



**TWO
RIVERS**
WISCONSIN

LIBRARY BOARD MEETING

Tuesday, September 9, 2025 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, Jack Powalisz, Sharon Sleger, Don Weiss, Ned Guyette, Mary Glaser, Katie Stone, Shannon Derby, Bonnie Shimulunas
3. **INTRODUCTION** – Introduce the New Manitowoc County Representative – Bonnie Shimulunas
4. **PUBLIC COMMENT**
5. **APPROVAL OF BOARD MEETING MINUTES – Action Item**
Last Meeting Date: August 12, 2025
6. **RECEIVE AND FILE MONTHLY EXPENDITURE AND FINANCIAL REPORTS – Action Item**
Date: August 2025
7. **BOARD MEMBER COMMENT**
8. **DIRECTOR'S REPORT**
9. **COMMUNICATIONS**
A. Library Newsletter – August 2025
10. **REPORT FROM CITY COUNCIL REPRESENTATIVE**
11. **REPORT FROM SCHOOL DISTRICT REPRESENTATIVE**
12. **REPORT FROM COUNTY REPRESENTATIVE**
13. **UNFINISHED BUSINESS** – None
14. **NEW BUSINESS**
A. Policy Review – Theft or Mutilation of Library Material
15. **BOARD EDUCATION**
16. **CLOSED EXECUTIVE SESSION** – None
17. **ADJOURNMENT** – Action Item

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.



**TWO
RIVERS**
WISCONSIN

LIBRARY BOARD MEETING

Tuesday, August 12, 2025 at 6:00 PM

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

MINUTES

1. **CALL TO ORDER** – President Sleger called the meeting to order at 6:00 PM.
2. **ROLL CALL**
Board Members Present: Shannon Derby, Don Weiss, Sharon Sleger, Ned Guyette, Katie Stone, Mary Glaser, Stanley Palmer, and Kathryn Gadd. Absent and excused – Jack Powalisz and Bonnie Shimulunas. Also present: Kendra Sand and Tori Garber from Cretton Enterprises; Kyle Kordell, City Manager; Chris Hamburg, Adult Services Coordinator; and Jeff Dawson, Director
3. **INTRODUCTION**
New City Manager, Kyle Kordell, visited the meeting and was introduced to the board.
4. **PUBLIC COMMENT** – None
5. **APPROVAL OF BOARD MEETING MINUTES**
Motion to approve the minutes from the July 8, 2025, meeting, made by Glaser, second made by Guyette. Voice vote carried unanimously.
6. **RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS**
Motion to receive and file the expenditure and financial reports from July 2025, made by Palmer, second made by Gadd. Voice vote carried unanimously
7. **BOARD MEMBER COMMENT** – Stone received her first 'Book It' subscription package and is enjoying all the contents. Derby enjoyed the recent Art Splash and Brat Fry program.
8. **DIRECTOR'S REPORT**
Dawson fielded questions and comments concerning his report.
9. **COMMUNICATIONS**
A. Library Newsletter – August 2025
10. **REPORT FROM CITY COUNCIL REPRESENTATIVE**
Snow Fest was a success and reported on street projects.
11. **REPORT FROM SCHOOL DISTRICT REPRESENTATIVE**
Hiring new teachers and aides is a priority, with new staff orientations next week.
12. **REPORT FROM COUNTY REPRESENTATIVE**
Sheriff body cam funding will be before the Board next week to approve \$1.5 million spent over the next 5 years. New county treasurer is Jim Brey.
13. **UNFINISHED BUSINESS** – None

14. NEW BUSINESS – None

15. BOARD EDUCATION

Kendra Sand and Tori Garber from Cretton Enterprises, the library landscapers, provided a tour upon adjournment.

15. CLOSED EXECUTIVE SESSION – None

16. ADJOURNMENT

Motion to adjourn made by Guyette, second made by Derby. Voice vote carried unanimously.
Meeting adjourned at 6:36 PM.

Respectfully submitted by Jeff Dawson, Director

CITY OF TWO RIVERS

Balance Sheet

August 31, 2025

LIBRARY FUND 280

ASSETS

280-11100	CASH	319,245.64	
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			319,695.64

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	1,511.97	
280-21911	UNUSED COMP TIME	.00	
280-23101	LIBRARY DONATIONS	.00	
280-23105	OTHER DEPOSITS	161.33	
280-25200	DUE TO OTHER FUNDS	.00	
280-26100	DEFERRED TAX RLL CLLCTNS	.00	
280-26910	DESIGNATED FR SUBSEQ YEAR	.00	
280-29410	SALES TAX COLLCTN PYBLE	28.97	
Total Liabilities			1,702.27

FUND EQUITY

Unappropriated Fund Balance:			
280-34100	FUND BALANCE UNRESERVED	(219.59)	
280-34110	ENCUMBRANCE-PRIOR YEARS	.00	
Revenue over Expenditures - YTD		318,212.96	
Total Fund Equity			317,993.37
Total Liabilities and Equity			319,695.64

CITY OF TWO RIVERS

BALANCE SHEET
AUGUST 31, 2025

LIBRARY GIFT FUND 282

ASSETS

282-11100	CASH	(2,418.18)	
282-11301	SAVINGS ACCOUNT - BFN		.00	
282-11302	GENERAL FUND INVESTMENT		88,842.72	
282-13800	OTHER ACCOUNTS RECEIVABLE		.00	
				<hr/>
TOTAL ASSETS				86,424.54
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LIABILITIES AND EQUITY

LIABILITIES

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

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
282-34100	FUND BALANCE UNRESERVED	82,140.08		
282-34110	ENCUMBRANCE-PRIOR YEARS	.00		
REVENUE OVER EXPENDITURES - YTD				<hr/>
				4,284.46
TOTAL FUND EQUITY				86,424.54
				<hr/>
TOTAL LIABILITIES AND EQUITY				86,424.54
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CITY OF TWO RIVERS

BALANCE SHEET

AUGUST 31, 2025

LIBRARY BLDING & GROUNDS FUND 456

ASSETS

456-11100	CASH	11,024.67	
456-11301	INVESTMENTS	.00	
456-13800	OTHER ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		11,024.67

LIABILITIES AND EQUITY

LIABILITIES

456-21100	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
456-34100	FUND BALANCE UNRESERVED	9,093.83	
456-34110	ENCUMBRANCE-PRIOR YEARS	.00	
	REVENUE OVER EXPENDITURES - YTD	1,930.84	
	TOTAL FUND EQUITY		11,024.67
	TOTAL LIABILITIES AND EQUITY		11,024.67

CITY OF TWO RIVERS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2025

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	681,790	681,790	0	100.00	681,790
	TOTAL TAXES	0	681,790	681,790	0	100.00	681,790
	<u>INTERGOVERNMENTAL REVENUE</u>						
280-43720	COUNTY FUNDS	0	226,835	226,860	25	100.01	192,519
	TOTAL INTERGOVERNMENTAL REVE	0	226,835	226,860	25	100.01	192,519
	<u>FINES & FORFEITURES</u>						
280-45300	LIBRARY BOOK FINES	153	3,100	1,850	(1,250)	59.68	1,866
	TOTAL FINES & FORFEITURES	153	3,100	1,850	(1,250)	59.68	1,866
	<u>CHARGES FOR SERVICE</u>						
280-46712	COPIER SERVICE FEES	428	9,000	4,825	(4,175)	53.61	4,926
	TOTAL CHARGES FOR SERVICE	428	9,000	4,825	(4,175)	53.61	4,926
	<u>MISCELLANEOUS REVENUE</u>						
280-48300	SALE OF PROP & EQUIP	137	4,000	1,561	(2,439)	39.02	1,129
280-48500	DONATIONS	0	74,000	17,727	(56,273)	23.95	17,395
280-48900	OTHER REVENUES	1,223	3,000	2,907	(93)	96.89	2,355
	TOTAL MISCELLANEOUS REVENUE	1,359	81,000	22,194	(58,806)	27.40	20,879
	<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	1,940	1,001,725	937,519	(64,206)	93.59	901,980

CITY OF TWO RIVERS
2025 MONTHLY GENERAL FUND REPORT
AUGUST 31, 2025 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD ACTUAL	2025 BUDGET	2025 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<u>LESTER LIBRARY</u>						
LIBRARY ADMINISTRATION						
<i><u>PERSONNEL SERVICES</u></i>						
280-55110-1100 FULLTIME ADMINISTRATION	25,234	328,037	205,339	(122,698)	62.60	207,862
280-55110-1200 WAGES - FULLTIME	0	0	1,069	1,069	.00	314
280-55110-1220 WAGES - FULLTIME	3,248	42,224	19,232	(22,992)	45.55	27,435
280-55110-1230 WAGES - PART TIME	1,400	0	5,377	5,377	.00	0
280-55110-1270 WAGES - PART TIME	11,483	161,838	96,522	(65,316)	59.64	106,265
280-55110-1280 WAGES-LONGEVITY PAY	0	8,139	0	(8,139)	.00	0
280-55110-1290 WAGES-OVERTIME	0	487	0	(487)	.00	0
280-55110-1310 WI RETIREMENT	2,258	29,954	18,054	(11,900)	60.27	18,642
280-55110-1320 FICA	2,981	41,366	23,708	(17,658)	57.31	24,839
280-55110-1330 HEALTH INSURANCE	8,496	112,162	67,966	(44,196)	60.60	64,677
280-55110-1334 HEALTH INSURANCE OPT-OUT	385	0	3,269	3,269	.00	2,269
280-55110-1340 LIFE INSURANCE	170	1,679	1,179	(500)	70.20	1,050
280-55110-1350 OTHER BENEFITS	0	0	0	0	.00	0
280-55110-1361 SICK LEAVE PAYOUT	0	0	1,320	1,320	.00	467
TOTAL PERSONNEL SERVICES	55,654	725,886	443,036	(282,850)	61.03	453,819
<i><u>CONTRACTUAL SERVICES</u></i>						
280-55110-2100 PROF SERV - CITY SERVICES	0	51,900	29,750	(22,150)	57.32	37,488
280-55110-2130 PROFESSIONAL SERVICES	707	6,500	2,970	(3,530)	45.70	3,776
280-55110-2200 TELEPHONE EXPENSE	0	1,200	458	(742)	38.21	735
280-55110-2210 ELECTRICITY	3,343	25,000	14,658	(10,342)	58.63	13,392
280-55110-2220 NATURAL GAS/HEAT	431	13,500	7,156	(6,344)	53.01	6,295
280-55110-2230 WATER EXPENSE	192	2,160	1,442	(718)	66.76	1,455
280-55110-2240 SEWER EXPENSE	80	891	526	(365)	59.03	539
280-55110-2250 STORMWATER EXPENSE	80	960	639	(321)	66.61	639
280-55110-2410 MAINTENANCE EQUIPMENT/VEH	7,613	25,000	17,262	(7,738)	69.05	14,213
280-55110-2450 EQUIPMENT NEW	0	7,500	5,800	(1,700)	77.33	678
280-55110-2910 PRINTING/ADVERTISING	0	200	137	(63)	68.50	0
280-55110-2930 TECHNOLOGY	65	15,000	10,461	(4,539)	69.74	8,965
280-55110-2950 DEBT ISSUANCE COSTS/PAYMENTS	0	0	0	0	.00	0
TOTAL CONTRACTUAL SERVICES	12,512	149,811	91,260	(58,552)	60.92	88,174

CITY OF TWO RIVERS
2025 MONTHLY GENERAL FUND REPORT
AUGUST 31, 2025 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD	2025	2025	OVER	% OF	PRIOR YTD
	ACTUAL	BUDGET	YTD	(UNDER)	BUDGET	ACTUAL
			ACTUAL	BUDGET		
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55110-3100 OFFICE SUPPLIES	0	6,000	4,633	(1,367)	77.22	3,776
280-55110-3110 POSTAGE	0	450	61	(389)	13.56	306
280-55110-3300 TRAVEL	50	1,000	1,201	201	120.15	958
280-55110-3560 LANDSCAPING	1,695	17,000	9,261	(7,739)	54.47	10,979
280-55110-3960 TECH PROC SUPPLIES	0	0	0	0	.00	52
TOTAL OP SUPPLIES/EXP	1,745	24,450	15,156	(9,294)	61.99	16,072
<u>FIXED CHARGES</u>						
280-55110-5200 INSURANCES	0	14,400	8,699	(5,702)	60.41	10,158
280-55110-5950 TRANSFER TO CAP PROJ FNDS	0	2,706	3,300	594	121.95	2,034
TOTAL FIXED CHARGES	0	17,106	11,999	(5,108)	70.14	12,192
 TOTAL LIBRARY ADMINISTRATION	 69,910	 917,253	 561,450	 (355,803)	 61.21	 570,257
 ADULT SERVICES						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55111-3230 PERIODICALS	172	2,900	3,484	584	120.13	3,337
280-55111-3400 NON-FICTION BOOKS	1,313	14,000	10,280	(3,720)	73.43	12,011
280-55111-3420 FICTION BOOKS	878	14,000	9,614	(4,386)	68.67	10,815
280-55111-3430 LARGE PRINT BOOKS	722	10,000	6,117	(3,883)	61.17	5,978
280-55111-3450 MOVIES	124	1,900	1,777	(123)	93.53	2,078
280-55111-3470 AUDIOBOOKS	36	3,200	1,500	(1,700)	46.88	2,264
280-55111-3480 MUSIC CD'S	0	0	0	0	.00	0
280-55111-3510 PROGRAMS	516	2,000	1,117	(883)	55.83	1,113
TOTAL OP SUPPLIES/EXP	3,760	48,000	33,889	(14,111)	70.60	37,596
 TOTAL ADULT SERVICES	 3,760	 48,000	 33,889	 (14,111)	 70.60	 37,596

CITY OF TWO RIVERS
2025 MONTHLY GENERAL FUND REPORT
AUGUST 31, 2025 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD	2025	2025	OVER	% OF	PRIOR YTD
	ACTUAL	BUDGET	YTD	(UNDER)	BUDGET	ACTUAL
			ACTUAL	BUDGET		
CHILDREN'S SERVICES						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55112-3230	PERIODICALS	0	300	214 (86)	71.27	313
280-55112-3400	NON-FICTION BOOKS	512	6,138	3,870 (2,268)	63.05	4,767
280-55112-3420	FICTION BOOKS	678	1,000	3,704 2,704	370.44	3,129
280-55112-3440	PAPERBACKS	56	700	553 (147)	78.98	496
280-55112-3450	MOVIES	55	1,200	264 (936)	21.99	204
280-55112-3470	AUDIOBOOKS	0	1,700	11 (1,689)	.63	0
280-55112-3510	PROGRAMS	694	10,000	7,357 (2,643)	73.57	4,698
280-55112-3530	JE BOOKS	709	6,000	3,026 (2,974)	50.43	3,563
TOTAL OP SUPPLIES/EXP		2,704	27,038	18,999 (8,039)	70.27	17,170
TOTAL CHILDREN'S SERVICES						
		2,704	27,038	18,999 (8,039)	70.27	17,170
REFERENCE						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55114-3400	NON-FICTION BOOKS	0	0	0 0	.00	0
280-55114-3490	MICROFILM	0	5,200	1,875 (3,325)	36.06	1,800
TOTAL OP SUPPLIES/EXP		0	5,200	1,875 (3,325)	36.06	1,800
TOTAL REFERENCE						
		0	5,200	1,875 (3,325)	36.06	1,800

CITY OF TWO RIVERS
2025 MONTHLY GENERAL FUND REPORT
AUGUST 31, 2025 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD ACTUAL	2025 BUDGET	2025 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
YOUNG ADULT SERVICES						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55115-3230 PERIODICALS	0	200	0	(200)	.00	0
280-55115-3420 FICTION BOOKS	1,316	4,800	3,093	(1,707)	64.44	2,599
280-55115-3470 AUDIOBOOKS	0	500	0	(500)	.00	0
280-55115-3510 PROGRAMS	0	0	0	0	.00	(500)
TOTAL OP SUPPLIES/EXP	1,316	5,500	3,093	(2,407)	56.24	2,099
TOTAL YOUNG ADULT SERVICES	1,316	5,500	3,093	(2,407)	56.24	2,099
TOTAL LESTER LIBRARY EXP	77,690	1,002,991	619,306	(383,685)	61.75	628,922
NET REV OVER EXP	(75,750)	(1,266)	318,213	319,479	25,135.30	273,058

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
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CASH		07/31/2025 (07/25) Balance 280-11100				394,981.15
08/31/2025	CA	Cash Allocation - Created: 08/06/25 12:48 PM		144.29		
08/31/2025	CA	Cash Allocation - Created: 08/08/25 9:37 AM			32,692.12-	
08/31/2025	CA	Cash Allocation - Created: 08/14/25 10:30 PM		201.44		
08/31/2025	CA	Cash Allocation - Created: 08/19/25 3:17 PM			10,627.61-	
08/31/2025	CA	Cash Allocation - Created: 09/03/25 2:37 PM			32,761.51-	
		08/31/2025 (08/25) Period Totals and Balance		345.73 *	76,081.24- *	319,245.64
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PETTY CASH ADVANCES		07/31/2025 (07/25) Balance 280-11800				450.00
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	450.00
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ACCOUNTS PAYABLE		07/31/2025 (07/25) Balance 280-21100				.00
08/07/2025	CDA	Algoma Public Library		6.99		
08/07/2025	CDA	Schaus Mechanical		461.15		
08/13/2025	CDA	Algoma Public Library			6.99-	
08/14/2025	CDA	4 K'S PEST CONTROL LLC		55.00		
08/14/2025	CDA	Cengage Group		84.77		
08/14/2025	CDA	Center Point Large Print		100.68		
08/14/2025	CDA	Cretton Enterprises Inc		1,694.68		
08/14/2025	CDA	Marco		523.51		
08/14/2025	CDA	Schaus Mechanical		4,702.14		
08/14/2025	CDA	Unique Management Services Inc		23.30		
08/21/2025	CDA	Center Point Large Print		224.73		
08/21/2025	CDA	Communications Engineering Co		1,994.73		
08/21/2025	CDA	Two Rivers High School		250.00		
08/21/2025	CDA	Wisc Dept Of Revenue-DEBITMEMO		28.41		
08/28/2025	CDA	4 K'S PEST CONTROL LLC		55.00		
08/28/2025	CDA	Draeger, James Robert		200.00		
08/28/2025	CDA	Lewis, Chad		250.00		
08/28/2025	CDA	Veterans' Plumbing LLC		224.64		
08/28/2025	CDA	Wisconsin Public Service		431.40		
08/31/2025	AP	Summary Transactions from AP System			468.14-	
08/31/2025	AP	Summary Transactions from AP System			7,177.09-	
08/31/2025	AP	Summary Transactions from AP System			2,497.87-	
08/31/2025	AP	Summary Transactions from AP System			505.00-	
08/31/2025	AP	Summary Transactions from AP System			656.04-	
		08/31/2025 (08/25) Period Totals and Balance		11,311.13 *	11,311.13- *	.00
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UNUSED SICK LEAVE CREDITS		07/31/2025 (07/25) Balance 280-21910				1,511.97-
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	1,511.97-
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OTHER DEPOSITS		07/31/2025 (07/25) Balance 280-23105				147.04-
08/04/2025	CR	LIBRARY-DUE TO OTHERS - BOOK BAGS			2.86-	
		Description: LIBRARY-DUE TO OTHERS - BOOK BAGS				
08/11/2025	CR	LIBRARY-DUE TO OTHERS - LIBRARY			2.86-	
		Description: LIBRARY-DUE TO OTHERS - LIBRARY				
08/18/2025	CR	LIBRARY-DUE TO OTHERS - LESTER PUBLI			2.86-	
		Description: LIBRARY-DUE TO OTHERS - LESTER PUBLIC LIBRARY				
08/25/2025	CR	LIBRARY-DUE TO OTHERS - LESTER PUBLI			5.71-	
		Description: LIBRARY-DUE TO OTHERS - LESTER PUBLIC LIBRARY				
		08/31/2025 (08/25) Period Totals and Balance		.00 *	14.29- *	161.33-

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
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SALES TAX COLLECTN PYBLE		07/31/2025 (07/25) Balance 280-29410				28.41-
07/31/2025	AP	Wisc Dept Of Revenue-DEBITMEMO		28.41		
		**Desc: Sales Tax July 2025				
08/04/2025	CR	LIBRARY - SALES TAX			4.50-	
		Description: LIBRARY - SALES TAX				
08/11/2025	CR	LIBRARY - SALES TAX			7.55-	
		Description: LIBRARY - SALES TAX				
08/18/2025	CR	LIBRARY - SALES TAX			10.57-	
		Description: LIBRARY - SALES TAX				
08/25/2025	CR	LIBRARY - SALES TAX			6.35-	
		Description: LIBRARY - SALES TAX				
08/31/2025 (08/25) Period Totals and Balance				28.41 *	28.97- *	28.97-
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FUND BALANCE UNRESERVED		07/31/2025 (07/25) Balance 280-34100				219.59
08/31/2025 (08/25) Period Totals and Balance				.00 *	.00 *	219.59
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GENERAL PROPERTY TAX		07/31/2025 (07/25) Balance 280-41110				681,790.00-
08/31/2025 (08/25) Period Totals and Balance				.00 *	.00 *	681,790.00-
YTD Encumbrance	.00	YTD Actual	-681,790.00 Total	-681,790.00 YTD Budget	-681,790.00 Unearned	.00
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COUNTY FUNDS		07/31/2025 (07/25) Balance 280-43720				226,860.00-
08/31/2025 (08/25) Period Totals and Balance				.00 *	.00 *	226,860.00-
YTD Encumbrance	.00	YTD Actual	-226,860.00 Total	-226,860.00 YTD Budget	-226,835.00 Unearned	(25.00)
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LIBRARY BOOK FINES		07/31/2025 (07/25) Balance 280-45300				1,697.39-
08/04/2025	CR	LIBRARY - LIBRARY BOOK FINES			49.89-	
		Description: LIBRARY - LIBRARY BOOK FINES				
08/11/2025	CR	LIBRARY - LIBRARY BOOK FINES			42.79-	
		Description: LIBRARY - LIBRARY BOOK FINES				
08/18/2025	CR	LIBRARY - LIBRARY BOOK FINES			22.59-	
		Description: LIBRARY - LIBRARY BOOK FINES				
08/25/2025	CR	LIBRARY - LIBRARY BOOK FINES			37.30-	
		Description: LIBRARY - LIBRARY BOOK FINES				
08/31/2025 (08/25) Period Totals and Balance				.00 *	152.57- *	1,849.96-
YTD Encumbrance	.00	YTD Actual	-1,849.96 Total	-1,849.96 YTD Budget	-3,100.00 Unearned	1,250.04
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COPIER SERVICE FEES		07/31/2025 (07/25) Balance 280-46712				4,396.54-
08/04/2025	CR	LIBRARY - LIBRARY SERVICE FEE			55.14-	
		Description: LIBRARY - LIBRARY SERVICE FEE				
08/11/2025	CR	LIBRARY - LIBRARY SERVICE FEE			106.24-	
		Description: LIBRARY - LIBRARY SERVICE FEE				

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
08/18/2025	CR	LIBRARY - LIBRARY SERVICE FEE Description: LIBRARY - LIBRARY SERVICE FEE			176.62-	
08/25/2025	CR	LIBRARY - LIBRARY SERVICE FEE Description: LIBRARY - LIBRARY SERVICE FEE			90.19-	
08/31/2025 (08/25) Period Totals and Balance				.00 *	428.19- *	4,824.73-
YTD Encumbrance	.00	YTD Actual	-4,824.73 Total	-4,824.73	YTD Budget	-9,000.00 Unearned 4,175.27
SALE OF PROP & EQUIP 07/31/2025 (07/25) Balance 280-48300						1,423.85-
08/04/2025	CR	LIBRARY - SALE-CITY PROPERTY Description: LIBRARY - SALE-CITY PROPERTY			31.90-	
08/11/2025	CR	LIBRARY - SALE-CITY PROPERTY Description: LIBRARY - SALE-CITY PROPERTY			42.00-	
08/18/2025	CR	LIBRARY - SALE-CITY PROPERTY Description: LIBRARY - SALE-CITY PROPERTY			31.90-	
08/25/2025	CR	LIBRARY - SALE-CITY PROPERTY Description: LIBRARY - SALE-CITY PROPERTY			30.95-	
08/31/2025 (08/25) Period Totals and Balance				.00 *	136.75- *	1,560.60-
YTD Encumbrance	.00	YTD Actual	-1,560.60 Total	-1,560.60	YTD Budget	-4,000.00 Unearned 2,439.40
DONATIONS 07/31/2025 (07/25) Balance 280-48500						17,726.55-
08/31/2025 (08/25) Period Totals and Balance				.00 *	.00 *	17,726.55-
YTD Encumbrance	.00	YTD Actual	-17,726.55 Total	-17,726.55	YTD Budget	-74,000.00 Unearned 56,273.45
OTHER REVENUES 07/31/2025 (07/25) Balance 280-48900						1,684.31-
08/27/2025	JE	Inter-dept'l Charge - Hours Spent Working Exp			1,222.50-	
08/31/2025 (08/25) Period Totals and Balance				.00 *	1,222.50- *	2,906.81-
YTD Encumbrance	.00	YTD Actual	-2,906.81 Total	-2,906.81	YTD Budget	-3,000.00 Unearned 93.19
FULLTIME ADMINISTRATION 07/31/2025 (07/25) Balance 280-55110-1100						180,105.60
08/08/2025	PC	PAYROLL TRANS FOR 8/2/2025 PAY PERIO		12,616.80		
08/22/2025	PC	PAYROLL TRANS FOR 8/16/2025 PAY PERIO		12,616.81		
08/31/2025 (08/25) Period Totals and Balance				25,233.61 *	.00 *	205,339.21
YTD Encumbrance	.00	YTD Actual	205,339.21 Total	205,339.21	YTD Budget	328,037.00 Unexpended 122,697.79
WAGES - FULLTIME 07/31/2025 (07/25) Balance 280-55110-1200						1,068.77
08/31/2025 (08/25) Period Totals and Balance				.00 *	.00 *	1,068.77
YTD Encumbrance	.00	YTD Actual	1,068.77 Total	1,068.77	YTD Budget	.00 Unexpended (1,068.77)
WAGES - FULLTIME 07/31/2025 (07/25) Balance 280-55110-1220						15,984.06
08/08/2025	PC	PAYROLL TRANS FOR 8/2/2025 PAY PERIO		1,624.00		

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
08/22/2025	PC	PAYROLL TRANS FOR 8/16/2025 PAY PERIO		1,624.00		
		08/31/2025 (08/25) Period Totals and Balance		3,248.00 *	.00 *	19,232.06
YTD Encumbrance	.00	YTD Actual	19,232.06 Total	19,232.06	YTD Budget	42,224.00 Unexpended 22,991.94
WAGES - PART TIME		07/31/2025 (07/25) Balance 280-55110-1230				3,977.19
08/08/2025	PC	PAYROLL TRANS FOR 8/2/2025 PAY PERIO		706.23		
08/22/2025	PC	PAYROLL TRANS FOR 8/16/2025 PAY PERIO		693.84		
		08/31/2025 (08/25) Period Totals and Balance		1,400.07 *	.00 *	5,377.26
YTD Encumbrance	.00	YTD Actual	5,377.26 Total	5,377.26	YTD Budget	.00 Unexpended (5,377.26)
WAGES - PART TIME		07/31/2025 (07/25) Balance 280-55110-1270				85,039.70
08/08/2025	PC	PAYROLL TRANS FOR 8/2/2025 PAY PERIO		5,800.22		
08/22/2025	PC	PAYROLL TRANS FOR 8/16/2025 PAY PERIO		5,682.55		
		08/31/2025 (08/25) Period Totals and Balance		11,482.77 *	.00 *	96,522.47
YTD Encumbrance	.00	YTD Actual	96,522.47 Total	96,522.47	YTD Budget	161,838.00 Unexpended 65,315.53
WI RETIREMENT		07/31/2025 (07/25) Balance 280-55110-1310				15,796.06
08/08/2025	PB	PAYROLL TRANS FOR 8/2/2025 PAY PERIO		1,129.01		
08/22/2025	PB	PAYROLL TRANS FOR 8/16/2025 PAY PERIO		1,129.01		
		08/31/2025 (08/25) Period Totals and Balance		2,258.02 *	.00 *	18,054.08
YTD Encumbrance	.00	YTD Actual	18,054.08 Total	18,054.08	YTD Budget	29,954.00 Unexpended 11,899.92
FICA		07/31/2025 (07/25) Balance 280-55110-1320				20,726.64
08/08/2025	PB	PAYROLL TRANS FOR 8/2/2025 PAY PERIO		1,489.85		
08/22/2025	PB	PAYROLL TRANS FOR 8/16/2025 PAY PERIO		1,491.23		
		08/31/2025 (08/25) Period Totals and Balance		2,981.08 *	.00 *	23,707.72
YTD Encumbrance	.00	YTD Actual	23,707.72 Total	23,707.72	YTD Budget	41,366.00 Unexpended 17,658.28
HEALTH INSURANCE		07/31/2025 (07/25) Balance 280-55110-1330				59,470.60
08/08/2025	PB	PAYROLL TRANS FOR 8/2/2025 PAY PERIO		8,495.80		
		08/31/2025 (08/25) Period Totals and Balance		8,495.80 *	.00 *	67,966.40
YTD Encumbrance	.00	YTD Actual	67,966.40 Total	67,966.40	YTD Budget	112,162.00 Unexpended 44,195.60
HEALTH INSURANCE OPT-OUT		07/31/2025 (07/25) Balance 280-55110-1334				2,884.65
08/08/2025	PC	PAYROLL TRANS FOR 8/2/2025 PAY PERIO		192.31		
08/22/2025	PC	PAYROLL TRANS FOR 8/16/2025 PAY PERIO		192.31		
		08/31/2025 (08/25) Period Totals and Balance		384.62 *	.00 *	3,269.27
YTD Encumbrance	.00	YTD Actual	3,269.27 Total	3,269.27	YTD Budget	.00 Unexpended (3,269.27)
LIFE INSURANCE		07/31/2025 (07/25) Balance 280-55110-1340				1,008.82
08/08/2025	PB	PAYROLL TRANS FOR 8/2/2025 PAY PERIO		169.76		
		08/31/2025 (08/25) Period Totals and Balance		169.76 *	.00 *	1,178.58
YTD Encumbrance	.00	YTD Actual	1,178.58 Total	1,178.58	YTD Budget	1,679.00 Unexpended 500.42
SICK LEAVE PAYOUT		07/31/2025 (07/25) Balance 280-55110-1361				1,319.92
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	1,319.92
YTD Encumbrance	.00	YTD Actual	1,319.92 Total	1,319.92	YTD Budget	.00 Unexpended (1,319.92)

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
PROF SERV - CITY SERVICES		07/31/2025 (07/25) Balance	280-55110-2100			29,749.54
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	29,749.54
YTD Encumbrance	.00	YTD Actual	29,749.54 Total	29,749.54	YTD Budget	51,900.00 Unexpended 22,150.46
PROFESSIONAL SERVICES		07/31/2025 (07/25) Balance	280-55110-2130			2,263.42
07/15/2025	AP	Algoma Public Library		6.99		
		**Desc: Missing Interlibrary Loan				
07/15/2025	AP	Algoma Public Library			6.99-	
		**Desc: Missing Interlibrary Loan				
07/31/2025	AP	Marco Technologies LLC		523.51		
		**Desc: Services - Lib				
08/01/2025	AP	Unique Management Services Inc		23.30		
		**Desc: July 2025 Placements-Lib				
08/27/2025	JE	Interdepartmental Charge - UW Webinars (Libr		160.00		
		08/31/2025 (08/25) Period Totals and Balance		713.80 *	6.99- *	2,970.23
YTD Encumbrance	.00	YTD Actual	2,970.23 Total	2,970.23	YTD Budget	6,500.00 Unexpended 3,529.77
TELEPHONE EXPENSE		07/31/2025 (07/25) Balance	280-55110-2200			458.49
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	458.49
YTD Encumbrance	.00	YTD Actual	458.49 Total	458.49	YTD Budget	1,200.00 Unexpended 741.51
ELECTRICITY		07/31/2025 (07/25) Balance	280-55110-2210			11,315.27
08/15/2025	HJ	Harris Journal Entry		3,342.97		
		08/31/2025 (08/25) Period Totals and Balance		3,342.97 *	.00 *	14,658.24
YTD Encumbrance	.00	YTD Actual	14,658.24 Total	14,658.24	YTD Budget	25,000.00 Unexpended 10,341.76
NATURAL GAS/HEAT		07/31/2025 (07/25) Balance	280-55110-2220			6,724.52
08/20/2025	AP	Wisconsin Public Service Corp		431.40		
		**Desc: 1001 Adams Street - Library				
		08/31/2025 (08/25) Period Totals and Balance		431.40 *	.00 *	7,155.92
YTD Encumbrance	.00	YTD Actual	7,155.92 Total	7,155.92	YTD Budget	13,500.00 Unexpended 6,344.08
WATER EXPENSE		07/31/2025 (07/25) Balance	280-55110-2230			1,250.20
08/15/2025	HJ	Harris Journal Entry		191.71		
		08/31/2025 (08/25) Period Totals and Balance		191.71 *	.00 *	1,441.91
YTD Encumbrance	.00	YTD Actual	1,441.91 Total	1,441.91	YTD Budget	2,160.00 Unexpended 718.09
SEWER EXPENSE		07/31/2025 (07/25) Balance	280-55110-2240			445.55
08/15/2025	HJ	Harris Journal Entry		80.45		
		08/31/2025 (08/25) Period Totals and Balance		80.45 *	.00 *	526.00
YTD Encumbrance	.00	YTD Actual	526.00 Total	526.00	YTD Budget	891.00 Unexpended 365.00
STORMWATER EXPENSE		07/31/2025 (07/25) Balance	280-55110-2250			559.51

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
08/15/2025	HJ	Harris Journal Entry		79.93		
		08/31/2025 (08/25) Period Totals and Balance		79.93 *	.00 *	639.44
YTD Encumbrance	.00	YTD Actual	639.44 Total	639.44 YTD Budget	960.00 Unexpended	320.56
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MAINTENANCE EQUIPMENT/VEH		07/31/2025 (07/25) Balance	280-55110-2410			9,648.31
07/25/2025	AP	4 K'S PEST CONTROL LLC		55.00		
		**Desc: General Pest Control - Library				
07/29/2025	AP	Schaus Mechanical		461.15		
		**Desc: Replaced failed parts found during PM - Lib				
08/04/2025	AP	Schaus Mechanical		2,888.14		
		**Desc: Maintenance - Lib				
08/06/2025	AP	Schaus Mechanical		1,814.00		
		**Desc: Maintenance - Lib				
08/06/2025	JE	HAMBURG - Main		120.59		
08/12/2025	AP	Communications Engineering Co		1,994.73		
		**Desc: Maintenance-LIB				
08/19/2025	AP	Veterans' Plumbing LLC		224.64		
		**Desc: MAINTENANCE - LIBRARY				
08/22/2025	AP	4 K'S PEST CONTROL LLC		55.00		
		**Desc: General Pest Control - Library				
		08/31/2025 (08/25) Period Totals and Balance		7,613.25 *	.00 *	17,261.56
YTD Encumbrance	.00	YTD Actual	17,261.56 Total	17,261.56 YTD Budget	25,000.00 Unexpended	7,738.44
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EQUIPMENT NEW		07/31/2025 (07/25) Balance	280-55110-2450			5,800.00
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	5,800.00
YTD Encumbrance	.00	YTD Actual	5,800.00 Total	5,800.00 YTD Budget	7,500.00 Unexpended	1,700.00
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PRINTING/ADVERTISING		07/31/2025 (07/25) Balance	280-55110-2910			137.00
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	137.00
YTD Encumbrance	.00	YTD Actual	137.00 Total	137.00 YTD Budget	200.00 Unexpended	63.00
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TECHNOLOGY		07/31/2025 (07/25) Balance	280-55110-2930			10,395.76
08/06/2025	JE	EHLE - Tech		65.41		
		08/31/2025 (08/25) Period Totals and Balance		65.41 *	.00 *	10,461.17
YTD Encumbrance	.00	YTD Actual	10,461.17 Total	10,461.17 YTD Budget	15,000.00 Unexpended	4,538.83
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OFFICE SUPPLIES		07/31/2025 (07/25) Balance	280-55110-3100			4,633.00
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	4,633.00
YTD Encumbrance	.00	YTD Actual	4,633.00 Total	4,633.00 YTD Budget	6,000.00 Unexpended	1,367.00
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POSTAGE		07/31/2025 (07/25) Balance	280-55110-3110			61.03
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	61.03
YTD Encumbrance	.00	YTD Actual	61.03 Total	61.03 YTD Budget	450.00 Unexpended	388.97

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
TRAVEL		07/31/2025 (07/25) Balance 280-55110-3300				1,151.48
08/06/2025	JE	EHLE - Travel / Due		50.00		
		08/31/2025 (08/25) Period Totals and Balance		50.00 *	.00 *	1,201.48
YTD Encumbrance	.00	YTD Actual	1,201.48 Total	1,201.48 YTD Budget	1,000.00 Unexpended	(201.48)
LANDSCAPING		07/31/2025 (07/25) Balance 280-55110-3560				7,566.06
07/31/2025	AP	Cretton Enterprises Inc		1,694.68		
		**Desc: July 2025 Services - LIB				
		08/31/2025 (08/25) Period Totals and Balance		1,694.68 *	.00 *	9,260.74
YTD Encumbrance	.00	YTD Actual	9,260.74 Total	9,260.74 YTD Budget	17,000.00 Unexpended	7,739.26
INSURANCES		07/31/2025 (07/25) Balance 280-55110-5200				8,698.50
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	8,698.50
YTD Encumbrance	.00	YTD Actual	8,698.50 Total	8,698.50 YTD Budget	14,400.00 Unexpended	5,701.50
TRANSFER TO CAP PROJ FNDS		07/31/2025 (07/25) Balance 280-55110-5950				3,300.00
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	3,300.00
YTD Encumbrance	.00	YTD Actual	3,300.00 Total	3,300.00 YTD Budget	2,706.00 Unexpended	(594.00)
PERIODICALS		07/31/2025 (07/25) Balance 280-55111-3230				3,311.85
08/06/2025	JE	HAMBURG - A Mag		171.84		
		08/31/2025 (08/25) Period Totals and Balance		171.84 *	.00 *	3,483.69
YTD Encumbrance	.00	YTD Actual	3,483.69 Total	3,483.69 YTD Budget	2,900.00 Unexpended	(583.69)
NON-FICTION BOOKS		07/31/2025 (07/25) Balance 280-55111-3400				8,967.26
08/06/2025	JE	HAMBURG - A Non Fic		1,312.52		
		08/31/2025 (08/25) Period Totals and Balance		1,312.52 *	.00 *	10,279.78
YTD Encumbrance	.00	YTD Actual	10,279.78 Total	10,279.78 YTD Budget	14,000.00 Unexpended	3,720.22
FICTION BOOKS		07/31/2025 (07/25) Balance 280-55111-3420				8,736.37
08/06/2025	JE	HAMBURG - A Fic		878.09		
		08/31/2025 (08/25) Period Totals and Balance		878.09 *	.00 *	9,614.46
YTD Encumbrance	.00	YTD Actual	9,614.46 Total	9,614.46 YTD Budget	14,000.00 Unexpended	4,385.54
LARGE PRINT BOOKS		07/31/2025 (07/25) Balance 280-55111-3430				5,395.47
06/13/2025	AP	Cengage Group		19.19		
		**Desc: ALP - Library				
06/19/2025	AP	Cengage Group		32.79		
		**Desc: ALP - Library				
06/27/2025	AP	Cengage Group		32.79		
		**Desc: ALP - Library				
07/16/2025	AP	Center Point Large Print		100.68		
		**Desc: ALP - Library				

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
08/01/2025	AP	Center Point Large Print **Desc: Alp-Library		47.94		
08/03/2025	AP	Center Point Large Print **Desc: Alp - Library		176.79		
08/06/2025	JE	HAMBURG - A Lg Print		311.63		
		08/31/2025 (08/25) Period Totals and Balance		721.81 *	.00 *	6,117.28
YTD Encumbrance	.00	YTD Actual	6,117.28 Total	6,117.28 YTD Budget	10,000.00 Unexpended	3,882.72
MOVIES		07/31/2025 (07/25) Balance 280-55111-3450				1,653.37
08/06/2025	JE	HAMBURG - A DVDs		123.78		
		08/31/2025 (08/25) Period Totals and Balance		123.78 *	.00 *	1,777.15
YTD Encumbrance	.00	YTD Actual	1,777.15 Total	1,777.15 YTD Budget	1,900.00 Unexpended	122.85
AUDIOBOOKS		07/31/2025 (07/25) Balance 280-55111-3470				1,464.11
08/06/2025	JE	HAMBURG - A Audio		35.99		
		08/31/2025 (08/25) Period Totals and Balance		35.99 *	.00 *	1,500.10
YTD Encumbrance	.00	YTD Actual	1,500.10 Total	1,500.10 YTD Budget	3,200.00 Unexpended	1,699.90
PROGRAMS		07/31/2025 (07/25) Balance 280-55111-3510				600.64
08/06/2025	JE	HAMBURG - A Prog		66.00		
08/18/2025	AP	Draeger, James Robert **Desc: 2025 Bottoms Up Program Presenter - Library		200.00		
08/18/2025	AP	Lewis, Chad **Desc: 2025 WI Gangster Program Presenter - Library		250.00		
		08/31/2025 (08/25) Period Totals and Balance		516.00 *	.00 *	1,116.64
YTD Encumbrance	.00	YTD Actual	1,116.64 Total	1,116.64 YTD Budget	2,000.00 Unexpended	883.36
PERIODICALS		07/31/2025 (07/25) Balance 280-55112-3230				213.81
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	213.81
YTD Encumbrance	.00	YTD Actual	213.81 Total	213.81 YTD Budget	300.00 Unexpended	86.19
NON-FICTION BOOKS		07/31/2025 (07/25) Balance 280-55112-3400				3,358.35
08/06/2025	JE	HAMBURG - JNF		511.83		
		08/31/2025 (08/25) Period Totals and Balance		511.83 *	.00 *	3,870.18
YTD Encumbrance	.00	YTD Actual	3,870.18 Total	3,870.18 YTD Budget	6,138.00 Unexpended	2,267.82
FICTION BOOKS		07/31/2025 (07/25) Balance 280-55112-3420				3,026.76
08/06/2025	JE	EHLE - J Fic		19.24		
08/06/2025	JE	HAMBURG - JF		658.44		
		08/31/2025 (08/25) Period Totals and Balance		677.68 *	.00 *	3,704.44
YTD Encumbrance	.00	YTD Actual	3,704.44 Total	3,704.44 YTD Budget	1,000.00 Unexpended	(2,704.44)
PAPERBACKS		07/31/2025 (07/25) Balance 280-55112-3440				496.46

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
08/06/2025	JE	EHLE - J Pap Back		56.39		
		08/31/2025 (08/25) Period Totals and Balance		56.39 *	.00 *	552.85
YTD Encumbrance	.00	YTD Actual	552.85 Total	552.85 YTD Budget	700.00 Unexpended	147.15
MOVIES		07/31/2025 (07/25) Balance 280-55112-3450				209.00
08/06/2025	JE	HAMBURG - JDVD		54.87		
		08/31/2025 (08/25) Period Totals and Balance		54.87 *	.00 *	263.87
YTD Encumbrance	.00	YTD Actual	263.87 Total	263.87 YTD Budget	1,200.00 Unexpended	936.13
AUDIOBOOKS		07/31/2025 (07/25) Balance 280-55112-3470				10.63
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	10.63
YTD Encumbrance	.00	YTD Actual	10.63 Total	10.63 YTD Budget	1,700.00 Unexpended	1,689.37
PROGRAMS		07/31/2025 (07/25) Balance 280-55112-3510				6,663.49
08/06/2025	JE	EHLE - J Prog		395.31		
08/06/2025	JE	HAMBURG - Jprog		48.41		
08/18/2025	AP	Two Rivers High School		250.00		
		**Desc: STEAMPunk FRC#4531-Summer Reading Programming				
		08/31/2025 (08/25) Period Totals and Balance		693.72 *	.00 *	7,357.21
YTD Encumbrance	.00	YTD Actual	7,357.21 Total	7,357.21 YTD Budget	10,000.00 Unexpended	2,642.79
JE BOOKS		07/31/2025 (07/25) Balance 280-55112-3530				2,316.24
08/06/2025	JE	HAMBURG - JEF		709.29		
		08/31/2025 (08/25) Period Totals and Balance		709.29 *	.00 *	3,025.53
YTD Encumbrance	.00	YTD Actual	3,025.53 Total	3,025.53 YTD Budget	6,000.00 Unexpended	2,974.47
MICROFILM		07/31/2025 (07/25) Balance 280-55114-3490				1,875.00
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	1,875.00
YTD Encumbrance	.00	YTD Actual	1,875.00 Total	1,875.00 YTD Budget	5,200.00 Unexpended	3,325.00
FICTION BOOKS		07/31/2025 (07/25) Balance 280-55115-3420				1,776.86
08/06/2025	JE	EHLE - YA Fic		9.99		
08/06/2025	JE	HAMBURG - YAF		1,306.23		
		08/31/2025 (08/25) Period Totals and Balance		1,316.22 *	.00 *	3,093.08
YTD Encumbrance	.00	YTD Actual	3,093.08 Total	3,093.08 YTD Budget	4,800.00 Unexpended	1,706.92
Number of Transactions: 114 Number of Accounts: 60				Debit	Credit	Proof
Total LIBRARY FUND:				89,382.63	89,382.63-	.00

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
CASH		07/31/2025 (07/25) Balance 282-11100				2,236.74-
08/31/2025	CA	Cash Allocation - Created: 08/19/25 3:17 PM		18.45		
08/31/2025	CA	Cash Allocation - Created: 09/03/25 2:37 PM			199.89-	
		08/31/2025 (08/25) Period Totals and Balance		18.45 *	199.89- *	2,418.18-
GENERAL FUND INVESTMENT		07/31/2025 (07/25) Balance 282-11302				88,842.72
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	88,842.72
FUND BALANCE UNRESERVED		07/31/2025 (07/25) Balance 282-34100				82,140.08-
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	82,140.08-
INTEREST ON INVESTMENTS		07/31/2025 (07/25) Balance 282-48110				4,833.72-
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	4,833.72-
YTD Encumbrance	.00	YTD Actual	-4,833.72 Total	-4,833.72	YTD Budget	-10,000.00 Unearned 5,166.28
DONATIONS		07/31/2025 (07/25) Balance 282-48500				4,554.88-
08/18/2025	CR	LIBRARY - DONATIONS-GIFT FUND			18.45-	
		Description: LIBRARY - DONATIONS-GIFT FUND				
08/25/2025	CR	LIBRARY - DONATIONS-GIFT FUND			36.25-	
		Description: LIBRARY - DONATIONS-GIFT FUND				
		08/31/2025 (08/25) Period Totals and Balance		.00 *	54.70- *	4,609.58-
YTD Encumbrance	.00	YTD Actual	-4,609.58 Total	-4,609.58	YTD Budget	-6,000.00 Unearned 1,390.42
ADULT GIFT		07/31/2025 (07/25) Balance 282-55110-7004				1,847.49
08/06/2025	JE	HAMBURG - A Gift		124.99		
		08/31/2025 (08/25) Period Totals and Balance		124.99 *	.00 *	1,972.48
YTD Encumbrance	.00	YTD Actual	1,972.48 Total	1,972.48	YTD Budget	1,500.00 Unexpended (472.48)
MEYER FOUNDATION		07/31/2025 (07/25) Balance 282-55110-7005				926.71
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	926.71
YTD Encumbrance	.00	YTD Actual	926.71 Total	926.71	YTD Budget	700.00 Unexpended (226.71)
YOUTH GIFT		07/31/2025 (07/25) Balance 282-55110-7008				2,148.50
08/06/2025	JE	EHLE - J Gift		111.15		
		08/31/2025 (08/25) Period Totals and Balance		111.15 *	.00 *	2,259.65
YTD Encumbrance	.00	YTD Actual	2,259.65 Total	2,259.65	YTD Budget	3,000.00 Unexpended 740.35
Number of Transactions: 6 Number of Accounts: 8				Debit	Credit	Proof
Total LIBRARY GIFT FUND:				254.59	254.59-	.00

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
CASH		07/31/2025 (07/25) Balance	456-11100			10,746.32
08/31/2025	CA	Cash Allocation - Created: 08/06/25 12:48 PM		178.35		
08/31/2025	CA	Cash Allocation - Created: 08/19/25 3:17 PM		100.00		
		08/31/2025 (08/25) Period Totals and Balance		278.35 *	.00 *	11,024.67
FUND BALANCE UNRESERVED		07/31/2025 (07/25) Balance	456-34100			9,093.83-
		08/31/2025 (08/25) Period Totals and Balance		.00 *	.00 *	9,093.83-
DONATIONS		07/31/2025 (07/25) Balance	456-48500			1,652.49-
08/04/2025	CR	LIBRARY - DONATIONS-BUILDING FUNDS Description: LIBRARY - DONATIONS-BUILDING FUNDS			178.35-	
08/18/2025	CR	LIBRARY - DONATIONS-BUILDING FUNDS Description: LIBRARY - DONATIONS-BUILDING FUNDS			100.00-	
		08/31/2025 (08/25) Period Totals and Balance		.00 *	278.35- *	1,930.84-
YTD Encumbrance	.00	YTD Actual	-1,930.84 Total	-1,930.84	YTD Budget	.00 Unearned (1,930.84)
Number of Transactions: 4 Number of Accounts: 3				Debit	Credit	Proof
Total LIBRARY BLDING & GROUNDS FUND:				278.35	278.35-	.00
Number of Transactions: 124 Number of Accounts: 71				Debit	Credit	Proof
Grand Totals:				89,915.57	89,915.57-	.00

Report Criteria:

Actual Amounts
 Accounts With Balances Or Activity
 Summarize Payroll Detail
 Print Period Totals
 Print Grand Totals
 Include Only Description Comments
 Print Transactions In Date Order
 Include FUNDS: 280,282,456
 Page and Total by FUND
 All Segments Tested for Total Breaks

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

24/7 support and information for Alzheimer's caregivers and families

Whether you're a person experiencing memory loss, a caregiver, a health care professional or a member of the public, the Alzheimer's Association 24/7 Helpline can connect you with resources, provide information or offer support. The Helpline is open 24 hours a day, 365 days a year: 844-440-6600.

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

\$90,904.20

1 Month Ago	\$90,056.57
1 Year Ago	\$88,813.35
3 Years Ago	\$85,819.85
5 Years Ago	\$396,261.32

Value Summary

	This Period	This Year
Beginning value	\$90,056.57	\$87,954.28
Assets added to account	0.00	0.00
Assets withdrawn from account	0.00	-4,000.00
Fees and charges	-85.79	-655.85
Change in value	933.42	7,605.77
Ending Value	\$90,904.20	

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

Asset Details (as of Aug 29, 2025)

additional details at www.edwardjones.com/access

Assets Held At Edward Jones

	Current Yield/Rate	Beginning Balance	Deposits	Withdrawals	Ending Balance
Money Market	3.65%*	\$32.44	\$0.05	—	\$32.49

* 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
Amrc Avnt SC ETF	85.78	11	878.24	65.34	943.58
Ish Core S&P 500	648.32	5	2,598.45	643.15	3,241.60
Ish RS MD-C ETF	96.06	19	1,634.79	190.35	1,825.14
Vng Growth Index	458.62	4	1,529.28	305.20	1,834.48

Asset Details (continued)

Mutual Funds	Price	Quantity	Cost Basis	Unrealized Gain/Loss	Value
Bridge Builder Core Bond	9.05	1,803.763	18,124.96	-1,800.90	16,324.06
Bridge Builder Core Plus Bond	8.92	2,224.553	22,311.19	-2,468.18	19,843.01
Bridge Builder INTL Equity	15.03	547.306	6,220.20	2,005.81	8,226.01
Bridge Builder Large Growth	27.63	399.349	6,518.41	4,515.60	11,034.01
Bridge Builder Large Value	18.43	599.676	7,586.76	3,465.27	11,052.03
Bridge Builder Small/Mid Grw	17.12	154.985	2,203.54	449.80	2,653.34
Bridge Builder Small/Mid Value	15.31	184.815	2,017.09	812.43	2,829.52
Invesco INTL Sm-Mid Company R6	42.56	21.171	903.14	-2.10	901.04
JPM U.S. Govt Mny Mkt Capital	1.00	903.96	—	—	903.96
MFS INTL Intrinsic Value R6	44.30	23.837	990.76	65.22	1,055.98
Nyli Mackay HI Yld Corp BD R6	5.22	888.668	4,817.80	-178.95	4,638.85
PIMCO INTL Bond (USD-Hedged) I	9.91	91.596	883.25	24.47	907.72
Principal Midcap R6	48.00	55.362	2,044.53	612.85	2,657.38
Total Account Value					\$90,904.20

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)	\$7.91
Long Term (held over 1 year)	1,476.77
Total	\$1,484.68

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

Detail of Realized Gain/Loss from Sale of Securities

	Purchase Date	Sale Date	Quantity	Cost Basis	Proceeds	Realized Gain/Loss	
Bridge Builder INTL Equity	10/10/2019	08/18	53.288	\$602.33	\$807.32	\$204.99	LT

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

Investment and Other Activity by Date

Date	Description	Quantity	Amount
8/01	Dividend on JPM U.S. Govt Mny Mkt Capital on 181.68 Shares at Daily Accrual Rate		\$0.76
8/01	Reinvestment into JPM U.S. Govt Mny Mkt Capital @ 1.00	0.76	-0.76
8/01	Dividend on Bridge Builder Core Bond on 1,796.99 Shares at Daily Accrual Rate		60.75
8/01	Reinvestment into Bridge Builder Core Bond @ 8.97	6.773	-60.75
8/01	Dividend on Bridge Builder Core Plus Bond on 2,215.058 Shares at Daily Accrual Rate		83.84
8/01	Reinvestment into Bridge Builder Core Plus Bond @ 8.83	9.495	-83.84
8/01	Dividend on Nyli Mackay HI Yld Corp BD R6 on 883.622 Shares @ 0.029		26.24
8/01	Reinvestment into Nyli Mackay HI Yld Corp BD R6 @ 5.20	5.046	-26.24
8/01	Dividend on PIMCO INTL Bond (USD-Hedged) I on 91.259 Shares at Daily Accrual Rate		3.34
8/01	Reinvestment into PIMCO INTL Bond (USD-Hedged) I @ 9.90	0.337	-3.34
8/07	Redeemed JPM U.S. Govt Mny Mkt Capital @ 1.00	-85.8	85.80
8/07	Program & Platform Fees		-85.80
8/19	Fee Offset		0.01
8/19	Sell Bridge Builder INTL Equity @ 15.15	-53.288	807.32
8/19	Buy JPM U.S. Govt Mny Mkt Capital @ 1.00	807.32	-807.32

Money Market Detail by Date

Beginning Balance on Jul 26					\$32.44
Date	Transaction	Description	Deposits	Withdrawals	Balance
8/20	Deposit		0.01		\$32.45
8/20	Income	Dividend on Money Market for 30 Days @ 3.66%	0.04		\$32.49
Total			\$0.05		
Ending Balance on Aug 29					\$32.49

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
August 2025**

News

- The library will contribute to a weekly "City Council Brief." City Manager, Kyle Kordell, created this weekly newsletter to help the citizens of Two Rivers keep current on City-wide events and services. The newsletter will be delivered via email, via Constant Contact (similar to the library's monthly e-newsletter) and will require citizens to sign up for the 'Brief.'
- Our graphic novel collection received new labels and catalog errors corrected by Marie Bonde, Customer Service Coordinator and her team.
- The Summer Reading Brat Fry and Art Splash was a success. The Brat Fry brought in a record \$1,934.00, those funds were evenly divided - \$967.00 each to Healthiest Manitowoc County Early Learning Coalition and Reach Out and Read. A fun afternoon for 350 people on the library lawn.
- Terry Ehle, Youth Coordinator, had a table at the August 6, "Back to School Carnival" hosted by the Two Rivers Senior Center in the Community House gymnasium. Terry interacted with over 250 participants.
- Lester Public Library's three-person team took third in the annual Battle of Books competition hosted by the Manitowoc Calumet Library System. Congratulations to the team from Brillion Public Library for taking first place.
- Terry Ehle, Youth Coordinator, and Marie Bonde, Customer Service Coordinator, attended the virtual training session offered to department heads and supervisors, 'World-Class Communications.' Presented by Kate Schlesinger, Center for Professional and Executive Development, Wisconsin School of Business, outcomes of the training included - improving communication presence, tone, and influence; setting a shared bar for professionalism and interaction norms; and launching culture work and strengthening team cohesion.

Library Foundation – No Report

Library Legislation

Institute of Museum and Library Services (IMLS) Funding Update. The Senate Appropriation committee that met on July 31, recommended and passed full funding for IMLS in the Federal FY26 Budget, \$291,800,000.

Relevant budget section:

Budget activity Committee recommendation

Library Services Technology Act [LSTA]:

Grants to States	\$183,000,000
Native American Library Services	5,763,000
National Leadership: Libraries	15,287,000
Laura Bush 21st Century Librarian	10,000,000
Subtotal, LSTA	214,050,000

Museum Services Act:

Museums for America	28,730,000
21st Century Museum Professional	1,000,000
Native American/Hawaiian Museum Services	3,772,000

National Leadership: Museums	9,348,000
Subtotal, MSA	42,850,000
African American History and Culture Act	4,200,000
National Museum of the American Latino Act	4,200,000
Research, Analysis and Data Collection	5,500,000
Administration	21,000,000
IMLS, Total	291,800,000

Activities

08/02/25 – Provided a library tour for incoming City Manager, Kyle Kordell

08/04/25 – Attended a welcoming reception for incoming City Manager, Kyle Kordell with Terry Ehle, Youth Services Coordinator in Central Park

08/04/25 – Toured a candidate for the director of the Hamilton Wood Type & Printing Museum, with Joe Metzen, City Tourism Director, through the library

08/04/25 – Two Rivers City Council Meeting

08/05/25 – Toured a candidate for the director of the Hamilton Wood Type & Printing Museum, with Joe Metzen, City Tourism Director, through the library

08/05/25 – Attended and photographed Two Rivers Police Department and Cool City Crime Prevention's 2025 National Night Out

08/06/25 – Attended the Summer Reading Brat Fry and Art Splash

08/07/25 – Two Rivers Business Association Monthly Meeting

08/12/25 – Lester Public Library Management Team Meeting

08/12/25 – Lester Public Library Board of Trustees Meeting

08/13/25 – Lester Public Library All Staff Meeting

08/13/25 – City of Two Rivers Department Heads Meeting

08/14/25 – Manitowoc Calumet Library Automated Resource Sharing Consortium (LARS) Participants Council Meeting with Marie Bonde, Customer Service Coordinator, and Chris Hamburg, Adult Services Coordinator, Kiel Public Library Hosted the Meeting

08/14/25 – Manitowoc Calumet Library System Directors Meeting, Kiel Public Library Hosted the Meeting

08/14/25 – Attended a City Staff Reception for retiring City Manager, Greg Buckley, with Terry Ehle, Youth Services Coordinator, and Marie Bonde, Customer Service Coordinator

08/18/25 – Two Rivers City Council Meeting

08/19/25 – Lester Public Library Management Team Meeting

08/25/25 – Lester Bentley Committee of the Two Rivers Historical Society

08/26/25 – Lester Public Library Management Team Meeting

08/27/25 – City of Two Rivers Department Heads Meeting

08/29/25 – Met with Sharon Sleger, President, Lester Public Library Board of Trustees

Jeff Dawson, Director, Lester Public Library 09/02/2025

Lester Public Library Statistical Report										
Aug-25										
Circulation										
	Aug 2025		Aug 2024		2025 YTD		2024 YTD		%Chng	
	Total	%Circ	Total	%Circ	Total	%Circ	Total	%Circ	Total	%Circ
Circulation Total	8,560		9,288	-8%	71,565		72,420	-1%		
Total Visitors	6,340		6,361	0%	46,947		49,420	-5%		
Users										
Children (0-11)	605	7%	630	-4%	4,375	6%	3,758	5%	16%	
Young Adult (11-17)	265	3%	339	-22%	2,183	3%	2,056	3%	6%	
Adult (18+)	7,231	84%	7,741	-7%	59,867	84%	60,379	-1%		
Outreach	51	1%	29	76%	1,501	2%	1,731	2%	-13%	
School	51	1%	143	-64%	850	1%	1,403	2%	-39%	
ALL OTHERS	357	4%	406	-12%	2,789	4%	3,093	4%	-10%	
Item Type										
Adult	5,345	62%	5,687	-6%	44,066	62%	45,380	63%	-3%	
Youth	3,215	38%	3,601	-11%	27,499	38%	27,040	37%	2%	
Self-check use	2,943	34%	3,281	-10%	22,551	32%	23,507	32%	-4%	
Drive Through Use	378	4%	357	6%	3,742	5%	4,007	6%	-7%	
LARS ACTIVITY										
Sent to LARS	2,608		2,547	2%	21,056		20,867	1%		
Rec from LARS	1,311		1,370	-4%	10,982		11,365	-3%		
NEW REGISTRATIONS										
Total	39		31	26%	286		266	8%		
OVERDRIVE EBooks & EAudiobooks										
Total	1925		1780	8%	15,085		15,123	0%		

Information Services

	Aug 2025	Aug 2024	%Chng	2025 YTD	2024 YTD	%Chng
Walk-in	916	849	8%	6,902	8,088	-15%
Phone	246	204	21%	1,806	2,169	-17%
Mail	0	0	0%	0	0	
Electronic	139	110	26%	1,285	1,052	22%
Reference Total	1,301	1,163	12%	9,993	11,309	-12%
PC Internet Use # of Users	476	579	-18%	4,251	3,995	6%
PC Internet Use (Hours)	332	454.5	-27%	2,714	3,128	-13%
Computer Use Total	808	1,033.5	-22%	6,965	7,123	-2%

Children's Programming

In-house Programs	22	17	29%	146	147	-1%
In-house Attendance	2,396	1,939	24%	12,247	12,757	-4%
Outreach Programs	3	0	#DIV/0!	58	45	29%
Outreach Attendance	425	0	#DIV/0!	5,038	4,126	22%

Young Adult Programs

In-house Programs	7	4	75%	20	20	0%
In-house Attendance	233	120	94%	522	778	-33%

Adult Programs

In-house Programs	10	8	25%	89	75	19%
In-house Attendance	286	315	-9%	1,677	2,498	-33%

Meeting Room Use

Bookings	1	3	-67%	34	38	-11%
Attendance	6	44	-86%	532	524	2%

Reference Monthly Statistical Summary

August 2025

Reference Questions

Adult Walk In	916
Adult Phone	246
Adult Email	139
Adult Mail	0
Reference Total	1301

Computer Usage

# of Users	476
Internet Hours	332
	332

Email Requests

*Adult Requests	139
*Youth Requests	
	139

Website*

Unique Visits	2528
Visits	3037
Pageviews	4685
Unique Pageviews	3906
# Books Checked Out	
New Library Cards	

Dramatic Play

Informal count of patrons in play area (non-program times).

# times counted	13
# of patrons	152

*Pageviews measure how many times content is seen, visits measure how many times someone engages with the site, and unique visits measure the overall audience size.

Youth Programs

In House	22
Attendance	2396
Outreach	3
Attendance	425

Young Adult Programs

In House	7
Attendance	233

Adult Programs

Attendance

IP Book Club	5
IP Strictly Fiction	6
IP LPL Flix	24
IP Adult Craft	12
Adult Reading Program	192
IP Book to Art	6
IP International Film	12
IP Sit'n'Stitch	4
IP Beekeeping	17
IP Mah Johnng	8

Total # Programs	10
Total Attendance	286

IP=In Person

IP Family Game Night	22
IP Story Time/3	191
*Story Time To-Go/1	66
Art to Go/3	236
Family w/ STEAM Pack	202
IP Babygarten AM	27
IP Babygarten PM	31
IP Falling Star Daycare	38
Dramatic Play	152
IP STEAM in Action	40
IP Art Splash	356
Summer Gallery	76
TReasure Quest	217
SRP Read To Me	147
SRP Read on Own	163
Hidden Ghost Game	216
IP Move & Shakers AM	96
IP Move & Shakers PM	120
	2396

STEAM on Lakeshore	96
Back 2 School Carn.	247
Battle of the Books	82

Teen Reading Program	42
Teen Art To Go/3	78
Pokemon Hunt	80
IP Anime Club	18
IP Foam Fest	15

425

233

LIBRARY LINKS

LESTER PUBLIC LIBRARY

SEPTEMBER 2025



Battle of the Books Team LPL more photos @ [flickr.com/photos/lesterpubliclibrary](https://www.flickr.com/photos/lesterpubliclibrary)

Genealogy Club

Thursday, Sept 4
10:15 AM-noon

Research expert Alan Wambold shows best practices for uncovering family stories. Learn valuable techniques for research, organization, and solving historical mysteries. Meetings are held the first Thursday of each month. New members are always welcome.

THIS MONTH:



...see attached bookmark for details!

Sanibel to Siberia

Tuesday, Sept 16 • 6:00 PM

This short film profiles *Spirit of the Rivers* sculptor R.T. "Skip" Wallen and his two-year journey to create a bronze monument commemorating the World War II Lend-Lease program. Sculpted in Florida and installed in Alaska, the piece underscores America's shift from isolationism, marked by the transfer of nearly 8,000 U.S. warplanes to Russian pilots who flew them across Siberia to the western front. *Meet at the fireplace for the viewing.*



Tech Help

Thursday, Sept 25
2:00-4:00 PM

Need help setting up or using a device? Expert Maribeth Wester can fluently address issues simple to complex. Find her in the Webster Room.

Career Navigation

Mondays, Sept 15 & 29
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. Provided by Job Service, an agency within the Department of Workforce Development.

HOURS	Mon-Thu	10:00-8:00
	Friday	10:00-5:30
	Saturday	10:00-2:00
	Sunday	Closed

READING CHALLENGES

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 Challenges 2025

September 15-December 13—register today!

Read Your Socks Off!...Then We'll Replace 'Em • Ages 18+

Get cozy with good books! Complete reading challenges on a BINGO card. Click on each square (or badge) to reveal the task—enter a short response. Get a BINGO and get a pair of fuzzy socks! Complete the entire card for an automatic entry into a raffle for \$10 in Chamber Bucks.

The Great Fall Read & Feed • Ages 11-17

Books feed your mind. Snacks feed the rest. Love books? Love snacks? Join the challenge! Read or listen to books, log them on Beanstack, and score badges and prizes all season long—including a tasty snack pack! Knock out five books and earn a free one of your own!

Harvest a Good Book • Ages 0-10

It's harvest season—time to grow your love of reading! Pick up a basket sheet at the Help Desk and register on Beanstack. Read a book, listen to a story, or have someone read to you—it all counts! Each activity earns you a virtual badge and a fruit or veggie sticker for your basket. Watch for fun surprises along the way, and when your basket is full, you'll take home a free book!



In It 4 LOVE (Ages 18+)

Aw, sweet romance: a reading challenge for those who swoon...who melt...who get weak in the knees. Indulge in the magic! Explore irresistible tropes, discover award-winning stories, and fall head over heels for unforgettable romantic leads. Complete activities to earn a special patch that showcases your dedication to the genre.



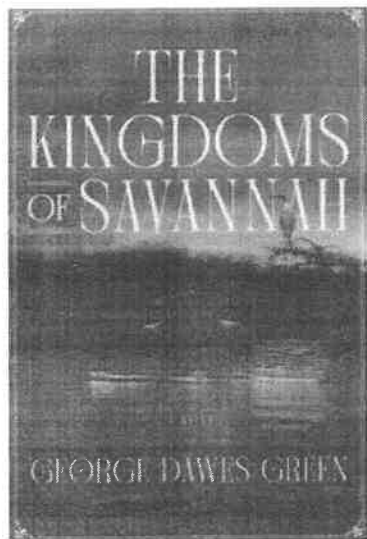
Ongoing Challenges

- **Above Average Reader 2025** (Ages 14+): American adults read an average of 12 books each year, with half reading four or fewer. How do you rank? Attain ABOVE AVERAGE status when you hit 13 to receive a tote or patch. Continue reading to achieve SUPERIOR status—log 52 books in 2025 to receive a patch for your tote.
- **Mystery Maven** (Ages 18+): Don your deerstalkers, dear readers, and investigate different subgenres and award-winning titles. Perform all activities to complete the challenge and snag an elusive patch as a shrewd connoisseur of mystery.
- **Babies Bloom:** Read 100 books by age one. Share books to strengthen your baby's foundation for learning, and the bond between baby and their favorite teacher: YOU!
- **1,000 Books Before K:** Read 1,000 books together before your child enters five-year-old kindergarten. Earn FREE BOOKS as you hit each 100-book milestone!
- **500 Books Before Middle School** (Ages 6-10): Now that your child is reading on their own, challenge them to read 500 books before middle school. Earn reading badges, fun charms, and FREE BOOKS!

BOOK CLUBS

Pick up current selections at the front desk. New members always welcome! Ages 18+

Book Discussion Group



Wednesday, Sept 3
4:00 PM

The Kingdoms of Savannah
by George Dawes Green

On a balmy Southern night, locals gather at favorite watering hole Bo Peep's. Within an hour a man will be murdered and his companion will vanish, drawing unlikely Detective Musgrove—doyenne of Savannah society—into unraveling the mystery. Enlisting her reluctant children, she soon uncovers terrifying truths that rock Savannah's power structure to its core.

Strictly Fiction

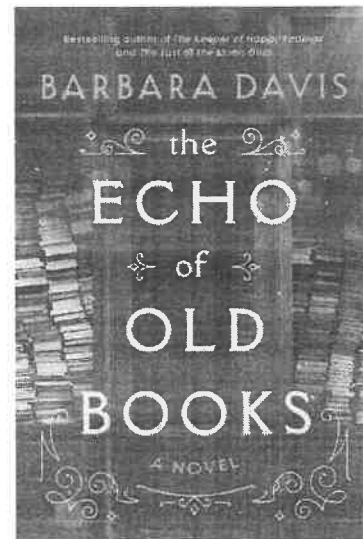


Monday, Sept 8
6:30 PM

Family Lore
by Elizabeth Acevedo (Fiction)

Flor has a gift: she can predict, to the day, when someone will die. So when she decides she wants a "living wake," her sisters are surprised and wonder if she has foreseen her own death. The story spans the three days leading up to the wake, and moves between the present and the past as the family migrates from the Dominican Republic to New York City.

Book to Art



Saturday, Oct 25
11:00 AM

The Echo of Old Books
By Barbara Davis

Rare-book dealer Ashlyn Greer has a unique gift: she can sense the emotional imprints left by a book's previous owners. When she discovers two unpublished volumes detailing a tragic romance, Ashlyn becomes obsessed. Each book contains conflicting accounts from the authors, and hints at a mystery. As Ashlyn digs deeper she uncovers a trail of betrayal and heartbreak.



NEW Silent Book Club

Thursday, Sept 11 • Noon-12:45 PM • Ages 18+

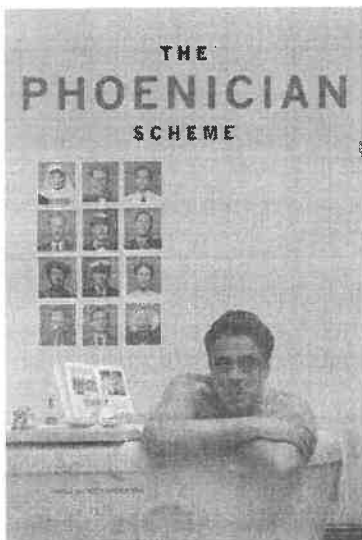
Take a break from the rush; slow down with a book! Settle in for 30 minutes of uninterrupted reading, followed by 15 minutes to share recommendations, swap thoughts, or simply listen in. Conversation is welcome, but never required.

Meet at the library's fireplace the second Thursday of each month.

MOVIES

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

LPL Flix



Friday, Sept 5
1:00 PM

The Phoenician Scheme

Rated PG-13. Runtime: 1:41.

A slick con artist poses as a wealthy investor to scam a group of businesspeople out of millions. When the scheme collapses, his only heir—a devoted nun—must decide whether to walk away or step into his tangled legacy.

International Film



Tuesday, Sept 16
6:00 PM

Slow

Runtime: 1:48.

A Lithuanian romantic drama. Dancer Elena and sign language interpreter Dovydas meet and form a beautiful bond. As they dive into a new relationship, they must navigate how to build their own kind of intimacy.

Resources for Aging & Disability Support

Friday, Sept 19 • 10:00 AM-1:00 PM • Ages 18+

The Aging and Disability Resource Center of the Lakeshore connects older adults, people with disabilities, and their families to local services and long-term care options. Stop in to speak with ADRC representatives who can help navigate available resources.

Get CRAFTY

Sit'n'Stitch

Saturday, Sept 13
10:00 AM-2:00 PM

A companionable meetup for cross stitch aficionados. Bring a current project and enjoy your craft down by the fireplace. Beverages and snacks welcome.

Scrappy Sunflowers

Saturday, Sept 13
10:30 AM-12:30 PM • Ages 18+

Turn canning lids and fabric scraps into cheerful sunflowers that brighten up your fall décor—no green thumb required!

Registration required; call 920.793.8888.

Get Crafty Newsletter

Sign up today for updates on all things crafty at the library—classes, new books, and more! Email lesref@lesterlibrary.org and provide your name and email.

Book it!

Personalized monthly book subscription

Looking for your next great read? Let us do the browsing for you! With *Book It!*, our expert staff will hand-pick 2-3 books each month based on your favorite genres or authors, or whatever vibe you're feeling. Find the request forms at the front desk, and fill out by the 15th of each month to receive your customized *Book It!* bundle at the start of the next month.

No commitment required—sign up monthly or as you like. Library card required.

For adults 18+.



TR vs. Freedom @TRHS

Friday, September 5 • 7:00 PM • \$3 students

Cheer on the Raiders at the varsity football game—wear your patriotic gear!

Homecoming: TR vs. Wrightstown @TRHS

Friday, September 19 • 7:00 PM • \$3 students

Cheer on the Raiders at the Homecoming game—show your Raider pride!

Minecraft Block Party @ LPL

Friday, September 26 • 7-9:30 PM • Grades 6-12

Watch the Minecraft movie (movie munchies included), craft locker magnets, and put your skills to the test in movie trivia. Afterward, dash through the library in a capture-the-flag showdown. Registration required; call 920.793.8888.



Bilingual Language Classes

Wednesdays, Sept 3-Nov 19 • 6-7:30 PM • Ages 18+

Los miércoles en septiembre, octubre y noviembre; a las 6 de la tarde.

A welcoming class for Spanish and English speakers who want to learn or improve skills in the other language. Instruction is based on the sandwich technique of pronunciation, conversation and grammar.

No registration required. Presented by Woods Outreach.

Aprender inglés con el enfoque en la pronunciación, la gramática, y la conversación. No requiere registrarse, y es completamente gratuita.

Ofrecida por Woods Outreach.



LPL Pages

Teen Book Subscription

Sign up now; new box October 1.

Get books selected just for you! Scan the QR code to answer a few questions, then pick up your box at the front desk or drive-thru and start reading. Each one includes two great books, snacks, and some fun surprises! Boxes are issued every other month. Subscribe by Oct 15 to receive the October edition.

For grades 8-12. Library card required.

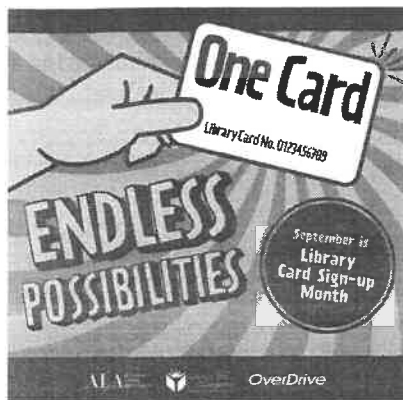
Need a teen book suggestion?
Email Ms. Terry @
tehle@lesterlibrary.org today!

Teen Anime Club

Tuesday, Sept 23

5:30-7:30 PM

Anime and manga fans: Watch anime, talk about favorite series, do creative projects—and SNACK of course! Action, romance, slice-of-life...there's something for everyone. For teens in grades 6-12.



Celebrate Library Card Sign-up Month!

All month long.

Sign up for a library card in September and receive a coupon good for one free book from our ongoing used book sale or at the annual Fall Book Sale Sept. 25, 26 & 27.

Already have a card? Pick out a book and show your library card at the front desk as your payment—one free book per patron.

EARLY LITERACY

TALK

READ

WRITE

PLAY

SING



Babygarten

Wednesdays, 6:15 PM
Sept 24-Oct 22

Thursdays, 10:15 AM
Sept 25-Oct 23

For babies 0-18 months and their caregivers. Share nursery rhymes, songs and books, plus a weekly project. Each class concludes with free time for play. Registration required; call 920.793.8888.

Movers & Shakers

Wednesdays
10:15 AM & 6:15 PM
Aug 13-Sept 17

Movin', groovin' and learnin' for children 18 months-3 along with their caregivers. Toddlers need to MOVE to learn! Active storytelling, engaging play, music and more.

Call 920.793.8888 to register.

Story Time

Tuesdays, 10:15 AM
Sept 16, 23 & 30

Stories, movement, music and FUN! Play-based learning leads to success in school and life. Activities embrace the five early literacy practices: read, sing, play, talk and write. Geared for preschoolers but all are welcome. After Story Time, engage in process art and other hands-on activities.

TO GO

Pick up packs at the front desk or drive-thru while supplies last.

Family Activity Packs

Mini Masterpieces Available Sept 2.

Mini canvas, maximum creativity! We'll provide everything you need to create your own tiny work of art—perfect for a tiny gallery at home.

One supply pack per family. New packs available monthly.

No library card required.



Art To Go

New packs Sept 15 & 29

Packs contain all the supplies needed for fun projects. Geared for school-age children. No library card required.

- Sept 15: Romero Britto Inspired Leaf
- Sept 29: Fizzing Apple Art

Story Time To Go

Weekly packs begin Sept 15

Books, music suggestions, finger plays, and math, science and art activities that reinforce the five vital early literacy practices: read, sing, talk, play and write. One per family per week. Geared for ages 0-6. Library card required to check out books that accompany packs.



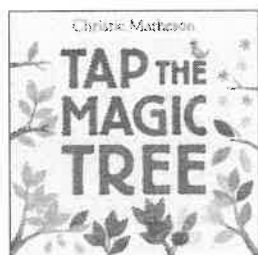
Welcome to the Farmers Market!

New dramatic play center opens Monday, Sept 22

Immerse yourselves in a delightful world of play! Step into our new dramatic play center and discover the fun of a bustling farmers market. Be a customer searching for the perfect pumpkin, a basket of ripe tomatoes, or a jar of golden honey. Try life as a farmer gathering eggs from the coop, a beekeeper caring for buzzing hives, or a gardener proudly showing off fresh-picked produce. You might even be the home canner at the jam counter or the baker selling warm loaves of bread. However you play, everyone's welcome at the farmers market—where imagination is always in season!

Take a StoryWalk®—new titles Sept 26!

Library



Zander Park

Take a joyous journey along two outdoor storybook paths. The library path features Alice Schertle's *Little Blue Truck*.

Visit Zander Park (1406 Parkway Blvd.) to explore the natural area and read Christie Matheson's *Tap the Magic Tree*.

Family Game Nights

Mondays • 6:00-7:30 PM

Bring the family or meet up with friends; we have all your favorite board and card games. FREE popcorn! Bring drinks, select your games, and find a spot anywhere in the library to play.





SEPTEMBER

MON	TUE	WED	THU	FRI	SAT
1 Library closed Happy Labor Day!	2 NEW Family Activity pack	3 10:15 & 6:15 Movers & Shakers 4:00 Book Discussion Group 6-7:30 Bilingual Class	4 10:15-noon Genealogy	5 1:00 LPL Flix 7:00 TR Teen @ TRHS: Varsity Football Game	6
8 6-7:30 Family Game Night 6:30 Strictly Fiction	9 6:00 Library Board Meeting	10 10:15 & 6:15 Movers & Shakers 6-7:30 Bilingual Class	11 12:00 NEW Silent Book Club 6:00 Wisconsin's Gangster Past	12	13 10-2:00 Sit'n'Stitch 10:30-12:30 Scrappy Sunflowers
15 Fall reading challenges begin NEW Story Time & Art To Go packs 10-noon Career Navigation 6-7:30 Family Game Night	16 10:15 Story Time 6:00 Sanibel to Siberia 6:00 International Film	17 10:15 & 6:15 Movers & Shakers 6-7:30 Bilingual Class	18 6:00 German Community Life and Traditions	19 10-1:00 Resources for Aging & Disability Support 7:00 TR Teen @ TRHS: Varsity Football Game	20
22 NEW Story Time To Go pack NEW Dramatic Play Center Opens 6-7:30 Family Game Night	23 10:15 Story Time 5:30-7:30 Teen Anime Club	24 6-7:30 Bilingual Class 6:15 Babygarten	25 BOOK SALE 10:15 Babygarten 2-4:00 Tech Help 6:00 Bottoms Up	26 BOOK SALE 7-9:30 TR Teen @ LPL: Minecraft Block Party NEW StoryWalks®	27 BOOK SALE
29 NEW Story Time & Art To Go packs 10-noon Career Navigation 6:00 Brewed in Tradition 6-7:30 Family Game Night	30 10:15 Story Time	<div> <div> <h2>Fall Used Book Sale</h2> <h3>Thursday, Friday & Saturday, Sept 25-27</h3> <p>Sale held during regular library hours by the fireplace. Thursday: Books & music CDs-50¢; audiobooks & DVDs-\$1; Friday: BOGO!; Saturday: Fill a bag! \$1-paper sack; \$2-get a reusable bag to fill with all that fits.</p> </div> <div> </div> </div>			

Title 1
Chapter 8

Administration
Theft or Mutilation of Library Material

01-08-01 Library Policy

- a) Theft of library material is a crime in the State of Wisconsin per Wis. Stat. 943.61. The Lester Public Library will cooperate with local law enforcement in the prosecution of anyone caught stealing or vandalizing library material. The Lester Public Library will recover damages whenever possible.

P-01-08-03 Procedures

- a) Employees who witness theft or vandalism should report the incident to the Supervisor in Charge. The Supervisor in Charge and witness will contact police and provide the name and contact information of the offender (if known) and provide police with a detailed description of the incident.

Approved November, 1996

Revised March 8, 2011

Library Board Review with no changes May 9, 2017