



**TWO
RIVERS**
WISCONSIN

LIBRARY BOARD MEETING

Tuesday, November 8, 2022 at 6:00 PM

Community 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, Tracey Koach, Don Weiss, Ned Guyette, Mary Glaser, Katie Stone

3. PUBLIC COMMENT

4. APPROVAL OF BOARD MEETING MINUTES – Action Item

Last Meeting Date: October 11, 2022

5. RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS – Action Item

Date: October 2022

6. BOARD MEMBER COMMENT

8. DIRECTOR'S REPORT

9. COMMUNICATIONS

A. Library eLinks – Library's Monthly Online Newsletter

B. Thank you from B-3 Program (Wisconsin Birth to 3) to Terry Ehle, Youth Coordinator, for the purposeful playgroup program at the library.

10. REPORT FROM CITY COUNCIL REPRESENTATIVE

11. REPORT FROM SCHOOL DISTRICT REPRESENTATIVE

12. REPORT FROM COUNTY REPRESENTATIVE

13. UNFINISHED BUSINESS

A. COVID-19 Update

B. 2023 Library Budget

14. NEW BUSINESS

A. Programming Policy – New Policy

B. Strategic Plan Review

7. BOARD EDUCATION – None

15. 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

16. 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 Palmer called the meeting to order at 6:00 PM.
2. **ROLL CALL**
Board Members Present: David Pennefeather, Sharon Sleger, Katie Stone, Ned Guyette, Tracey Koach, Kathryn Gadd, and Stanley Palmer. Absent and Excused: Mary Glaser and Don Weiss.
Also present: Terry Ehle, Youth Services Coordinator; and Jeff Dawson, Director.
3. **PUBLIC COMMENT** – None
4. **APPROVAL OF BOARD MEETING MINUTES**
Motion to approve the minutes from the September 13, 2022 meeting made by Koach, second made by Guyette. Voice vote carried unanimously.
5. **RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS**
Motion to receive and file the expenditure and financial reports from September, 2022, made by Pennefeather, second made by Koach. Voice vote carried unanimously.
6. **BOARD MEMBER COMMENT**
Gadd noted the Silk Scarf craft program was great fun and full; she also appreciates the variety of youth programs at the library. Sleger agreed, the adult craft programs are very good and it is important to register early to ensure a seat.
7. **BOARD EDUCATION**
Terry Ehle, Youth Coordinator, presented a report on the 2022 Summer Reading Program and toured the Board through the new dramatic play environment – Camp ReadAlot.
8. **DIRECTOR'S REPORT**
Dawson fielded questions concerning his report.
9. **COMMUNICATIONS**
 - A. Library eLinks – October edition of the monthly online newsletter
 - B. Raider Reporter Article
 - C. Read Woke Online Reading Challenge Complaint
Dawson presented the complaint for Board review and discussion.
10. **REPORT FROM CITY COUNCIL REPRESENTATIVE**
City hired a new Public Works Director; 17th Street construction should be complete by the end of October; it is budget season for the City.
11. **REPORT FROM SCHOOL DISTRICT REPRESENTATIVE**
This month is National Principals Month and this week is School Lunch Appreciation Week; Friday is Professional Growth Day.

12. REPORT FROM COUNTY REPRESENTATIVE

November 16 the recycling center on Woodlawn will close for the season and Basswood will have new hours – M-F 7 to 4 and Sat. 8 to 12. Tonight, the County Executive is presenting his proposed budget to the County Board, October 31 is the public hearing at the Heritage Building in Manitowoc.

13. UNFINISHED BUSINESS

- A. COVID-19 Update provided by Dawson.
- B. Motion to approve the amended changes to the Collection Development Policy made by Koach, second made by Sleger. Voice vote carried unanimously.

14. NEW BUSINESS

- A. Motion to waive reading and adopt the Resolution of Gratitude for Tom Van Horn made by Guyette, second made by Gadd. Voice vote carried unanimously.
- B. Dawson presented the 2023 library budget for review.

15. BOARD EDUCATION – None

16. CLOSED EXECUTIVE SESSION - None

17. ADJOURNMENT

Motion to adjourn made by Koach, second made by Guyette. Voice vote carried unanimously.
Meeting adjourned at 8:08 PM.

Respectfully submitted by Jeff Dawson

CITY OF TWO RIVERS

Balance Sheet
October 31, 2022

LIBRARY FUND 280

ASSETS

280-11100	CASH	169,162.98	
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			169,612.98

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	.00	
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	50.84	
Total Liabilities			1,938.10

FUND EQUITY

Unappropriated Fund Balance:			
280-34100	FUND BALANCE UNRESERVED	7,681.13	
280-34110	ENCUMBRANCE-PRIOR YEARS	.00	
Revenue over Expenditures - YTD		159,993.75	
Total Fund Equity			167,674.88
Total Liabilities and Equity			169,612.98

CITY OF TWO RIVERS

BALANCE SHEET
OCTOBER 31, 2022

LIBRARY GIFT FUND 282

ASSETS

282-11100	CASH	(4,283.43)	
282-11301	SAVINGS ACCOUNT - BFN		.00	
282-11302	GENERAL FUND INVESTMENT		78,804.00	
282-13800	OTHER ACCOUNTS RECEIVABLE		.00	
TOTAL ASSETS				74,520.57

LIABILITIES AND EQUITY

LIABILITIES

282-21100	ACCOUNTS PAYABLE		.00	
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		(41,821.91)	
TOTAL FUND EQUITY				74,520.57
TOTAL LIABILITIES AND EQUITY				74,520.57

CITY OF TWO RIVERS

BALANCE SHEET

OCTOBER 31, 2022

LIBRARY BLDING & GROUNDS FUND 456

ASSETS

456-11100	CASH	24,037.00	
456-11301	INVESTMENTS	.00	
456-13800	OTHER ACCOUNTS RECEIVABLE	.00	
TOTAL ASSETS			24,037.00

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		(12,242.06)	
TOTAL FUND EQUITY			24,037.00
TOTAL LIABILITIES AND EQUITY			24,037.00

CITY OF TWO RIVERS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 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	0	171,579	171,601	22	100.01	172,339
TOTAL INTERGOVERNMENTAL REVE	0	171,579	171,601	22	100.01	172,339
<u>FINES & FORFEITURES</u>						
280-45300 LIBRARY BOOK FINES	125	2,000	1,892	(108)	94.61	1,574
TOTAL FINES & FORFEITURES	125	2,000	1,892	(108)	94.61	1,574
<u>CHARGES FOR SERVICE</u>						
280-46712 COPIER SERVICE FEES	317	6,500	4,172	(2,328)	64.18	1,940
TOTAL CHARGES FOR SERVICE	317	6,500	4,172	(2,328)	64.18	1,940
<u>MISCELLANEOUS REVENUE</u>						
280-48300 SALE OF PROP & EQUIP	407	2,500	2,123	(377)	84.90	1,724
280-48500 DONATIONS	0	48,845	15,000	(33,845)	30.71	10,000
280-48900 OTHER REVENUES	35	2,000	1,774	(226)	88.71	983
TOTAL MISCELLANEOUS REVENUE	442	53,345	18,897	(34,448)	35.42	12,708
<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	884	864,711	827,848	(36,863)	95.74	795,568

CITY OF TWO RIVERS
2022 MONTHLY GENERAL FUND REPORT
OCTOBER 31, 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	10,875	263,910	208,654	(55,256)	79.06	208,669
280-55110-1220 WAGES - FULLTIME	1,415	34,341	27,160	(7,181)	79.09	27,840
280-55110-1270 WAGES - PART TIME	5,228	129,272	100,777	(28,495)	77.96	95,983
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	925	22,962	17,659	(5,303)	76.91	18,337
280-55110-1320 FICA	1,269	33,618	25,075	(8,543)	74.59	24,568
280-55110-1330 HEALTH INSURANCE	6,113	55,020	48,906	(6,114)	88.89	51,029
280-55110-1333 HEALTH SAVINGS ACCT EXPENSE	0	0	0	0	.00	0
280-55110-1334 HEALTH INSURANCE OPT-OUT	385	10,000	7,308	(2,692)	73.08	6,461
280-55110-1340 LIFE INSURANCE	117	1,337	1,130	(207)	84.53	1,004
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	26,328	557,382	438,319	(119,063)	78.64	434,389
<u>CONTRACTUAL SERVICES</u>						
280-55110-2100 PROF SERV - CITY SERVICES	629	47,484	34,906	(12,578)	73.51	38,429
280-55110-2130 PROFESSIONAL SERVICES	660	6,000	4,989	(1,011)	83.16	5,483
280-55110-2200 TELEPHONE EXPENSE	0	1,200	863	(337)	71.95	978
280-55110-2210 ELECTRICITY	2,910	22,000	21,018	(982)	95.54	19,328
280-55110-2220 NATURAL GAS/HEAT	634	8,500	10,423	1,923	122.63	4,176
280-55110-2230 WATER EXPENSE	165	2,000	1,646	(354)	82.30	1,528
280-55110-2240 SEWER EXPENSE	62	750	583	(167)	77.76	424
280-55110-2250 STORMWATER EXPENSE	80	960	799	(161)	83.26	799
280-55110-2410 MAINTENANCE EQUIPMENT/VEH	978	24,993	13,648	(11,345)	54.61	20,657
280-55110-2450 EQUIPMENT NEW	0	10,800	7,575	(3,225)	70.14	6,200
280-55110-2910 PRINTING/ADVERTISING	0	1,500	751	(749)	50.04	2,000
280-55110-2930 TECHNOLOGY	46	21,000	9,790	(11,210)	46.62	18,893
280-55110-2950 DEBT ISSUANCE COSTS/PAYMENTS	1,076	12,908	9,681	(3,227)	75.00	10,757
TOTAL CONTRACTUAL SERVICES	7,239	160,095	116,674	(43,421)	72.88	129,652
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55110-3100 OFFICE SUPPLIES	30	5,000	3,389	(1,611)	67.78	913
280-55110-3110 POSTAGE	0	450	312	(138)	69.24	240
280-55110-3300 TRAVEL	510	2,284	1,094	(1,190)	47.91	737
280-55110-3560 LANDSCAPING	1,210	14,500	12,965	(1,535)	89.42	13,097
280-55110-3960 TECH PROC SUPPLIES	0	0	0	0	.00	3,383
TOTAL OP SUPPLIES/EXP	1,750	22,234	17,760	(4,474)	79.88	18,370

CITY OF TWO RIVERS
2022 MONTHLY GENERAL FUND REPORT
OCTOBER 31, 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	10,581	(2,819)	78.97	10,566
280-55110-5950 TRANSFER TO CAP PROJ FND	0	1,080	1,440	360	133.33	1,080
TOTAL FIXED CHARGES	0	14,480	12,021	(2,459)	83.02	11,646
TOTAL LIBRARY ADMINISTRATION	35,317	754,191	584,774	(169,417)	77.54	594,057
ADULT SERVICES						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55111-3230 PERIODICALS	220	4,600	4,224	(376)	91.83	3,822
280-55111-3400 NON-FICTION BOOKS	1,573	17,000	10,803	(6,197)	63.55	8,488
280-55111-3420 FICTION BOOKS	3,001	17,000	15,245	(1,755)	89.68	11,928
280-55111-3430 LARGE PRINT BOOKS	1,157	12,000	10,336	(1,664)	86.14	9,046
280-55111-3450 MOVIES	297	4,500	3,231	(1,269)	71.81	3,011
280-55111-3470 AUDIOBOOKS	324	4,400	2,992	(1,408)	68.00	2,303
280-55111-3480 MUSIC CD'S	0	500	11	(489)	2.26	85
280-55111-3510 PROGRAMS	56	3,000	1,410	(1,590)	46.99	388
TOTAL OP SUPPLIES/EXP	6,628	63,000	48,253	(14,747)	76.59	39,071
TOTAL ADULT SERVICES	6,628	63,000	48,253	(14,747)	76.59	39,071

CITY OF TWO RIVERS
2022 MONTHLY GENERAL FUND REPORT
OCTOBER 31, 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	376	(164)	69.58	287
280-55112-3400 NON-FICTION BOOKS	478	7,000	6,864	(136)	98.06	4,183
280-55112-3420 FICTION BOOKS	673	3,800	4,618	818	121.54	4,745
280-55112-3440 PAPERBACKS	101	1,600	534	(1,066)	33.35	713
280-55112-3450 MOVIES	30	2,500	477	(2,023)	19.06	393
280-55112-3470 AUDIOBOOKS	0	1,700	10	(1,691)	.56	0
280-55112-3510 PROGRAMS	528	11,980	11,503	(477)	96.02	9,013
280-55112-3530 JE BOOKS	836	6,000	5,720	(280)	95.33	4,413
TOTAL OP SUPPLIES/EXP	2,646	35,120	30,101	(5,019)	85.71	23,747
TOTAL CHILDREN'S SERVICES	2,646	35,120	30,101	(5,019)	85.71	23,747
REFERENCE						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55114-3400 NON-FICTION BOOKS	0	1,800	1,292	(508)	71.79	1,822
280-55114-3490 MICROFILM	0	4,100	75	(4,025)	1.83	0
TOTAL OP SUPPLIES/EXP	0	5,900	1,367	(4,533)	23.17	1,822
TOTAL REFERENCE	0	5,900	1,367	(4,533)	23.17	1,822

CITY OF TWO RIVERS
2022 MONTHLY GENERAL FUND REPORT
OCTOBER 31, 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	49	(151)	24.49	73
280-55115-3420 FICTION BOOKS	643	5,300	3,269	(2,031)	61.68	4,652
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	643	6,500	3,360	(3,140)	51.69	4,725
TOTAL YOUNG ADULT SERVICES	643	6,500	3,360	(3,140)	51.69	4,725
TOTAL LESTER LIBRARY EXP	45,234	864,711	667,855	(196,856)	77.23	663,422
NET REV OVER EXP	(44,350)	0	159,994	159,994	.00	132,146

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-11100 CASH					
		09/30/2022 (09/22) Balance	.00 *	.00 *	230,621.54
10/31/2022	CA	Cash Allocation - Created: 10/05/22 8:43 AM	718.70		
10/31/2022	CA	Cash Allocation - Created: 10/07/22 11:43 AM		-22,373.60	
10/31/2022	CA	Cash Allocation - Created: 10/12/22 3:48 PM	199.55		
10/31/2022	CA	Cash Allocation - Created: 10/14/22 9:54 AM		-2,650.18	
10/31/2022	CA	Cash Allocation - Created: 10/18/22 3:38 PM		-3,086.22	
10/31/2022	CA	Cash Allocation - Created: 10/20/22 10:40 AM		-758.00	
10/31/2022	CA	Cash Allocation - Created: 10/26/22 6:23 PM		-21,427.75	
10/31/2022	CA	Cash Allocation - Created: 10/27/22 5:18 PM		-1,210.64	
10/31/2022	CA	Cash Allocation - Created: 10/29/22 9:43 AM		-10,870.42	
		10/31/2022 (10/22) Period Totals and Balance	918.25 *	-62,376.81 *	169,162.98
280-11800 PETTY CASH ADVANCES					
		09/30/2022 (09/22) Balance	.00 *	.00 *	450.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	450.00
280-21910 UNUSED SICK LEAVE CREDITS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	1,887.26-
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	1,887.26-
280-29410 SALES TAX COLLECTN PYBLE					
		09/30/2022 (09/22) Balance	.00 *	.00 *	17.36-
10/03/2022	CR	LIBRARY - SALES TAX		-34.13	
		Description: LIBRARY - SALES TAX			
10/10/2022	CR	LIBRARY - SALES TAX		-6.98	
		Description: LIBRARY - SALES TAX			
10/13/2022	AP	Wisc Dept Of Revenue-DEBITMEMO	17.36		
		**Desc: Sept 2022 Sales Tax			
10/17/2022	CR	LIBRARY - SALES TAX		-5.89	
		Description: LIBRARY - SALES TAX			
10/24/2022	CR	LIBRARY - SALES TAX		-3.84	
		Description: LIBRARY - SALES TAX			
		10/31/2022 (10/22) Period Totals and Balance	17.36 *	-50.84 *	50.84-
280-34100 FUND BALANCE UNRESERVED					
		09/30/2022 (09/22) Balance	.00 *	.00 *	7,681.13-
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	7,681.13-
280-41110 GENERAL PROPERTY TAX					
		09/30/2022 (09/22) Balance	.00 *	.00 *	631,287.00-
		10/31/2022 (10/22) 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					
		09/30/2022 (09/22) Balance	.00 *	.00 *	171,601.00-
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	171,601.00-
YTD Encumbrance	.00	YTD Actual	171,601.00- Total	171,601.00- YTD Budget	171,579.00- Unearned
					22.00-

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance	
280-45300 LIBRARY BOOK FINES						
		09/30/2022 (09/22) Balance	.00 *	.00 *	1,767.13-	
10/03/2022	CR	LIBRARY - LIBRARY BOOK FINES		-2.00		
		Description: LIBRARY - LIBRARY BOOK FINES				
10/10/2022	CR	LIBRARY - LIBRARY BOOK FINES		-18.00		
		Description: LIBRARY - LIBRARY BOOK FINES				
10/17/2022	CR	LIBRARY - LIBRARY BOOK FINES		-7.40		
		Description: LIBRARY - LIBRARY BOOK FINES				
10/24/2022	CR	LIBRARY - LIBRARY BOOK FINES		-97.76		
		Description: LIBRARY - LIBRARY BOOK FINES				
		10/31/2022 (10/22) Period Totals and Balance	.00 *	-125.16 *	1,892.29-	
YTD Encumbrance	.00	YTD Actual	1,892.29- Total	1,892.29- YTD Budget	2,000.00- Unearned	107.71

280-46712 COPIER SERVICE FEES							
	09/30/2022 (09/22) Balance		.00 *		.00 *		3,854.49-
10/03/2022 CR	LIBRARY - LIBRARY SERVICE FEE				-174.00		
	Description: LIBRARY - LIBRARY SERVICE FEE						
10/10/2022 CR	LIBRARY - LIBRARY SERVICE FEE				-33.38		
	Description: LIBRARY - LIBRARY SERVICE FEE						
10/17/2022 CR	LIBRARY - LIBRARY SERVICE FEE				-59.29		
	Description: LIBRARY - LIBRARY SERVICE FEE						
10/24/2022 CR	LIBRARY - LIBRARY SERVICE FEE				-50.38		
	Description: LIBRARY - LIBRARY SERVICE FEE						
	10/31/2022 (10/22) Period Totals and Balance		.00 *		-317.05 *		4,171.54-
YTD Encumbrance	.00	YTD Actual	4,171.54-	Total	4,171.54-	YTD Budget	6,500.00-
						Unearned	2,328.46

280-48200 RENT-CITY PROPERTY									
		09/30/2022 (09/22) Balance			.00 *		.00 *		.00
		10/31/2022 (10/22) 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							
	09/30/2022 (09/22) Balance		.00 *		.00 *		1,715.69-
10/03/2022 AP	Lester Public Library Foundation		292.86				
	**Desc: Half of Fall Book Sale 2022						
10/03/2022 CR	LIBRARY - SALE-CITY PROPERTY				-508.57		
	Description: LIBRARY - SALE-CITY PROPERTY						
10/10/2022 CR	LIBRARY - SALE-CITY PROPERTY				-106.19		
	Description: LIBRARY - SALE-CITY PROPERTY						
10/17/2022 CR	LIBRARY - SALE-CITY PROPERTY				-58.57		
	Description: LIBRARY - SALE-CITY PROPERTY						
10/24/2022 CR	LIBRARY - SALE-CITY PROPERTY				-26.38		
	Description: LIBRARY - SALE-CITY PROPERTY						
	10/31/2022 (10/22) Period Totals and Balance		292.86 *		-699.71 *		2,122.54-
YTD Encumbrance	.00	YTD Actual	2,122.54-	Total	2,122.54-	YTD Budget	2,500.00-
						Unearned	377.46

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-48400 REFUND FOR PRIOR YEARS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
280-48500 DONATIONS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	15,000.00-
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.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					
		09/30/2022 (09/22) Balance	.00 *	.00 *	1,739.11-
10/10/2022 CR		LIBRARY - LIBRARY-MISCELLANEOUS		-35.00	
		Description: LIBRARY - LIBRARY-MISCELLANEOUS			
		10/31/2022 (10/22) Period Totals and Balance	.00 *	-35.00 *	1,774.11-
YTD Encumbrance	.00	YTD Actual	1,774.11-	Total	1,774.11-
		YTD Budget	2,000.00-	Unearned	225.89
280-49110 PROCEEDS FROM DEBT					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) 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					
		09/30/2022 (09/22) Balance	.00 *	.00 *	197,778.97
10/03/2022 JE		Reverse Month End Wage Accrual-September		-9,425.37	
10/07/2022 PC		PAYROLL TRANS FOR 10/1/2022 PAY PERIOD	10,150.40		
10/21/2022 PC		PAYROLL TRANS FOR 10/15/2022 PAY PERIOD	10,150.40		
		10/31/2022 (10/22) Period Totals and Balance	20,300.80 *	-9,425.37 *	208,654.40
YTD Encumbrance	.00	YTD Actual	208,654.40	Total	208,654.40
		YTD Budget	263,910.00	Unexpended	55,255.60
280-55110-1110 SALARIES-OTHER(FD&PD)					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) 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					
		09/30/2022 (09/22) Balance	.00 *	.00 *	25,744.63
10/03/2022 JE		Reverse Month End Wage Accrual-September		-1,226.46	
10/07/2022 PC		PAYROLL TRANS FOR 10/1/2022 PAY PERIOD	1,320.80		
10/21/2022 PC		PAYROLL TRANS FOR 10/15/2022 PAY PERIOD	1,320.80		
		10/31/2022 (10/22) Period Totals and Balance	2,641.60 *	-1,226.46 *	27,159.77
YTD Encumbrance	.00	YTD Actual	27,159.77	Total	27,159.77
		YTD Budget	34,341.00	Unexpended	7,181.23

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55110-1230 WAGES - PART TIME					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00	Unexpended .00
280-55110-1270 WAGES - PART TIME					
		09/30/2022 (09/22) Balance	.00 *	.00 *	95,549.38
10/03/2022 JE		Reverse Month End Wage Accrual-September		-4,560.53	
10/07/2022 PC		PAYROLL TRANS FOR 10/1/2022 PAY PERIOD	4,941.60		
10/21/2022 PC		PAYROLL TRANS FOR 10/15/2022 PAY PERIOD	4,846.86		
		10/31/2022 (10/22) Period Totals and Balance	9,788.46 *	-4,560.53 *	100,777.31
YTD Encumbrance	.00	YTD Actual 100,777.31 Total	100,777.31	YTD Budget 129,272.00	Unexpended 28,494.69
280-55110-1280 WAGES-LONGEVITY PAY					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) 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					
		09/30/2022 (09/22) Balance	.00 *	.00 *	16,733.57
10/03/2022 JE		Reverse Month End Wage Accrual-September		-791.22	
10/07/2022 PB		PAYROLL TRANS FOR 10/1/2022 PAY PERIOD	863.09		
10/21/2022 PB		PAYROLL TRANS FOR 10/15/2022 PAY PERIOD	853.59		
		10/31/2022 (10/22) Period Totals and Balance	1,716.68 *	-791.22 *	17,659.03
YTD Encumbrance	.00	YTD Actual 17,659.03 Total	17,659.03	YTD Budget 22,962.00	Unexpended 5,302.97
280-55110-1320 FICA					
		09/30/2022 (09/22) Balance	.00 *	.00 *	23,806.06
10/03/2022 JE		Reverse Month End Wage Accrual-September		-1,105.41	
10/07/2022 PB		PAYROLL TRANS FOR 10/1/2022 PAY PERIOD	1,188.87		
10/21/2022 PB		PAYROLL TRANS FOR 10/15/2022 PAY PERIOD	1,185.51		
		10/31/2022 (10/22) Period Totals and Balance	2,374.38 *	-1,105.41 *	25,075.03
YTD Encumbrance	.00	YTD Actual 25,075.03 Total	25,075.03	YTD Budget 33,618.00	Unexpended 8,542.97
280-55110-1330 HEALTH INSURANCE					
		09/30/2022 (09/22) Balance	.00 *	.00 *	42,792.96
10/07/2022 PB		PAYROLL TRANS FOR 10/1/2022 PAY PERIOD	3,056.64		
10/21/2022 PB		PAYROLL TRANS FOR 10/15/2022 PAY PERIOD	3,056.64		
		10/31/2022 (10/22) Period Totals and Balance	6,113.28 *	.00 *	48,906.24
YTD Encumbrance	.00	YTD Actual 48,906.24 Total	48,906.24	YTD Budget 55,020.00	Unexpended 6,113.76
280-55110-1331 HEALTH INSURANCE DEDUCTBL					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) 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
280-55110-1334 HEALTH INSURANCE OPT-OUT					
		09/30/2022 (09/22) Balance	.00 *	.00 *	6,923.16
10/07/2022	PC	PAYROLL TRANS FOR 10/1/2022 PAY PERIOD	192.31		
10/21/2022	PC	PAYROLL TRANS FOR 10/15/2022 PAY PERIOD	192.31		
		10/31/2022 (10/22) Period Totals and Balance	384.62 *	.00 *	7,307.78
YTD Encumbrance	.00	YTD Actual 7,307.78 Total 7,307.78	YTD Budget 10,000.00	Unexpended	2,692.22
280-55110-1340 LIFE INSURANCE					
		09/30/2022 (09/22) Balance	.00 *	.00 *	1,013.12
10/07/2022	PB	PAYROLL TRANS FOR 10/1/2022 PAY PERIOD	117.03		
		10/31/2022 (10/22) Period Totals and Balance	117.03 *	.00 *	1,130.15
YTD Encumbrance	.00	YTD Actual 1,130.15 Total 1,130.15	YTD Budget 1,337.00	Unexpended	206.85
280-55110-1350 OTHER BENEFITS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) 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					
		09/30/2022 (09/22) Balance	.00 *	.00 *	1,649.70
		10/31/2022 (10/22) 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					
		09/30/2022 (09/22) Balance	.00 *	.00 *	34,277.31
10/15/2022	AP	Municipal Elec Utilities of WI	629.13		
		**Desc: Regional Safety Program - Q4 2022 Program Fees			
		10/31/2022 (10/22) Period Totals and Balance	629.13 *	.00 *	34,906.44
YTD Encumbrance	.00	YTD Actual 34,906.44 Total 34,906.44	YTD Budget 47,484.00	Unexpended	12,577.56
280-55110-2130 PROFESSIONAL SERVICES					
		09/30/2022 (09/22) Balance	.00 *	.00 *	4,329.93
09/28/2022	AP	US Alliance Fire Protection Inc.	250.00		
		**Desc: 2022 Quarterly Inspection - Library			
09/30/2022	AP	Marco Technologies LLC	271.34		
		**Desc: Agreement 016-1603090-000 - Lib			
10/01/2022	AP	Unique	93.20		
		**Desc: Placements - Sept 2022			
10/24/2022	AP	4 K's Pest Control LLC	45.00		
		**Desc: Pest control - Library			
		10/31/2022 (10/22) Period Totals and Balance	659.54 *	.00 *	4,989.47
YTD Encumbrance	.00	YTD Actual 4,989.47 Total 4,989.47	YTD Budget 6,000.00	Unexpended	1,010.53

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55110-2140 BLDG MAINT CONTRACTS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) 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					
		09/30/2022 (09/22) Balance	.00 *	.00 *	863.38
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	863.38
YTD Encumbrance	.00	YTD Actual	863.38	Total	863.38
		YTD Budget	1,200.00	Unexpended	336.62
280-55110-2210 ELECTRICITY					
		09/30/2022 (09/22) Balance	.00 *	.00 *	18,107.80
10/18/2022 HJ		Harris Journal Entry	2,910.24		
		10/31/2022 (10/22) Period Totals and Balance	2,910.24 *	.00 *	21,018.04
YTD Encumbrance	.00	YTD Actual	21,018.04	Total	21,018.04
		YTD Budget	22,000.00	Unexpended	981.96
280-55110-2220 NATURAL GAS/HEAT					
		09/30/2022 (09/22) Balance	.00 *	.00 *	9,789.64
10/19/2022 AP		Wisconsin Public Service Corp	633.62		
		**Desc: LIBRARY			
		10/31/2022 (10/22) Period Totals and Balance	633.62 *	.00 *	10,423.26
YTD Encumbrance	.00	YTD Actual	10,423.26	Total	10,423.26
		YTD Budget	8,500.00	Unexpended	1,923.26-
280-55110-2230 WATER EXPENSE					
		09/30/2022 (09/22) Balance	.00 *	.00 *	1,480.50
10/18/2022 HJ		Harris Journal Entry	165.40		
		10/31/2022 (10/22) Period Totals and Balance	165.40 *	.00 *	1,645.90
YTD Encumbrance	.00	YTD Actual	1,645.90	Total	1,645.90
		YTD Budget	2,000.00	Unexpended	354.10
280-55110-2231 CIRCULATION SYSTEM					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) 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					
		09/30/2022 (09/22) Balance	.00 *	.00 *	521.40
10/18/2022 HJ		Harris Journal Entry	61.80		
		10/31/2022 (10/22) Period Totals and Balance	61.80 *	.00 *	583.20
YTD Encumbrance	.00	YTD Actual	583.20	Total	583.20
		YTD Budget	750.00	Unexpended	166.80
280-55110-2250 STORMWATER EXPENSE					
		09/30/2022 (09/22) Balance	.00 *	.00 *	719.37
10/18/2022 HJ		Harris Journal Entry	79.93		
		10/31/2022 (10/22) Period Totals and Balance	79.93 *	.00 *	799.30
YTD Encumbrance	.00	YTD Actual	799.30	Total	799.30
		YTD Budget	960.00	Unexpended	160.70

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55110-2410 MAINTENANCE EQUIPMENT/VEH					
		09/30/2022 (09/22) Balance	.00 *	.00 *	12,669.94
10/06/2022 JE		HAMBURG - Main	566.18		
10/06/2022 JE		KRALL - Main	145.21		
10/20/2022 AP		Veterans' Plumbing LLC	266.77		
		**Desc: Repair / Drinking Fountain - Lib			
		10/31/2022 (10/22) Period Totals and Balance	978.16 *	.00 *	13,648.10
YTD Encumbrance	.00	YTD Actual 13,648.10 Total	13,648.10	YTD Budget 24,993.00 Unexpended	11,344.90
280-55110-2430 EQUIPMENT REPAIRS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
280-55110-2450 EQUIPMENT NEW					
		09/30/2022 (09/22) Balance	.00 *	.00 *	7,575.07
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	7,575.07
YTD Encumbrance	.00	YTD Actual 7,575.07 Total	7,575.07	YTD Budget 10,800.00 Unexpended	3,224.93
280-55110-2910 PRINTING/ADVERTISING					
		09/30/2022 (09/22) Balance	.00 *	.00 *	750.62
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	750.62
YTD Encumbrance	.00	YTD Actual 750.62 Total	750.62	YTD Budget 1,500.00 Unexpended	749.38
280-55110-2930 TECHNOLOGY					
		09/30/2022 (09/22) Balance	.00 *	.00 *	9,743.71
10/06/2022 JE		EHLE - TECH	45.99		
		10/31/2022 (10/22) Period Totals and Balance	45.99 *	.00 *	9,789.70
YTD Encumbrance	.00	YTD Actual 9,789.70 Total	9,789.70	YTD Budget 21,000.00 Unexpended	11,210.30
280-55110-2950 DEBT ISSUANCE COSTS/PAYMENTS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	8,605.36
10/01/2022 AP		WPPI Energy	1,075.67		
		**Desc: Monthly Loan Payments			
		10/31/2022 (10/22) Period Totals and Balance	1,075.67 *	.00 *	9,681.03
YTD Encumbrance	.00	YTD Actual 9,681.03 Total	9,681.03	YTD Budget 12,908.00 Unexpended	3,226.97
280-55110-2960 DEBT PREMIUM					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) 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
280-55110-3100 OFFICE SUPPLIES					
		09/30/2022 (09/22) Balance	.00 *	.00 *	3,359.03
10/06/2022	JE	HAMBURG - Office Supplies	29.79		
		10/31/2022 (10/22) Period Totals and Balance	29.79 *	.00 *	3,388.82
YTD Encumbrance	.00	YTD Actual	3,388.82	Total	3,388.82
		YTD Budget	5,000.00	Unexpended	1,611.18
280-55110-3110 POSTAGE					
		09/30/2022 (09/22) Balance	.00 *	.00 *	311.56
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	311.56
YTD Encumbrance	.00	YTD Actual	311.56	Total	311.56
		YTD Budget	450.00	Unexpended	138.44
280-55110-3300 TRAVEL					
		09/30/2022 (09/22) Balance	.00 *	.00 *	584.48
10/06/2022	JE	EHLE - TRAVEL / DUE	267.00		
10/06/2022	JE	HAMBURG - Travel/Dues	242.88		
		10/31/2022 (10/22) Period Totals and Balance	509.88 *	.00 *	1,094.36
YTD Encumbrance	.00	YTD Actual	1,094.36	Total	1,094.36
		YTD Budget	2,284.00	Unexpended	1,189.64
280-55110-3500 BLDGS./GRNDS MAINT					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
280-55110-3560 LANDSCAPING					
		09/30/2022 (09/22) Balance	.00 *	.00 *	11,755.35
09/30/2022	AP	Cretton Enterprises Inc	1,209.97		
		**Desc: Sept 2022 Services - Library			
		10/31/2022 (10/22) Period Totals and Balance	1,209.97 *	.00 *	12,965.32
YTD Encumbrance	.00	YTD Actual	12,965.32	Total	12,965.32
		YTD Budget	14,500.00	Unexpended	1,534.68
280-55110-3700 STATE SALES TAX					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
280-55110-5200 INSURANCES					
		09/30/2022 (09/22) Balance	.00 *	.00 *	10,581.42
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	10,581.42
YTD Encumbrance	.00	YTD Actual	10,581.42	Total	10,581.42
		YTD Budget	13,400.00	Unexpended	2,818.58
280-55110-5950 TRANSFER TO CAP PROJ FND					
		09/30/2022 (09/22) Balance	.00 *	.00 *	1,440.00
		10/31/2022 (10/22) 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-

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55111-3230 PERIODICALS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	4,004.33
10/01/2022	AP	Nelson Media Company LLC	42.00		
		**Desc: Renewal 1 Year Subscription - Lib			
10/06/2022	JE	HAMBURG - A Mag	177.89		
		10/31/2022 (10/22) Period Totals and Balance	219.89 *	.00 *	4,224.22
YTD Encumbrance	.00	YTD Actual 4,224.22 Total	4,224.22	YTD Budget 4,600.00 Unexpended	375.78
280-55111-3240 REFERENCE					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) 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					
		09/30/2022 (09/22) Balance	.00 *	.00 *	9,230.24
10/06/2022	JE	HAMBURG - A Non Fic	1,572.82		
		10/31/2022 (10/22) Period Totals and Balance	1,572.82 *	.00 *	10,803.06
YTD Encumbrance	.00	YTD Actual 10,803.06 Total	10,803.06	YTD Budget 17,000.00 Unexpended	6,196.94
280-55111-3420 FICTION BOOKS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	12,243.42
10/06/2022	JE	HAMBURG - A Fic	3,001.38		
		10/31/2022 (10/22) Period Totals and Balance	3,001.38 *	.00 *	15,244.80
YTD Encumbrance	.00	YTD Actual 15,244.80 Total	15,244.80	YTD Budget 17,000.00 Unexpended	1,755.20
280-55111-3430 LARGE PRINT BOOKS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	9,179.18
10/01/2022	AP	Center Point Large Print	44.94		
		**Desc: Alp-Lib			
10/03/2022	AP	Center Point Large Print	24.57		
		**Desc: Alp-Lib			
10/06/2022	JE	HAMBURG - A Lg Print	1,087.61		
		10/31/2022 (10/22) Period Totals and Balance	1,157.12 *	.00 *	10,336.30
YTD Encumbrance	.00	YTD Actual 10,336.30 Total	10,336.30	YTD Budget 12,000.00 Unexpended	1,663.70
280-55111-3440 PAPERBACKS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
280-55111-3450 MOVIES					
		09/30/2022 (09/22) Balance	.00 *	.00 *	2,934.54
10/06/2022	JE	HAMBURG - A DVDs	296.85		
		10/31/2022 (10/22) Period Totals and Balance	296.85 *	.00 *	3,231.39
YTD Encumbrance	.00	YTD Actual 3,231.39 Total	3,231.39	YTD Budget 4,500.00 Unexpended	1,268.61

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55111-3460 VIDEO					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00	Unexpended .00
280-55111-3470 AUDIOBOOKS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	2,668.00
10/06/2022 JE		HAMBURG - A Audio	323.98		
		10/31/2022 (10/22) Period Totals and Balance	323.98 *	.00 *	2,991.98
YTD Encumbrance	.00	YTD Actual 2,991.98 Total	2,991.98	YTD Budget 4,400.00	Unexpended 1,408.02
280-55111-3480 MUSIC CD'S					
		09/30/2022 (09/22) Balance	.00 *	.00 *	11.29
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	11.29
YTD Encumbrance	.00	YTD Actual 11.29 Total	11.29	YTD Budget 500.00	Unexpended 488.71
280-55111-3510 PROGRAMS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	1,353.73
10/06/2022 JE		HAMBURG - A Prog	55.93		
		10/31/2022 (10/22) Period Totals and Balance	55.93 *	.00 *	1,409.66
YTD Encumbrance	.00	YTD Actual 1,409.66 Total	1,409.66	YTD Budget 3,000.00	Unexpended 1,590.34
280-55111-3530 JE BOOKS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00	Unexpended .00
280-55112-3230 PERIODICALS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	375.74
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	375.74
YTD Encumbrance	.00	YTD Actual 375.74 Total	375.74	YTD Budget 540.00	Unexpended 164.26
280-55112-3400 NON-FICTION BOOKS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	6,386.31
10/06/2022 JE		EHLE - J NON FIC	378.25		
10/14/2022 AP		Penworthy Company LLC, The	99.75		
		**Desc: Books JNF - Lib			
		10/31/2022 (10/22) Period Totals and Balance	478.00 *	.00 *	6,864.31
YTD Encumbrance	.00	YTD Actual 6,864.31 Total	6,864.31	YTD Budget 7,000.00	Unexpended 135.69

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55112-3420 FICTION BOOKS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	3,945.02
10/06/2022 JE		EHLE - J FIC	610.89		
10/14/2022 AP		Penworthy Company LLC, The	62.44		
		**Desc: Books JF - Lib			
		10/31/2022 (10/22) Period Totals and Balance	673.33 *	.00 *	4,618.35
YTD Encumbrance	.00	YTD Actual	4,618.35	Total	4,618.35
		YTD Budget	3,800.00	Unexpended	818.35-
280-55112-3440 PAPERBACKS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	433.00
10/06/2022 JE		EHLE - J PAP BACK	100.54		
		10/31/2022 (10/22) Period Totals and Balance	100.54 *	.00 *	533.54
YTD Encumbrance	.00	YTD Actual	533.54	Total	533.54
		YTD Budget	1,600.00	Unexpended	1,066.46
280-55112-3450 MOVIES					
		09/30/2022 (09/22) Balance	.00 *	.00 *	446.56
10/06/2022 JE		EHLE - J DVD	29.98		
		10/31/2022 (10/22) Period Totals and Balance	29.98 *	.00 *	476.54
YTD Encumbrance	.00	YTD Actual	476.54	Total	476.54
		YTD Budget	2,500.00	Unexpended	2,023.46
280-55112-3460 VIDEO					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
280-55112-3470 AUDIOBOOKS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	9.50
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	9.50
YTD Encumbrance	.00	YTD Actual	9.50	Total	9.50
		YTD Budget	1,700.00	Unexpended	1,690.50
280-55112-3510 PROGRAMS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	10,975.69
10/06/2022 JE		EHLE - J PROG	465.29		
10/06/2022 JE		HAMBURG - J Prog	30.61		
10/24/2022 AP		Lester Library Petty Cash	31.75		
		**Desc: Petty cash reimbursement			
		10/31/2022 (10/22) Period Totals and Balance	527.65 *	.00 *	11,503.34
YTD Encumbrance	.00	YTD Actual	11,503.34	Total	11,503.34
		YTD Budget	11,980.00	Unexpended	476.66
280-55112-3530 JE BOOKS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	4,883.18
10/06/2022 JE		EHLE - JEASY FIC	798.42		
10/14/2022 AP		Penworthy Company LLC, The	37.98		
		**Desc: Books JEF - Lib			
		10/31/2022 (10/22) Period Totals and Balance	836.40 *	.00 *	5,719.58
YTD Encumbrance	.00	YTD Actual	5,719.58	Total	5,719.58
		YTD Budget	6,000.00	Unexpended	280.42

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55113-5000 FIXED CHARGES					
09/30/2022 (09/22)		Balance	.00 *	.00 *	.00
10/31/2022 (10/22)		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					
09/30/2022 (09/22)		Balance	.00 *	.00 *	1,292.27
10/31/2022 (10/22)		Period Totals and Balance	.00 *	.00 *	1,292.27
YTD Encumbrance	.00	YTD Actual	1,292.27	Total	1,292.27
		YTD Budget	1,800.00	Unexpended	507.73
280-55114-3490 MICROFILM					
09/30/2022 (09/22)		Balance	.00 *	.00 *	74.90
10/31/2022 (10/22)		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					
09/30/2022 (09/22)		Balance	.00 *	.00 *	48.98
10/31/2022 (10/22)		Period Totals and Balance	.00 *	.00 *	48.98
YTD Encumbrance	.00	YTD Actual	48.98	Total	48.98
		YTD Budget	200.00	Unexpended	151.02
280-55115-3420 FICTION BOOKS					
09/30/2022 (09/22)		Balance	.00 *	.00 *	2,625.99
10/06/2022 JE	EHLE - YA FIC		642.93		
10/31/2022 (10/22)		Period Totals and Balance	642.93 *	.00 *	3,268.92
YTD Encumbrance	.00	YTD Actual	3,268.92	Total	3,268.92
		YTD Budget	5,300.00	Unexpended	2,031.08
280-55115-3440 PAPERBACKS					
09/30/2022 (09/22)		Balance	.00 *	.00 *	.00
10/31/2022 (10/22)		Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
280-55115-3470 AUDIOBOOKS					
09/30/2022 (09/22)		Balance	.00 *	.00 *	41.66
10/31/2022 (10/22)		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: 89 Number of accounts: 82			Debit	Credit	Proof
Total AUDIOBOOKS:			63,571.24	-80,713.56	17,142.32-

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
280-55115-3470 AUDIOBOOKS (continued)					
282-11100 CASH					
		09/30/2022 (09/22) Balance	.00 *	.00 *	3,982.39-
10/31/2022 CA		Cash Allocation - Created: 10/05/22 8:43 AM	50.00		
10/31/2022 CA		Cash Allocation - Created: 10/29/22 9:43 AM		-351.04	
		10/31/2022 (10/22) Period Totals and Balance	50.00 *	-351.04 *	4,283.43-
282-11301 SAVINGS ACCOUNT - BFN					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
282-11302 GENERAL FUND INVESTMENT					
		09/30/2022 (09/22) Balance	.00 *	.00 *	78,804.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	78,804.00
282-34100 FUND BALANCE UNRESERVED					
		09/30/2022 (09/22) Balance	.00 *	.00 *	116,342.48-
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	116,342.48-
282-48100 INTEREST INCOME					
		09/30/2022 (09/22) Balance	.00 *	.00 *	29.41
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	29.41
YTD Encumbrance	.00	YTD Actual 29.41 Total 29.41	YTD Budget .00	Unearned 29.41	
282-48110 INTEREST ON INVESTMENTS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	23,503.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	23,503.00
YTD Encumbrance	.00	YTD Actual 23,503.00 Total 23,503.00	YTD Budget 25,000.00-	Unearned 48,503.00	
282-48500 DONATIONS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	5,189.30-
10/03/2022 CR		LIBRARY - DONATIONS-GIFT FUND		-50.00	
		Description: LIBRARY - DONATIONS-GIFT FUND			
		10/31/2022 (10/22) Period Totals and Balance	.00 *	-50.00 *	5,239.30-
YTD Encumbrance	.00	YTD Actual 5,239.30- Total 5,239.30-	YTD Budget 5,000.00-	Unearned 239.30-	
282-48510 FOUNDATION DONATION					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget 37,845.00-	Unearned 37,845.00	
282-55110-5970 TRANSFER TO OTHER FUNDS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	20,000.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	20,000.00
YTD Encumbrance	.00	YTD Actual 20,000.00 Total 20,000.00	YTD Budget .00	Unexpended 20,000.00-	

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
282-55110-7004 ADULT GIFT					
		09/30/2022 (09/22) Balance	.00 *	.00 *	316.45
10/06/2022	JE	HAMBURG - A Gift	16.30		
		10/31/2022 (10/22) Period Totals and Balance	16.30 *	.00 *	332.75
YTD Encumbrance	.00	YTD Actual	332.75	Total	332.75
		YTD Budget	2,000.00	Unexpended	1,667.25
282-55110-7005 MEYER FOUNDATION					
		09/30/2022 (09/22) Balance	.00 *	.00 *	1,020.39
10/06/2022	JE	HAMBURG - Meyer Fdn	34.98		
		10/31/2022 (10/22) Period Totals and Balance	34.98 *	.00 *	1,055.37
YTD Encumbrance	.00	YTD Actual	1,055.37	Total	1,055.37
		YTD Budget	700.00	Unexpended	355.37-
282-55110-7006 ADULT GRANT					
		09/30/2022 (09/22) Balance	.00 *	.00 *	119.14
		10/31/2022 (10/22) 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					
		09/30/2022 (09/22) Balance	.00 *	.00 *	1,721.78
10/06/2022	JE	EHLE - J GIFT	299.76		
		10/31/2022 (10/22) Period Totals and Balance	299.76 *	.00 *	2,021.54
YTD Encumbrance	.00	YTD Actual	2,021.54	Total	2,021.54
		YTD Budget	2,000.00	Unexpended	21.54-
282-55110-7009 YOUTH GRANT					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
Number of transactions: 6 Number of accounts: 14					
			Debit	Credit	Proof
Total LIBRARY GIFT FUND:			401.04	-401.04	.00

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
282-55110-7009 YOUTH GRANT (continued)					
456-11100 CASH					
		09/30/2022 (09/22) Balance	.00 *	.00 *	23,991.60
10/31/2022 CA		Cash Allocation - Created: 10/05/22 8:43 AM	10.00		
10/31/2022 CA		Cash Allocation - Created: 10/12/22 3:48 PM	23.00		
10/31/2022 CA		Cash Allocation - Created: 10/18/22 3:38 PM	12.40		
		10/31/2022 (10/22) Period Totals and Balance	45.40 *	.00 *	24,037.00
456-11301 INVESTMENTS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
456-34100 FUND BALANCE UNRESERVED					
		09/30/2022 (09/22) Balance	.00 *	.00 *	36,279.06-
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	36,279.06-
456-48500 DONATIONS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	180,162.53-
10/03/2022 CR		LIBRARY - DONATIONS-BUILDING FUNDS		-10.00	
		Description: LIBRARY - DONATIONS-BUILDING FUNDS			
10/10/2022 CR		LIBRARY - DONATIONS-BUILDING FUNDS		-23.00	
		Description: LIBRARY - DONATIONS-BUILDING FUNDS			
10/17/2022 CR		LIBRARY - DONATIONS-BUILDING FUNDS		-12.40	
		Description: LIBRARY - DONATIONS-BUILDING FUNDS			
		10/31/2022 (10/22) Period Totals and Balance	.00 *	-45.40 *	180,207.93-
YTD Encumbrance	.00	YTD Actual 180,207.93- Total	180,207.93-	YTD Budget .00	Unearned 180,207.93-
456-48900 OTHER REVENUES					
		09/30/2022 (09/22) Balance	.00 *	.00 *	.00
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00	Unearned .00
456-49210 TRANSFER FROM OTHER FUNDS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	20,000.00-
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	20,000.00-
YTD Encumbrance	.00	YTD Actual 20,000.00- Total	20,000.00-	YTD Budget .00	Unearned 20,000.00-
456-51600-8170 CO - OTHER IMPROVEMENTS					
		09/30/2022 (09/22) Balance	.00 *	.00 *	212,449.99
		10/31/2022 (10/22) Period Totals and Balance	.00 *	.00 *	212,449.99
YTD Encumbrance	.00	YTD Actual 212,449.99 Total	212,449.99	YTD Budget .00	Unexpended 212,449.99-
Number of transactions: 6 Number of accounts: 7			Debit	Credit	Proof
Total CO - OTHER IMPROVEMENTS:			45.40	-45.40	.00
Number of transactions: 123 Number of accounts: 230			Debit	Credit	Proof
Grand Totals:			86,321.68	-86,321.68	.00

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
456-51600-8170 CO - OTHER IMPROVEMENTS (continued)					

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

Giving thanks

As Thanksgiving approaches, we pause to reflect on everything we're grateful for. We want you to know how much we appreciate the confidence you've placed in Edward Jones. We're grateful for your business, and we value the relationship we've built together.

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

\$81,823.25

1 Month Ago	\$78,803.88
1 Year Ago	\$150,260.59
3 Years Ago	\$371,368.58
5 Years Ago	\$290,479.20

Value Summary

	This Period	This Year
Beginning value	\$78,803.88	\$150,357.17
Assets added to account	0.00	0.00
Assets withdrawn from account	0.00	-48,050.00
Fees and charges	-79.57	-1,044.06
Change in value	3,098.94	-19,439.86
Ending Value	\$81,823.25	

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

Asset Details (as of Oct 28, 2022)

additional details at www.edwardjones.com/access

Assets Held At Edward Jones

	Current Yield/Rate	Beginning Balance	Deposits	Withdrawals	Ending Balance
Money Market	2.29%*	\$4.28	—	—	\$4.28

* The average yield on the money market fund for the past seven days.

Exchange Traded & Closed End Funds	Price	Quantity	Cost Basis	Unrealized Gain/Loss	Value
Vanguard FTSE All-World Ex US	97.14	8	1,003.60	-226.48	777.12
Mutual Funds	Price	Quantity	Cost Basis	Unrealized Gain/Loss	Value
Artisan INTL Small-Mid I	15.14	53.055	909.11	-105.86	803.25
Bridge Builder Core Bond	8.63	1,800.708	18,354.29	-2,814.18	15,540.11

Asset Details (continued)

Mutual Funds	Price	Quantity	Cost Basis	Unrealized Gain/Loss	Value
Bridge Builder Core Plus Bond	8.54	2,297.279	23,279.63	-3,660.87	19,618.76
Bridge Builder INTL Equity	9.95	947.417	10,708.89	-1,282.09	9,426.80
Bridge Builder Large Growth	17.64	510.574	7,954.83	1,051.70	9,006.53
Bridge Builder Large Value	15.86	708.056	8,651.85	2,577.92	11,229.77
Bridge Builder Small/Mid Grw	12.18	203.284	2,888.90	-412.90	2,476.00
Bridge Builder Small/Mid Value	13.31	259.263	2,829.62	621.17	3,450.79
Dfa International Value I	16.30	99.623	1,954.61	-330.76	1,623.85
JPM U.S. Govt Mny Mkt Capital	1.00	1,133.5	—	—	1,133.50
MainStay Mackay High Yd Cp R6	4.90	867.859	4,775.28	-522.77	4,252.51
Principal Midcap R6	32.10	77.258	2,866.27	-386.29	2,479.98
Total Account Value					\$81,823.25

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)	5,699.27
Total	\$5,449.35

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

Investment and Other Activity by Date

Date	Description	Quantity	Amount
10/03	Dividend on JPM U.S. Govt Mny Mkt Capital on 1,210.78 Shares at Daily Accrual Rate		\$2.29
10/03	Reinvestment into JPM U.S. Govt Mny Mkt Capital @ 1.00	2.29	-2.29
10/03	Dividend on Bridge Builder Core Bond on 1,795.826 Shares at Daily Accrual Rate		42.67
10/03	Reinvestment into Bridge Builder Core Bond @ 8.74	4.882	-42.67
10/03	Dividend on Bridge Builder Large Value on 704.181 Shares @ 0.078		55.07
10/03	Reinvestment into Bridge Builder Large Value @ 14.21	3.875	-55.07
10/03	Dividend on Bridge Builder Core Plus Bond on 2,290.773 Shares at Daily Accrual Rate		56.21
10/03	Reinvestment into Bridge Builder Core Plus Bond @ 8.64	6.506	-56.21
10/03	Dividend on MainStay Mackay High Yd Cp R6 on 863.731 Shares @ 0.022		19.69

Investment and Other Activity by Date (continued)

Date	Description	Quantity	Amount
10/03	Reinvestment into MainStay Mackay High Yd Cp R6 @ 4.77	4.128	-19.69
10/07	Redeemed JPM U.S. Govt Mny Mkt Capital @ 1.00	-79.57	79.57
10/07	Program & Portfolio Strat Fees		-79.57

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

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	For hours, visit edwardjones.com	 edwardjones.com/access	 Edward Jones Personal MasterCard® 866-874-6711
 201 Progress Parkway Maryland Heights, MO 63043		 Edward Jones Online Support 800-441-5203	 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
October 2022**

News

- LPL hosted Healthiest Manitowoc County Developmental Screening Day, Tuesday, October 18. Appointments lasted about an hour and were offered from 9:00 AM-1:00 PM and 3:30-6:00 PM. Geared for children two months to five years of age. We had 18 registered and also accommodated walk-ins. The free screenings were conducted by trained developmental screeners.
- In Wisconsin Library System news: Tuesday, October 11, 2022 – Milton, Wis. – Walworth County became the third and final county to approve the merger of Arrowhead Library System (ALS) and Lakeshores Library System (LLS). The newly merged entity, Prairie Lakes Library System (PLLS), will take effect on January 1, 2023, and will serve the counties of Racine, Rock, and Walworth. "This merger process has been years in the making, really, but the last 10 months have been an intense stretch of research, planning, and collaboration," said Steve Platteter, director of Arrowhead Library System. **About Wisconsin Public Library Systems** - The creation of public library systems fostered the establishment of a strong network of resource-sharing and mutually beneficial interdependence. The creation and development of public library systems in Wisconsin were voluntary and gradual. No county or public library is required to be a member of a library system; yet, as of this writing, all of Wisconsin's 72 counties and more than 380 public libraries are library system members. Wisconsin's 16 public library systems developed in distinct ways in response to the needs of their member libraries and area residents. According to the statutes, two library systems may merge if approved by the System Boards of Trustees and the County Boards of Supervisors of the participating counties.
- Library staff responded to a reconsideration of library materials challenge for the book 'Tricks,' by Ellen Hopkins.
- The HVAC air handling unit for the air conditioner had two coils fail in August. Schaus Mechanical made the repairs early October.
- Eight cherry topped new board tables, funded via the American Rescue Plan Act (ARPA) in the amount of \$2824.00, arrived and are in the Webster Room.
- Ellerman Glass is estimating the front door repairs will be installed by Thanksgiving.

Library Foundation

- Lester Public Library Foundation met October 18th, Dawson put in the request for the annual allocation previously approved by the Foundation Board of \$47,286.
- The updated LPL Foundation webpage can be found on the library website under the 'About' tab - <https://www.lesterlibrary.org/about/library-foundation/>

Library Legislation – No Report

Activities

10/03/22 – Two Rivers City Council Meeting
10/04/22 – Lester Public Library Management Team Meeting
10/06/22 – Two Rivers Business Association Meeting
10/06/22 – Presented the 2023 Library budget to the City of Two Rivers Personnel and Finance Committee
10/07/22 – Help Desk Shift
10/08/22 – Attended Applefest
10/10/22 – Met with Lester Public Library Board of Trustees President, Stanley Palmer
10/11/22 – Took photos of the Two Rivers Fire Department Staff and new ladder truck
10/11/22 – Lester Public Library Board of Trustees Meeting
10/12/22 – Lester Public Library All Staff Meeting
10/12/22 – City Department Heads Meeting
10/12/22 – Community Conversation – City Clerk Jamie Jackson, Voting in Two Rivers
10/13/22 – City of Two Rivers Safety Committee Meeting
10/17/22 – Two Rivers City Council Meeting
10/18/22 – Lester Public Library Management Team Meeting
10/18/22 – Lester Public Library Foundation Board Meeting
10/19/22 – Educational Horizons Board Meeting
10/20/22 – LPL participated in the Two Rivers Senior Health & Information Fair
10/24/22 – Was the guest on WOMT Radio's Be My Guest
10/25/22 – Lester Public Library Management Team Meeting

Jeff Dawson, Director, Lester Public Library 11/01/2022

Lester Public Library Statistical Report

Oct-22

Circulation

	Oct 2022		Oct 2021		%Chng	2022 YTD		2021 YTD		%Chng
Circulation Total	9,552		9,368		2%	87,518		78,727		11%
Total Visitors	5,464		3,730		46%	42,870		21,650		98%
Users	Total	%Circ	Total	%Circ		Total	%Circ	Total	%Circ	
Children (0-11)	308	3%	594	6%	-48%	4,780	5%	4,934	6%	-3%
Young Adult (11-17)	308	3%	116	1%	166%	2,327	3%	1,902	2%	22%
Adult (18+)	7,705	81%	7,472	80%	3%	71,067	81%	64,135	81%	11%
Outreach	348	4%	393	4%	-11%	2,357	3%	725	1%	225%
School	131	1%	216	2%	-39%	1,369	2%	1,746	2%	-22%
ALL OTHERS	752	8%	577	6%	30%	5,583	6%	5,662	7%	-1%
Item Type	Total	%Circ	Total	%Circ		Total	%Circ	Total	%Circ	
Adult	5,453	57%	5,636	60%	-3%	53,520	61%	48,429	62%	11%
Youth	4,099	43%	3,732	40%	10%	33,998	39%	30,298	38%	12%
	Total	%Circ	Total	%Circ		Total	%Circ	Total	%Circ	
Self-check use	2,378	25%	2,524	27%	-6%	25,994	30%	13,532	17%	92%
Drive Through Use	632	7%	743	8%	-15%	6,507	7%	5,186	7%	25%

LARS ACTIVITY

Sent to LARS	2,330		2,384		-2%	22,607		25,327		-11%
Rec from LARS	1,436		1,359		6%	12,403		17,242		-28%
NEW REGISTRATIONS										
Total	48		51		-6%	333		285		17%
OVERDRIVE EBooks & Audiobooks										
Total	1571		1515		4%	16,222		15,853		2%

Information Services

	Oct 2022	Oct 2021	%Chng	2022 YTD	2021 YTD	%Chng
Walk-in	810	667	21%	6549	4387	49%
Phone	350	457	-23%	3199	8358	-62%
Mail	0	0	0%	0	0	
Electronic	250	99	153%	1083	1365	-21%
Reference Total	1410	1223	15%	10831	14110	-23%
PC Internet Use (Hours)	275	224	23%	1992.5	990	101%
Tablet Use (Hours)	13	0		64	0	
Computer Use Total	288	98	194%	2056.5	990	108%

Children's Programming

In-house Programs	19	9	111%	100	82	22%
In-house Attendance	842	512	64%	6866	5836	18%
Outreach Programs	7	5	40%	32	16	100%
Outreach Attendance	684	667	3%	3493	1031	239%

Young Adult Programs

In-house Programs	2	1	100%	13	15	-13%
In-house Attendance	95	24	296%	389	368	6%

Adult Programs

In-house Programs	8	3	167%	38	15	153%
In-house Attendance	99	27	267%	653	329	98%

Meeting Room Use

Bookings	7	1	600%	17	1	1600%
Attendance	55	1	5400%	120	1	11900%

LIBRARY CLOSED THURSDAY, NOVEMBER 24

Book drops are available 24/7 and are located at the back of the building.



High Winds [See more>](#)

LIBRARY eLINKS

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



Healthy human
population.



Vibrant
quality of life.



Thriving
species.



Protected and
restored habitats.



Clean air
and water.

OUR LAND. OUR WATER. OUR FUTURE.

Nature-based practices to build a resilient community

Two Rivers Environmental Advisory Board presents:

The Importance & Benefits of Trees

Wednesday, November 30 6:00 PM

Everybody loves trees. But the tremendous range of their impact is often overlooked. Trees aid the economy, boost air quality, contribute multiple benefits to our health, foster a strong social community, and support the overall health of the environment. Featuring Tracy Salisbury, regional urban forestry coordinator at Wisconsin Department of Natural Resources.



Other programs in the series include:



Green Infrastructure *Thursday, January 12*

Presented by Julia Noordyk, water quality and coastal communities specialist at University of Wisconsin Sea Grant Institute.

Status of our Waters *Tuesday, February 7*

Presented by Titus Seilheimer, fisheries specialist at UW Sea Grant Institute.

Storm Water Runoff & Storm Water Ponds *Thursday, March 9*

Presented by Nick Vande Hey, senior municipal & water resources engineer and vice president of McMahon Associates' environment & infrastructure division.

The Two Rivers Environmental Advisory Board works closely with city departments and committees when it comes to addressing natural resources and environmental issues, and in doing so, consults with a valuable network of experts. This infrastructure-meets-environment series features some of the committee's go-to consultants.

Programs for adults



Parks & Rec: 2023 and Beyond

Thursday, November 17 6:00 PM

Discuss current events and issues pertinent to our community. New Parks & Rec Director Mike Mathis describes facilities and programming, and discusses what's in the works to further contribute to quality of life in Two Rivers.



Bring a beverage and settle in for an evening of exchange in the comfortable atmosphere down near the library fireplace.





Worker Connection services available @ LPL

Mondays, November 14 & 28 • 10:00 AM-noon

Seeking a good job in our area? Gain insight from a career navigator. Explore career paths, get referrals, and focus on transferring your skills to high-paying, in-demand jobs. Get help developing individual plans that address training, transportation, childcare and other considerations. Meet-ups are part of the Department of Workforce Development Worker Connection program and take place the second and fourth Mondays of each month.



Online Resources

Thursday, Nov 10 • 10:15-Noon

Learn how to explore the more common resources: *Find a Grave*, *Ancestry*, *Family Search* and *Newspapers.com*. Presented by Susan Schlosser of the Manitowoc County Genealogical Society.

The club meets the second Thursday every month. New members *always* welcome!

Dec. 8 topic: Census Records.



Card Making Class

Monday, Nov 14 • 1:00-8:00 PM

Carolee Crabb provides instruction in creating handmade cards the second Monday of each month. Drop in any time during the session.

Cost is \$7 for materials. Bring double-stick tape and scissors. Meet in the library's Community Room.



Sharpie Mugs

Tuesday, Nov 29 • 6:00 PM

An evening of crafting with other adults. Decorate a mug in your own unique style.

Registration required; call (920)793-8888. Ages 18+

Catch a movie

Bring a beverage and we'll furnish the popcorn. For ages 18+



LPL Flix:
Top Gun: Maverick
Friday, Nov 4 • 1:00 PM

After 30 years, Maverick is still pushing the envelope as a top naval aviator, but must confront ghosts of his past when he leads Top Gun's elite graduates on a mission that demands the ultimate sacrifice from those chosen to fly it.

Rated PG-13. Runtime is 2:11.



International Film:
Little England
Tuesday, Nov 15 • 6:00 PM

An epic tale of lost love and a beautiful story of the love between sisters, set on the Greek island of Andros at the beginning of the 20th century.

Not rated. Runtime is 2:12.

Join a book club; new members welcome!



Book Discussion Group
Wednesday, Nov 2 • 4:00 PM

Meet the first Wednesday of each month to discuss a great book! Pick up the current selection at the front desk or drive-thru. *For adults 18+*

Selection: *The Midnight Library* by Matt Haig

Somewhere out beyond the edge of the universe there is a library that contains an infinite number of books, each one the story of another reality. One tells the story of your life as it is, along with another book for the other life you could have lived if you had made different choices. Faced with the possibility of changing her life for a new one, Nora Seed must search within herself to decide what is truly fulfilling in life, and what makes it worth living in the first place.

Dec 7 selection: *Eleanor Oliphant is Completely Fine* by Gail Honeyman.

Strictly Fiction Book Club
Monday, Nov 7 • 6:30 PM

Meet monthly to discuss books of different genres. Pick up the



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

Selection: *The Guest List* by Lucy Foley (*mystery*)

On an island off the coast of Ireland, guests gather to celebrate two people joining their lives together as one. As the champagne is popped and the festivities begin, resentments and petty jealousies begin to mingle with the reminiscences and well wishes. And then someone turns up dead.



Dec 5 selection: *All Systems Red* by Martha Wells (*science fiction*)

Accept the challenge!



Through December 17 for all ages.

Use [Beanstack](#), a web and mobile app, to participate in reading challenges. [Beanstack](#) makes it easy to register, track reading, and earn incentives.

Fall Reading Challenge (Ages 18+)

Read two books to earn an autumn magnetic bookmark and a yummy mulled cider mix that's perfect for fireside reading or a cozy get-together. Read up to six additional books to earn chances at \$25 in Chamber Bucks. The more you read, the better your odds!

Camp ReadAlot Challenge: Read On My Own (Ages 8-17)

Howdy, Campers! Are you up to the CHALLENGE? Log books that you read all by yourself, and that aren't way too easy for you. Earn fun prizes! Read seven books to complete the challenge.

Camp ReadAlot Challenge: Read to Me (Ages 0-7)

Hey Campers: Read with your grownups to earn fun prizes! Read 50 books to complete the challenge.

Youth programs





Fall dramatic play center is open!

There are so many benefits of dramatic play—it supports language development, self-regulation, conflict resolution, and the acquisition of math and literacy skills!

Our fall theme: Camp ReadAlot! Pretend to camp, make s'mores, visit the nature center, hike to the falls and check out the bear cave.



Story Time

Tuesdays • 10:15 AM

Weekly stories, movement, learning and FUN! Play-based learning starts your child off on the right foot for school and life, and it's never too early to start! Story Time activities embrace the five early literacy practices: read, sing, play, talk and write.

Stories are chosen for preschoolers but children of all ages are welcome. Story Time has no set ending time; take joy in the journey as you engage in process art and other hands-on activities.



Family Game Nights

Mondays • 6:00-7:30 PM

Bring the fam or meet up with friends for our weekly game night. All your favorites are here: Battleship, Chutes & Ladders, Old Maid and Go Fish, and lots

more. Bring drinks and we'll serve the popcorn. Pick a spot anywhere in the library to play—and make Mondays something to look forward to!



Open Art Saturday: Chalk Pastel Leaves

Saturday, Nov 5 • 10:30 AM-12:30 PM

Drop in to create art. There's no structured start and finish; work at your leisure. All supplies provided, and we're here to offer instruction. This month, use leaf templates to create art featuring gorgeous autumn colors. *Geared for school-aged children but younger siblings may participate with a grownup. No registration required.*

Take-home packs



Roll the Dice available now!

Pick up a new family pack the first of each month and take the opportunity to reconnect, refresh and refocus. Games, art and more. This month: a ton of different games to play with dice: Ship, Captain & Crew; Drop Dead Dice; and lots more! PLUS popcorn.

Get packs at the front desk or drive-thru while supplies last. No library card required.

Youth Art To Go

A new pack every other week.

Packs contain all the supplies you need for fun projects. Pick up while supplies last. No library card required. *Geared for school-aged children.*

- November 14: Leaf Silhouette Art
- November 28: Pop-up Holiday Flowers

Story Time To Go

A new pack every week.

Fun and educational packs 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! One pack per family per week while supplies last. Library card required. *Geared for ages six and younger.*

Teen programs





Night Hike & Stargazing @ Woodland Dunes

Friday, Nov 4 • 7:00-8:15 PM (5th-8th) 8:30-9:45 PM (9th-12th) • \$2

Take a guided night hike and use telescopes to view celestial objects. Wear sneakers and dress for the weather. Space is limited. Register by Nov. 2 @ (920)793-4007 or jessicaj@woodlanddunes.org (include name, grade & phone number). Postponed if weather is poor.

The SpongeBob Musical @ Two Rivers High School

Friday, Nov 11 • 7:00 PM • \$8 for students

Spongebob and all of Bikini Bottom face the total annihilation of their undersea world. Chaos erupts. Lives hang in the balance. And just when all hope seems lost, a most unexpected hero rises up and takes center stage. The power of optimism really can save the world! The performance also runs Saturday at 7:00 PM and Sunday at 2:00 PM. Adult tickets are \$12. Children six and younger are free.



Art Late Night: Watercolor Feathers @ Lester Public Library

Friday, Nov 18 • 7:30-10:30 PM • FREE
For 6th-12th graders

Create stunning art with glue and watercolors. First, draw a feather with clear glue. Then enjoy snacks and play Capture the Flag and other games while the glue dries. Return to the art project and paint your feather in autumnal hues.

No registration required.

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 snowing, 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!

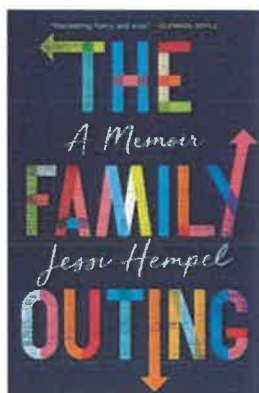
Send documents to the library's printers from *any* device. Submit documents for printing, then visit the Help Desk to obtain them. 10¢ per page for black-ink-only prints and 25¢ per page for color.

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!

New books

Nonfiction



The Family Outing
by Jessi Hempel

[Place hold >](#)



From Saturday Night to Sunday Night
by Dick Ebersol

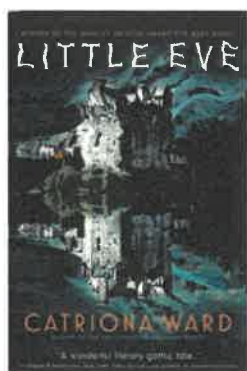
[Place hold >](#)



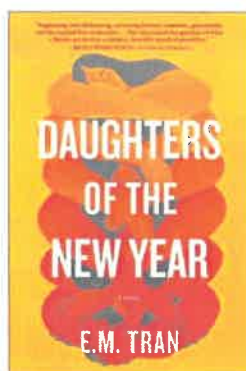
Black Snow
by James Scott

[Place hold>](#)

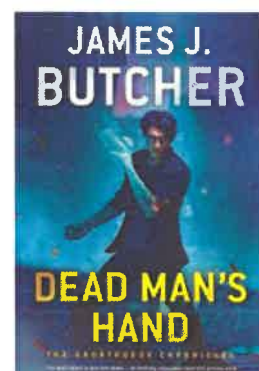
Fiction



Little Eve
by Catriona Ward



Daughters of the New Year
by E.M. Tran



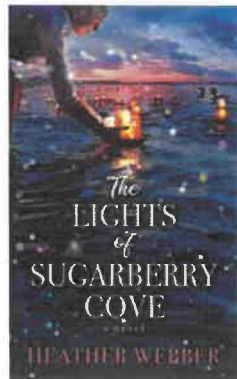
Dead Man's Hand
by James J. Butcher

[Place hold >](#)

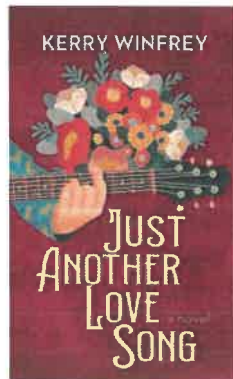
[Place hold >](#)

[Place hold >](#)

Large Print



The Lights of Sugarberry Cove
by Heather Webber



Just Another Love Song
by Kerry Winfrey



Goodbye Again
by Mariah Stewart

[Place hold >](#)

[Place hold >](#)

[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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Find tests, tutorials and other help to prepare for **career success**, college admission and high school equivalency. **Exam prep** for civil service, CDL, cosmetology, real estate, law enforcement, military and lots more. Resources for students of all ages as well as educators.

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Before you purchase

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

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New environmental series begins Nov. 30

Lester Public Library | 1001 Adams St., Two Rivers, WI 54241

[Unsubscribe jdawson@lesterlibrary.org](mailto:jdawson@lesterlibrary.org)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by tehle@lesterlibrary.org powered by



Try email marketing for free today!

Terry-
Thank you so
much for all of your
time and effort you put into
partnering with the B-3 program for
the purposeful Playgroup!
We appreciate your partnership!

Lisa Stephan

Thank you
Terry for everything!
Jodie O.

Thanks for everything Terry!
Shirley Sprang

Thank you!!
Emily Schmitt

Kym Wukler
COTA

Thank you!
Beth Antinoja

Thank you!
Dawn Gilly

th nks!

Account Number	Account Title	12/31/21 Prior year Actual	12/31/22 Cur Year Budget	2023 Budget	Change from Prev Budget	Percent Change
LIBRARY FUND						
REVENUES						
280-41110	GENERAL PROPERTY TAX	\$ 607,007	\$ 631,287	\$ 631,287		0.00%
Total TAXES:		\$ 607,007	\$ 631,287	\$ 631,287	\$ -	0.00%
280-43519	COVID ROUTES TO RECOVERY	\$ -	\$ -			
280-43571	STATE W/LSCA GRANT	\$ -	\$ -			
280-43720	COUNTY FUNDS	\$ 172,339	\$ 171,579	\$ 175,877	\$ 4,298	2.50%
Total INTERGOVERNMENTAL REVENUE:		\$ 172,339	\$ 171,579	\$ 175,877	\$ 4,298	2.50%
280-45300	LIBRARY BOOK FINES	\$ 1,905	\$ 2,000	\$ 4,000	\$ 2,000	100.00%
Total FINES & FORFEITURES:		\$ 1,905	\$ 2,000	\$ 4,000	\$ 2,000	100.00%
280-46712	COPIER SERVICE FEES	\$ 2,793	\$ 6,500	\$ 8,500	\$ 2,000	30.77%
Total CHARGES FOR SERVICE:		\$ 2,793	\$ 6,500	\$ 8,500	\$ 2,000	30.77%
280-48200	RENT-CITY PROPERTY	\$ -	\$ -			
280-48300	SALE OF PROP & EQUIP	\$ 2,118	\$ 2,500	\$ 5,000	\$ 2,500	100.00%
280-48400	REFUND FOR PRIOR YEARS	\$ -	\$ -			
280-48440	INSURANCE CLAIMS	\$ -	\$ -			
280-48500	DONATIONS	\$ 47,882	\$ 48,845	\$ 65,653	\$ 16,808	34.41%
280-48900	OTHER REVENUES	\$ 1,545	\$ 2,000	\$ 2,500	\$ 500	25.00%
Total MISCELLANEOUS REVENUE:		\$ 51,546	\$ 53,345	\$ 73,153	\$ 19,808	37.13%
280-49110	PROCEEDS FROM DEBT	\$ -	\$ -			
280-49210	TRANSFER FROM GEN FUND	\$ -	\$ -			
280-49223	TRANS FROM OTHER FUNDS	\$ 28,050	\$ -			
280-49300	ENCUMBRANCES-PRIOR YEARS	\$ -	\$ -			
280-49310	REAPPROPRIATED SURPLUS	\$ -	\$ -			
Total OTHER FINANCING SOURCES:		\$ 28,050	\$ -	\$ -		
Total REVENUE:		\$ 863,640	\$ 864,711	\$ 892,817	\$ 28,106	3.25%
EXPENDITURES						
LIBRARY ADMINISTRATION						
PERSONNEL SERVICES						
280-55110-1100	FULLTIME ADMINISTRATION	\$ 250,666	\$ 263,910	\$ 271,829	\$ 7,919	3.00%
280-55110-1220	WAGES - FULLTIME	\$ 33,436	\$ 34,341	\$ 35,370	\$ 1,029	3.00%
280-55110-1240	WAGES - PART TIME	\$ -	\$ -	\$ -	\$ -	0.00%
280-55110-1270	WAGES - PART TIME	\$ 117,787	\$ 129,272	\$ 129,375	\$ 103	0.08%
280-55110-1280	WAGES-LONGEVITY PAY	\$ 5,882	\$ 6,427	\$ 6,620	\$ 193	3.00%
280-55110-1290	WAGES-OVERTIME	\$ 282	\$ 495	\$ 510	\$ 15	3.03%
280-55110-1310	WI RETIREMENT	\$ 22,415	\$ 22,962	\$ 24,739	\$ 1,777	7.74%
280-55110-1320	FICA	\$ 30,186	\$ 33,618	\$ 34,326	\$ 708	2.11%
280-55110-1330	HEALTH INSURANCE	\$ 61,235	\$ 55,020	\$ 84,364	\$ 29,344	53.33%
280-55110-1333	HEALTH SAVINGS ACCT EXPENSE	\$ -	\$ -	\$ -	\$ -	0.00%
280-55110-1334	HEALTH INSURANCE OPT-OUT	\$ 8,000	\$ 10,000	\$ 5,000	\$ (5,000)	-50.00%
280-55110-1340	LIFE INSURANCE	\$ 1,222	\$ 1,337	\$ 1,500	\$ 163	12.19%
280-55110-1350	OTHER BENEFITS	\$ 1,531	\$ -	\$ -	\$ -	0.00%

280-55110-1361	SICK LEAVE PAYOUT	\$	311	\$	-	\$	1,200	\$	1,200	-27.00%
	TOTAL	\$	532,954	\$	557,382	\$	594,833	\$	37,451	6.72%
	CONTRACTUAL SERVICES									
280-55110-2100	PROF SERV - CITY SERVICES	\$	45,973	\$	47,484	\$	48,909	\$	1,425	3.00%
280-55110-2130	PROFESSIONAL SERVICES	\$	7,522	\$	6,000	\$	6,000	\$	-	0.00%
280-55110-2200	TELEPHONE EXPENSE	\$	1,175	\$	1,200	\$	1,200	\$	-	0.00%
280-55110-2210	ELECTRICITY	\$	23,149	\$	22,000	\$	23,000	\$	1,000	4.55%
280-55110-2220	NATURAL GAS/HEAT	\$	7,626	\$	8,500	\$	11,000	\$	2,500	29.41%
280-55110-2230	WATER EXPENSE	\$	1,843	\$	2,000	\$	2,000	\$	-	0.00%
280-55110-2240	SEWER EXPENSE	\$	522	\$	750	\$	750	\$	-	0.00%
280-55110-2250	STORMWATER EXPENSE	\$	959	\$	960	\$	960	\$	-	0.00%
280-55110-2410	MAINTENANCE EQUIPMENT/VEH	\$	55,257	\$	24,993	\$	25,000	\$	7	0.03%
280-55110-2430	EQUIPMENT REPAIRS	\$	-	\$	-	\$	-	\$	-	0.00%
280-55110-2450	EQUIPMENT NEW	\$	18,086	\$	10,800	\$	7,500	\$	(3,300)	-30.56%
280-55110-2900	OTHER SERVICES	\$	-	\$	-	\$	-	\$	-	0.00%
280-55110-2910	PRINTING/ADVERTISING	\$	2,330	\$	1,500	\$	1,000	\$	(500)	-33.33%
280-55110-2930	TECHNOLOGY	\$	19,031	\$	21,000	\$	16,000	\$	(5,000)	-23.81%
280-55110-2950	DEBT ISSUANCE COSTS/PAYMENTS	\$	13,984	\$	12,908	\$	6,455	\$	(6,453)	-49.99%
280-55110-2970	TRANSFER TO DEBT SERVICE	\$	-	\$	-	\$	-	\$	-	0.00%
	TOTAL	\$	197,456	\$	160,095	\$	149,774	\$	(10,321)	-6.45%
	OPERATING SUPPLIES/EXPENSES									
280-55110-3100	OFFICE SUPPLIES	\$	1,698	\$	5,000	\$	6,000	\$	1,000	20.00%
280-55110-3110	POSTAGE	\$	291	\$	450	\$	450	\$	-	0.00%
280-55110-3300	TRAVEL	\$	782	\$	2,284	\$	1,000	\$	(1,284)	-56.22%
280-55110-3560	LANDSCAPING	\$	16,664	\$	14,500	\$	15,000	\$	500	3.45%
280-55110-3960	TECH PROC SUPPLIES	\$	4,955	\$	-	\$	-	\$	-	0.00%
	TOTAL	\$	24,390	\$	22,234	\$	22,450	\$	216	0.97%
	FIXED CHARGES									
280-55110-5200	INSURANCES	\$	12,955	\$	13,400	\$	13,800	\$	400	2.99%
280-55110-5950	TRANSFER TO CAP PROJ FNDS	\$	1,080	\$	1,080	\$	1,440	\$	360	33.33%
280-55110-5970	TRANSFER TO DEBT SERVICE	\$	-	\$	-	\$	-	\$	-	0.00%
	TOTAL	\$	14,035	\$	14,480	\$	15,240	\$	760	5.25%
	CAPITAL OUTLAY									
280-55110-8150	CO-MACHINERY/EQUIPMENT	\$	-	\$	-	\$	-	\$	-	0.00%
280-55110-8170	CO - OTHER IMPROVEMENTS	\$	-	\$	-	\$	-	\$	-	0.00%
280-55110-8190	ACCOUNTING SOFTWARE PURCHASE	\$	-	\$	-	\$	-	\$	-	0.00%
	TOTAL	\$	-	\$	-	\$	-	\$	-	0.00%
Total LIBRARY ADMINISTRATION:		\$	768,834	\$	754,191	\$	782,297	\$	28,106	3.73%
	ADULT SERVICES									
280-55111-3230	PERIODICALS	\$	5,023	\$	4,600	\$	4,600	\$	-	0.00%
280-55111-3400	NON-FICTION BOOKS	\$	12,801	\$	17,000	\$	17,000	\$	-	0.00%
280-55111-3420	FICTION BOOKS	\$	16,486	\$	17,000	\$	17,000	\$	-	0.00%
280-55111-3430	LARGE PRINT BOOKS	\$	12,864	\$	12,000	\$	12,000	\$	-	0.00%
280-55111-3450	MOVIES	\$	4,045	\$	4,500	\$	4,500	\$	-	0.00%
280-55111-3470	AUDIOBOOKS	\$	2,759	\$	4,400	\$	4,400	\$	-	0.00%
280-55111-3480	MUSIC CD'S	\$	85	\$	500	\$	500	\$	-	0.00%
280-55111-3510	PROGRAMS	\$	1,795	\$	3,000	\$	3,000	\$	-	0.00%
	Total ADULT SERVICES:	\$	55,858	\$	63,000	\$	63,000	\$	-	0.00%

CHILDREN'S SERVICES						
280-55112-3230	PERIODICALS	\$ 317	\$ 540	\$ 540	\$ -	0.00%
280-55112-3400	NON-FICTION BOOKS	\$ 5,617	\$ 7,000	\$ 7,000	\$ -	0.00%
280-55112-3420	FICTION BOOKS	\$ 6,027	\$ 3,800	\$ 3,800	\$ -	0.00%
280-55112-3440	PAPERBACKS	\$ 960	\$ 1,600	\$ 1,600	\$ -	0.00%
280-55112-3450	MOVIES	\$ 497	\$ 2,500	\$ 2,500	\$ -	0.00%
280-55112-3470	AUDIOBOOKS	\$ 1,003	\$ 1,700	\$ 1,700	\$ -	0.00%
280-55112-3510	PROGRAMS	\$ 12,388	\$ 11,980	\$ 11,980	\$ -	0.00%
280-55112-3530	JE BOOKS	\$ 6,526	\$ 6,000	\$ 6,000	\$ -	0.00%
Total CHILDREN'S SERVICES:		\$ 33,336	\$ 35,120	\$ 35,120	\$ -	0.00%
REFERENCE						
280-55114-3400	NON-FICTION BOOKS	\$ 3,104	\$ 1,800	\$ 1,278	\$ (522)	-29.00%
280-55114-3490	MICROFILM	\$ 4,406	\$ 4,100	\$ 4,622	\$ 522	12.73%
Total REFERENCE:		\$ 7,510	\$ 5,900	\$ 5,900	\$ -	0.00%
YOUNG ADULT SERVICES						
280-55115-3230	PERIODICALS	\$ 73	\$ 200	\$ 200	\$ -	0.00%
280-55115-3400	NON-FICTION BOOKS	\$ -	\$ -	\$ -		
280-55115-3420	FICTION BOOKS	\$ 5,938	\$ 5,300	\$ 5,300	\$ -	0.00%
280-55115-3470	AUDIOBOOKS	\$ -	\$ 1,000	\$ 1,000	\$ -	0.00%
280-55115-3510	PROGRAMS	\$ -	\$ -	\$ -		
Total YOUNG ADULT SERVICES:		\$ 6,011	\$ 6,500	\$ 6,500	\$ -	0.00%
Total LIBRARY EXPENSES		\$ 871,549	\$ 864,711	\$ 892,817	\$ 28,106	3.25%
Net Total LIBRARY FUND:		\$ (7,909)	\$ -	\$ -		
280-34100	BEGINNING FUND BALANCE	\$ 15,590	\$ 7,681	\$ 17,381	\$ 9,700	126.28%
	ENDING FUND BALANCE	\$ 7,681	\$ 7,681	\$ 17,381	\$ 9,700	126.28%

Account Number	Account Title	12/31/21 Prior year Actual	12/31/22 Cur Year Budget	2023 Budget	Change from Prev Budget	Percent Change
LIBRARY GIFT FUND						
REVENUES						
282-43580	GRANT PROCEEDS	\$ -	\$ -			
Total INTERGOVERNMENTAL REVENUE:		\$ -	\$ -	\$ -		
282-48100	INTEREST INCOME	\$ (4)	\$ -			
282-48110	INTEREST ON INVESTMENTS	\$ 25,187	\$ 25,000	\$ 10,000	\$ (15,000)	-60.00%
282-48500	DONATIONS	\$ 5,507	\$ 5,000	\$ 5,000	\$ -	0.00%
282-48510	FOUNDATION DONATION	\$ 8	\$ 37,845	\$ -	\$ -	0.00%
282-48610	REFUND	\$ -	\$ -	\$ -		
282-49223	TRANSFER FROM OTHER FUNDS	\$ -	\$ -	\$ -		
Total MISCELLANEOUS REVENUE:		\$ 30,698	\$ 67,845	\$ 15,000	\$ (52,845)	-77.89%
Total REVENUES:		\$ 30,698	\$ 67,845	\$ 15,000	\$ (52,845)	-77.89%
EXPENDITURES						
CONTRACTUAL SERVICES						
282-55110-2910	PRINTING/ADVERTISING	\$ -	\$ -			
282-55110-2920	TRAINING	\$ -	\$ -			
TOTAL		\$ -	\$ -	\$ -		
OPERATING SUPPLIES/EXPENSES						
282-55110-3210	MEMBERSHIP & DUES	\$ -	\$ -			
282-55110-3300	TRAVEL	\$ -	\$ -			
TOTAL		\$ -	\$ -	\$ -		
FIXED CHARGES						
282-55110-5900	CONTRIBUTION TO LIBRARY FOUNDATION	\$ 200,000	\$ -			
282-55110-5970	TRANSFER TO OTHER FUNDS	\$ 78,050	\$ -	\$ -		
282-55110-7001	ADMIN FOUNDATION	\$ -	\$ -	\$ -		
282-55110-7002	BLDG & GROUNDS FOUNDATION	\$ -	\$ -	\$ -		
282-55110-7003	ADULT FOUNDATION	\$ 72	\$ -	\$ -		
282-55110-7004	ADULT GIFT	\$ 594	\$ 2,000	\$ 1,500	\$ (500)	-25.00%
282-55110-7005	MEYER FOUNDATION	\$ 554	\$ 700	\$ 700	\$ -	0.00%
282-55110-7006	ADULT GRANT	\$ -	\$ -	\$ -		
282-55110-7007	YOUTH FOUNDATION	\$ -	\$ -			
282-55110-7008	YOUTH GIFT	\$ 2,544	\$ 2,000	\$ 2,000	\$ -	0.00%
282-55110-7009	YOUTH GRANT	\$ -	\$ -			
Total FIXED CHARGES:		\$ 281,814	\$ 4,700	\$ 4,200	\$ (500)	-10.64%
CHILDREN SERVICES						
282-55111-3230	PERIODICALS	\$ -	\$ -			
282-55112-3260	CHILD PROGRAMS	\$ -	\$ -			
TOTAL		\$ -	\$ -	\$ -		
Total LIBRARY GIFT FUND EXPENDITURES:		\$ 281,814	\$ 4,700	\$ 4,200	\$ (500)	-10.64%
REVENUES OVER/(UNDER) EXPENDITURES:		\$ (251,116)	\$ 63,145	\$ 10,800	\$ (52,345)	-82.90%
282-34100	BEGINNING FUND BALANCE	\$ 367,459	\$ 116,342	\$ 127,127		
	ENDING FUND BALANCE	\$ 116,342	\$ 179,487	\$ 137,927		

Title 2 Services
Chapter 10 Programming Policy

02-10-01 Philosophy

- a) The library supports its mission of connecting ideas and people by developing and presenting programs that provide additional opportunities for information, learning, and entertainment. Programming is an integral component of library service that:
 - 1. Expands the library's role as a community resource.
 - 2. Introduces patrons and non-users to library resources
 - 3. Provides entertainment
 - 4. Provides opportunities for lifelong learning
 - 5. Expands the visibility of the library

02-10-02 Responsibility

- a) Ultimate responsibility for programming at the library rests with the Lester Public Library Director, under the authority of the Board of Trustees. The Lester Public Library Director, in turn, delegates the authority for program management to the Library Management Team, who oversees programming for adults and children. The Library Management Team utilizes library staff expertise, collections, services and facilities in developing and delivering programming.

02-10-03 Programming Criteria

- a) The library's staff use the following criteria in making decisions about program topics, speakers, and accompanying resources:
 - 1. Community needs and interests
 - 2. Availability of program space and presenters
 - 3. Treatment of content for intended audience
 - 4. Presentation quality
 - 5. Presenter background/qualifications in content area
 - 6. Budget
 - 7. Relevance to community interests and issues
 - 8. Historical or educational significance
 - 9. Connection to other community programs, exhibitions or events
 - 10. Relation to Library collections, resources, exhibits and programs
- b) In addition, the library draws upon other community resources in developing programs and actively partners with other community agencies, organizations, educational and cultural institutions, or individuals to develop and present co-sponsored public programs. Professional performers and presenters that reflect specialized or unique expertise may be hired for library programs; performers and presenters will not be excluded from consideration because of their origin, background, or views, or because of possible controversy. Library staff who present

programs do so as part of their regular job and are not hired as outside contractors for programming.

- c) All library programs are open to the public. A fee may be charged for certain types of library programs. The library's philosophy of open access to information and ideas extends to library programming, and the library does not knowingly discriminate through its programming. Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by participants, and program topics, speakers and resources are not excluded from programs because of possible controversy.
- d) Registration may be required for planning purposes or when space is limited.
- e) Any sales of products at library programs must be approved by the library.
- f) Programs are not used for commercial, religious, or partisan purposes or the solicitation of business.
- g) External organizations or individuals partnering with the library on programs must coordinate marketing efforts with the Library's Management Team.

02-10-04 Programming Excluded from this Policy

- a) Programs offered by other organizations or individuals on library premises where space is rented under terms and conditions of the room reservation guidelines found in 02-03 Meeting Room Reservations Policy.

02-10-05 Request for Reconsideration of Library Programming

- a) The Library welcomes expressions of opinion from patrons concerning programming. If a patron questions a library program they should first address the concern with a library staff member. Patrons who wish to continue their request for review of library programs may submit the Request for Reconsideration of Library Programming form.
- b) Two Rivers residents with a library card in good standing may make a request to the Director for reconsideration of any library program. Such requests must be made in writing on an official reconsideration form. If there is more than one program being submitted for review, each program needs to be submitted on a separate form. Forms are available at the help desk.
- c) Upon receipt of a written request for reconsideration, the Director shall provide a written response to the complainant within 21 days, including the Director's decision as to the status of the program. In the process of framing a response, the Director may consult the opinions of library staff.
- d) If the complainant is not satisfied with the Director's response, they may appeal the request to the Library Board within 45 days. Such appeals must be made in writing and attached to the

complainant's original request for reconsideration. Such appeals must be made 10 days prior to the monthly Board meeting at which the request will be considered.

- e) The Board shall decide by a majority vote of the members present during a regular meeting whether it wishes to consider further, and possibly act on, a request to change Library programming. If the Board agrees to further consider the request for reconsideration, the possible action shall be placed on the agenda of the next regular Board meeting.
- f) If, by a majority vote of the full Board, it is determined that a mistake has been made in offering programming, that program may be removed or altered as recommended by the Board.
- g) Decisions made by the Board are binding for the life of the program within the Library.
- h) Complaints made less than 2 months before the anticipated program date may not allow for the staff and board to fully review and render a decision. In this case the program will proceed as planned and the decision will apply to any future programs. Any decision to halt the program will need to allow sufficient time for cancellation publicity.

**LESTER PUBLIC LIBRARY, TWO RIVERS, WISCONSIN
REQUEST FOR RECONSIDERATION OF LIBRARY PROGRAM FORM**

Two Rivers residents with a library card in good standing may make a request to the Director for reconsideration of any library program. Such requests must be made in writing utilizing this reconsideration form. If there is more than one program being submitted for review, each program needs to be submitted on a separate form.

Upon receipt of a written request for reconsideration, the Director shall provide a written response to the complainant within 21 days, including the Director's decision as to the status of the program. In the process of framing a response, the Director may consult the opinions of library staff.

If you are not satisfied with the Director's response, they may appeal the request to the Library Board within 45 days. Such appeals must be made in writing and attached to the complainant's original request for reconsideration. Such appeals must be made 10 days prior to the monthly Board meeting at which the request will be considered.

The Board shall decide by a majority vote of the members present during a regular meeting whether it wishes to consider further, and possibly act on, a request to change Library programming. If the Board agrees to further consider the request for reconsideration, the possible action shall be placed on the agenda of the next regular Board meeting.

If, by a majority vote of the full Board, it is determined that a mistake has been made in offering a program, that program may be removed or altered as recommended by the Board.

Decisions made by the Board are binding for the life of the program within the Library.

Please complete this form, front and back, and return it to a library staff member.

Program Title: _____

Program Date: _____

Request initiated by: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Patron Signature: _____ Date: _____

Is this a single event program, an ongoing program or multi-date library program? What is the date(s) of the program in question?

Is the program geared toward babies, school-age youth, young adults, adults or families?

How did this program come to your attention?

Did you personally attend/participate in the program?

Please describe in specific terms the basis for your objection:

What is your suggested action in regards to this program?

Lester Public Library Strategic Plan 2018 - 2022				
Goal	Objective	Action	Timeframe	Status update
21st Century Space	Wired for technology	Add wiring for outlets and recharging stations throughout the library. In concert with new carpeting project.	2019/2020	Project Complete
21st Century Space	Wired for technology	Wire and add electronic meeting technologies to the Webster Room and update technology in the Community Room	2019	Project Complete
21st Century Space	Wired for technology	Online registration system for programs for patrons and meeting room reservations for staff use only	2019	Project Complete. We have Beanstack for online program registration. Determined we do not need meeting room software.
21st Century Space	Foster collaboration	Create small group work spaces along the windows with seating designed for Weeding, nonfiction collection to facilitate making space for small group seating by the windows	2021/2022	Project Complete
21st Century Space	Foster collaboration	Create new meeting spaces within the library through the use of moveable shelving, seating and furnishings, and built-in technologies	2018	Project Complete
21st Century Space	Foster collaboration	Fundraising for improvements	2021/2022	Project Complete
21st Century Space	User friendly spaces	Add sound baffling to reduce noise levels in Youth Services	2019	move to next 5-years plan
21st Century Space	User friendly spaces	Redesign circulation area to improve efficiency, workflow and sightlines for staff and streamline checkout process for patrons	2019/2020	Project Complete
21st Century Space	User friendly spaces	Explore options for additional parking	2018/ongoing	re-assess need for next 5-year plan
21st Century Space	User friendly spaces	Explore options of adding service hours	ongoing	
21st Century Space	User friendly spaces	New bike racks and outdoor seating in garden areas	2022	
21st Century Space	User friendly spaces	Improve signage to promote patron self-sufficiency and make it easier for staff to provide direction	2022	Tough Topic signage added to endcaps
21st Century Space	Safe and comfortable space for all	Hire a project manager for building improvements	2018	Project Complete
21st Century Space	Safe and comfortable space for all	Research costs for carpet/electrical and other recommended improvements	2018	Project Complete
21st Century Space	Safe and comfortable space for all	Replace carpeting	2019-2022	Project complete
21st Century Space	Safe and comfortable space for all	HVAC upgrade boiler and humidifier	2018/2019	Project Complete
21st Century Space	Safe and comfortable space for all	Reseal windows	2018/2019	Sealed 8 identified 'problem windows' Carry project over.

Lester Public Library Strategic Plan 2018 -2022

Goal	Objective	Action	Timeframe	Status update
21st Century Space	Safe and comfortable space for all	Improve lighting	2018-2022	No update to report
21st Century Skills	Magic of reading	Promote early literacy - in the library and via outreach	ongoing	LPL was selected as one of 12 libraries in the U.S. For the IMLS Reimagining School Readiness Pilot Project
21st Century Skills	Magic of reading	Host discussions of books and ideas; offer programs that encourage learning and civil engagement	ongoing	Continuing to feature library staff as the 'book experts.'
21st Century Skills	Magic of reading	Promote the expertise of staff for all things book related	ongoing	Continuing to feature library staff as the 'book experts.'
21st Century Skills	Digital literacy is for everyone	Host programming for all ages focused on technology and digital literacy	2018	Programming began again June 2022
21st Century Skills	Digital literacy is for everyone	Actively participate in the WI Coding Initiative by offering coding based programming	2018	Programming began again June 2022
21st Century Skills	Digital literacy is for everyone	Investigate learning software and instructional partnerships for patrons wanting to learn new skills	2019	Ongoing
21st Century Skills	Community workforce development	Partner with Progress Lakeshore, Chamber of Commerce, Two Rivers Main Street, and the Two Rivers Business Association to create educational programming for creating/maintaining new businesses	ongoing/2019	Programming began again June 2022
21st Century Skills	Community workforce development	Seek partners willing and able to lead tech-based skills programs	ongoing/2018	Programming resumed June 2022
21st Century Skills	Community workforce development	Actively promote the library's resources to the business community	2018	Providing Library Updates at Monthly TRBA Meetings
21st Century Communication	Internet presence	Redesign and streamline the library's website, concentrating on accessibility for mobile devices	2021	Website reconstruction 90% complete
21st Century Communication	Internet presence	Actively market library resources available when building is closed - AZ Database, eBooks, Badgerlink, etc.	ongoing	Increased level of online/social media promotions including Instagram and YouTube.
21st Century Communication	Internet presence	Engage patrons interactively via social media	ongoing	Increased level of online/social media promotions including Instagram and YouTube.
21st Century Communication	Internet presence	Explore non-traditional means for offering traditional services - videos, streaming technology, downloadable materials, podcasts	ongoing	Increased level of online/social media promotions including Instagram and YouTube.
21st Century Communication	Everyone is a marketer	Offer formal/informal training to other city departments on effective social media marketing techniques - meet with City Manager and Department Heads	ongoing	Sally Taylor, is the lead aggregator for the new Two Rivers Calendar - ExploreTwoRivers.com
21st Century Communication	Everyone is a marketer	Encourage staff participation in social media marketing - video marketing, podcasts	ongoing	Terry Ehle created 'book talk videos' that can be seen on the library Facebook and YouTube.
21st Century Communication	Everyone is a marketer	Explore new and creative ways for staff to market library services - embedded librarians in the community, not limited to technology	ongoing	Terry Ehle visits middle schools, presents book talks and brings books to check out to students. Chris Hamburg and Marie Bonde visit senior care facilities promoting library materials for older adults.