE

*Thanking Rick Henrickson for Outstanding Service as a member
of the Lester Public Library Board of Trustees*

WHEREAS, Rick Henrickson provided nineteen years of outstanding service as a member of the Library Board of Trustees for the years 2003 through 2022.

WHEREAS, Rick Henrickson provided outstanding service as Manitowoc County Board Supervisor Representative to the Lester Public Library Board of Trustees for years 2003 through 2022.

NOW, THEREFORE, BE IT RESOLVED, by the Lester Public Library Board of Trustees to express its appreciation to Rick Henrickson for his exceptional leadership and membership of the Library Board of Trustees; and

BE IT FURTHER RESOLVED, that Mr. Henrickson be provided with a copy of this resolution.

Adopted this 10th day of May, 2022



LESTER PUBLIC LIBRARY

1001 Adams Street Two Rivers, WI 54241 (920)-793-8888 www.lesterlibrary.org

RESOLUTION OF GRATITUDE

*Thanking Larry Thomas for Outstanding Service as a member
of the Lester Public Library Board of Trustees*

WHEREAS, Larry Thomas provided outstanding service as a member of the Library Board of Trustees for the years 2013 through 2022.

WHEREAS, Larry Thomas provided exceptional leadership as President of the Lester Public Library Board of Trustees for year 2021-2022.

NOW, THEREFORE, BE IT RESOLVED, by the Lester Public Library Board of Trustees to express its appreciation to Larry Thomas for his leadership and membership of the Lester Public Library Board of Trustees; and

BE IT FURTHER RESOLVED, that Mr. Thomas be provided with a copy of this resolution.

Adopted this 10th day of May, 2022
