



**TWO  
RIVERS**  
WISCONSIN

# **LIBRARY BOARD MEETING**

**Tuesday, September 13, 2022 at 6:00 PM**

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

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## **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. INTRODUCTION OF NEW BOARD MEMBER – Katie Stone**

### **5. INVITED GUEST – Diane Johnson, Superintendent, Two Rivers School District**

### **6. APPROVAL OF BOARD MEETING MINUTES**

Last Meeting Date: August 9, 2022

### **7. RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS**

Date: July 2022

### **8. BOARD MEMBER COMMENT**

### **9. DIRECTOR'S REPORT**

### **10. COMMUNICATIONS**

- A. Library eLinks – Library's Monthly Online Newsletter
- B. Thank you from Ginger Simel
- C. Thank you from Shelly Schmoller and family
- D. Letter from Diane Sterba
- E. Bob Fay Award Winning Articles

### **10. REPORT FROM CITY COUNCIL REPRESENTATIVE**

### **11. REPORT FROM SCHOOL DISTRICT REPRESENTATIVE**

### **12. REPORT FROM COUNTY REPRESENTATIVE**

### **13. UNFINISHED BUSINESS**

- A. COVID-19 Update

### **14. NEW BUSINESS**

- A. Collection Development Policy Review

**15. BOARD EDUCATION – None**

**16. CLOSED EXECUTIVE SESSION**

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

**17. ADJOURNMENT**

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

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



## **LIBRARY BOARD MEETING**

Tuesday, August 9, 2022 at 6:00 PM

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

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### **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, Tracey Koach, Ned Guyette, Mary Glaser, Don Weiss, Kathryn Gadd, and Stanley Palmer. Absent and Excused: All present. Also present: Tori Garber and Kendra Sand, Cretton Enterprises, Chris Hamburg, Adult Services Coordinator; and Jeff Dawson, Director.
3. **PUBLIC COMMENT** - None
4. **APPROVAL OF BOARD MEETING MINUTES**  
Motion to approve the minutes from the July 12, 2022 meeting made by Guyette, second made by Weiss. Voice vote carried unanimously.
5. **RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS**  
Motion to receive and file the expenditure and financial reports from July, 2022, made by Pennefeather, second made by Glaser. Voice vote carried unanimously.
6. **BOARD MEMBER COMMENT**  
Sleger requested access to Bob Fay articles that appeared in the Herald Times Reporter and she attended the recent bookmark making class at the library said there was good attendance and the program was fun.
7. **DIRECTOR'S REPORT**  
Dawson shared Tom Van Horn's resignation from the Library Board and the Manitowoc Public Library has hired a new director, Karin Adams, who starts September 19.
8. **COMMUNICATIONS**
  - A. Library eLinks – July edition of the monthly online newsletter
  - B. Seehafer Article
9. **REPORT FROM CITY COUNCIL REPRESENTATIVE**  
Street construction from the 17<sup>th</sup> Street Bridge update. There is a public hearing slated for Monday concerning street use of ATV and UTVs. Reported on recent city employee retirements.
10. **REPORT FROM SCHOOL DISTRICT REPRESENTATIVE**  
Staff received crisis prevention training. 29 staff hired to replace staff retirements/resignations. Angel fund that helps students in financial difficulties, 54 students served. Field trip Fridays is a success.
11. **REPORT FROM COUNTY REPRESENTATIVE**  
The County Fair opens August 24. Discussed County health initiatives that include vaccinations and working with Healthiest Manitowoc County.

**12. UNFINISHED BUSINESS**

A. COVID-19 Update provided by Dawson.

**13. NEW BUSINESS - None**

**14. BOARD EDUCATION – Library Garden Tour upon adjournment**

**15. CLOSED EXECUTIVE SESSION - None**

**16. ADJOURNMENT**

Motion to adjourn made by Koach, second made by Guyette. Voice vote carried unanimously.  
Meeting adjourned at 6:35 PM.

Respectfully submitted by Jeff Dawson

# CITY OF TWO RIVERS

Balance Sheet  
August 31, 2022

## LIBRARY FUND 280

### ASSETS

280-11100	CASH	310,173.32	
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			310,623.32

### LIABILITIES AND EQUITY

#### LIABILITIES

280-21100	ACCOUNTS PAYABLE	.00	
280-21110	PAYROLL PAYABLE	.00	
280-21520	DUE WI RETIREMENT FUND	.00	
280-21530	HEALTH INS DDCTNS PAYBLE	.00	
280-21531	LIFE INSURANCE DED PAYABL	.00	
280-21532	DENTAL INSURANCE PAYABLE	.00	
280-21540	CHARITABLE CONT PAYABLE	.00	
280-21541	LIBRARY DEDUCTION PAYABLE	.00	
280-21550	UNION DUES DDCTNS PAYABLE	.00	
280-21560	SECTION 125 PAYABLE	.00	
280-21561	CREDIT UNION DDCTNS PAYAB	.00	
280-21570	ICMA ANNUITY PAYABLE	.00	
280-21581	GARNISHMENT OF WAGES-TAX	.00	
280-21590	OTHER DEDUCTIONS PAYABLE	.00	
280-21810	UNUSED VACATION CREDITS	.00	
280-21910	UNUSED SICK LEAVE CREDITS	1,887.26	
280-21911	UNUSED COMP TIME	.00	
280-23101	LIBRARY DONATIONS	.00	
280-23105	OTHER DEPOSITS	33.33	
280-25200	DUE TO OTHER FUNDS	.00	
280-26100	DEFERRED TAX RLL CLLCTNS	.00	
280-26910	DESIGNATED FR SUBSEQ YEAR	.00	
280-29410	SALES TAX COLLCTN PYBLE	35.87	
Total Liabilities			1,956.46

#### FUND EQUITY

##### Unappropriated Fund Balance:

280-34100	FUND BALANCE UNRESERVED	7,681.13	
280-34110	ENCUMBRANCE-PRIOR YEARS	.00	
Revenue over Expenditures - YTD		300,985.73	
Total Fund Equity			308,666.86
Total Liabilities and Equity			310,623.32

# CITY OF TWO RIVERS

## BALANCE SHEET

AUGUST 31, 2022

### LIBRARY GIFT FUND 282

#### ASSETS

282-11100	CASH	(	3,313.35)	
282-11301	SAVINGS ACCOUNT - BFN		.00	
282-11302	GENERAL FUND INVESTMENT		83,425.00	
282-13800	OTHER ACCOUNTS RECEIVABLE		.00	
				<hr/>
TOTAL ASSETS				80,111.65

#### LIABILITIES AND EQUITY

##### LIABILITIES

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

##### FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
282-34100	FUND BALANCE UNRESERVED	116,342.48		
282-34110	ENCUMBRANCE-PRIOR YEARS	.00		
REVENUE OVER EXPENDITURES - YTD		(	36,230.83)	
				<hr/>
TOTAL FUND EQUITY				80,111.65
				<hr/>
TOTAL LIABILITIES AND EQUITY				80,111.65

# CITY OF TWO RIVERS

## BALANCE SHEET

AUGUST 31, 2022

### LIBRARY BLDING & GROUNDS FUND 456

#### ASSETS

456-11100	CASH	(	56,008.40)	
456-11301	INVESTMENTS		.00	
456-13800	OTHER ACCOUNTS RECEIVABLE		.00	
			<hr/>	
TOTAL ASSETS			(	56,008.40)
				<hr/>

#### LIABILITIES AND EQUITY

##### LIABILITIES

456-21100	ACCOUNTS PAYABLE		.00	
			<hr/>	
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		(	92,287.46)	
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TOTAL FUND EQUITY			(	56,008.40)
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TOTAL LIABILITIES AND EQUITY			(	56,008.40)
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CITY OF TWO RIVERS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 8 MONTHS ENDING AUGUST 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 &amp; FORFEITURES</u>						
280-45300 LIBRARY BOOK FINES	238	2,000	1,651	( 349)	82.53	1,192
TOTAL FINES & FORFEITURES	238	2,000	1,651	( 349)	82.53	1,192
<u>CHARGES FOR SERVICE</u>						
280-46712 COPIER SERVICE FEES	452	6,500	3,368	( 3,132)	51.81	1,273
TOTAL CHARGES FOR SERVICE	452	6,500	3,368	( 3,132)	51.81	1,273
<u>MISCELLANEOUS REVENUE</u>						
280-48200 RENT-CITY PROPERTY	0	0	34	34	.00	0
280-48300 SALE OF PROP & EQUIP	312	2,500	1,557	( 943)	62.30	1,153
280-48500 DONATIONS	0	48,845	15,000	( 33,845)	30.71	10,000
280-48900 OTHER REVENUES	801	2,000	1,671	( 329)	83.56	983
TOTAL MISCELLANEOUS REVENUE	1,113	53,345	18,263	( 35,082)	34.23	12,136
<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	1,803	864,711	826,169	( 38,542)	95.54	793,947



**CITY OF TWO RIVERS**  
**2022 MONTHLY GENERAL FUND REPORT**  
**AUGUST 31, 2022 BUDGET**

**LESTER LIBRARY F 280 EXPENSE DETAIL**

		PERIOD	2022	2022	OVER	% OF	PRIOR YTD
		ACTUAL	BUDGET	YTD	(UNDER)	BUDGET	ACTUAL
<b><u>LESTER LIBRARY</u></b>							
<b>LIBRARY ADMINISTRATION</b>							
<b><u>PERSONNEL SERVICES</u></b>							
280-55110-1100	FULLTIME ADMINISTRATION	14,501	263,910	168,053	( 95,857)	63.68	166,789
280-55110-1220	WAGES - FULLTIME	1,887	34,341	21,877	( 12,464)	63.70	22,252
280-55110-1270	WAGES - PART TIME	7,050	129,272	81,566	( 47,706)	63.10	76,629
280-55110-1280	WAGES-LONGEVITY PAY	0	6,427	0	( 6,427)	.00	0
280-55110-1290	WAGES-OVERTIME	0	495	0	( 495)	.00	185
280-55110-1310	WI RETIREMENT	1,212	22,962	14,237	( 8,725)	62.00	14,665
280-55110-1320	FICA	1,744	33,618	20,354	( 13,264)	60.55	19,652
280-55110-1330	HEALTH INSURANCE	4,585	55,020	36,680	( 18,340)	66.67	40,824
280-55110-1333	HEALTH SAVINGS ACCT EXPENSE	0	0	0	0	.00	0
280-55110-1334	HEALTH INSURANCE OPT-OUT	769	10,000	6,539	( 3,461)	65.39	5,231
280-55110-1340	LIFE INSURANCE	117	1,337	896	( 441)	67.02	786
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
<b>TOTAL PERSONNEL SERVICES</b>		<b>31,865</b>	<b>557,382</b>	<b>351,851</b>	<b>( 205,531)</b>	<b>63.13</b>	<b>347,325</b>
<b><u>CONTRACTUAL SERVICES</u></b>							
280-55110-2100	PROF SERV - CITY SERVICES	629	47,484	27,156	( 20,328)	57.19	30,973
280-55110-2130	PROFESSIONAL SERVICES	376	6,000	3,378	( 2,622)	56.30	3,690
280-55110-2200	TELEPHONE EXPENSE	0	1,200	669	( 531)	55.76	789
280-55110-2210	ELECTRICITY	2,782	22,000	14,523	( 7,477)	66.01	11,804
280-55110-2220	NATURAL GAS/HEAT	418	8,500	9,144	644	107.58	4,040
280-55110-2230	WATER EXPENSE	174	2,000	1,311	( 689)	65.55	1,210
280-55110-2240	SEWER EXPENSE	65	750	456	( 294)	60.80	322
280-55110-2250	STORMWATER EXPENSE	80	960	639	( 321)	66.61	639
280-55110-2410	MAINTENANCE EQUIPMENT/VEH	3,193	24,993	12,543	( 12,450)	50.19	19,706
280-55110-2450	EQUIPMENT NEW	0	10,800	0	( 10,800)	.00	4,936
280-55110-2910	PRINTING/ADVERTISING	0	1,500	616	( 884)	41.04	1,666
280-55110-2930	TECHNOLOGY	965	21,000	5,295	( 15,705)	25.22	16,043
280-55110-2950	DEBT ISSUANCE COSTS/PAYMENTS	1,076	12,908	7,530	( 5,378)	58.33	8,605
<b>TOTAL CONTRACTUAL SERVICES</b>		<b>9,757</b>	<b>160,095</b>	<b>83,261</b>	<b>( 76,834)</b>	<b>52.01</b>	<b>104,424</b>
<b><u>OPERATING SUPPLIES/EXPENSES</u></b>							
280-55110-3100	OFFICE SUPPLIES	138	5,000	2,875	( 2,125)	57.50	820
280-55110-3110	POSTAGE	43	450	279	( 171)	62.05	192
280-55110-3300	TRAVEL	0	2,284	584	( 1,700)	25.59	475
280-55110-3560	LANDSCAPING	1,005	14,500	8,794	( 5,706)	60.65	10,100
280-55110-3960	TECH PROC SUPPLIES	0	0	0	0	.00	2,666
<b>TOTAL OP SUPPLIES/EXP</b>		<b>1,186</b>	<b>22,234</b>	<b>12,533</b>	<b>( 9,701)</b>	<b>56.37</b>	<b>14,253</b>

**CITY OF TWO RIVERS**  
**2022 MONTHLY GENERAL FUND REPORT**  
**AUGUST 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	8,210	( 5,190)	61.27	8,389
280-55110-5950	TRANSFER TO CAP PROJ FNDS	0	1,080	1,440	360	133.33	1,080
	<b>TOTAL FIXED CHARGES</b>	<b>0</b>	<b>14,480</b>	<b>9,650</b>	<b>( 4,830)</b>	<b>66.64</b>	<b>9,469</b>
	<b>TOTAL LIBRARY ADMINISTRATION</b>	<b>42,808</b>	<b>754,191</b>	<b>457,294</b>	<b>( 296,897)</b>	<b>60.63</b>	<b>475,470</b>
	<b>ADULT SERVICES</b>						
	<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55111-3230	PERIODICALS	131	4,600	3,524	( 1,076)	76.62	3,466
280-55111-3400	NON-FICTION BOOKS	1,210	17,000	8,889	( 8,111)	52.29	6,767
280-55111-3420	FICTION BOOKS	2,258	17,000	11,448	( 5,552)	67.34	9,521
280-55111-3430	LARGE PRINT BOOKS	1,254	12,000	8,116	( 3,884)	67.63	7,308
280-55111-3450	MOVIES	181	4,500	2,668	( 1,832)	59.28	2,539
280-55111-3470	AUDIOBOOKS	653	4,400	2,267	( 2,133)	51.53	1,992
280-55111-3480	MUSIC CD'S	0	500	11	( 489)	2.26	68
280-55111-3510	PROGRAMS	107	3,000	1,122	( 1,878)	37.39	67
	<b>TOTAL OP SUPPLIES/EXP</b>	<b>5,793</b>	<b>63,000</b>	<b>38,045</b>	<b>( 24,955)</b>	<b>60.39</b>	<b>31,728</b>
	<b>TOTAL ADULT SERVICES</b>	<b>5,793</b>	<b>63,000</b>	<b>38,045</b>	<b>( 24,955)</b>	<b>60.39</b>	<b>31,728</b>

**CITY OF TWO RIVERS**  
**2022 MONTHLY GENERAL FUND REPORT**  
**AUGUST 31, 2022 BUDGET**

**LESTER LIBRARY F 280 EXPENSE DETAIL**

	PERIOD ACTUAL	2022 BUDGET	2022 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>CHILDREN'S SERVICES</b>						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55112-3230 PERIODICALS	0	540	347	( 193)	64.21	258
280-55112-3400 NON-FICTION BOOKS	335	7,000	6,081	( 919)	86.88	4,038
280-55112-3420 FICTION BOOKS	649	3,800	3,615	( 185)	95.14	3,943
280-55112-3440 PAPERBACKS	48	1,600	406	( 1,194)	25.35	470
280-55112-3450 MOVIES	0	2,500	300	( 2,200)	12.00	281
280-55112-3470 AUDIOBOOKS	0	1,700	10	( 1,691)	.56	0
280-55112-3510 PROGRAMS	2,252	11,980	10,516	( 1,464)	87.78	7,382
280-55112-3530 JE BOOKS	541	6,000	4,652	( 1,348)	77.53	4,033
<b>TOTAL OP SUPPLIES/EXP</b>	<b>3,824</b>	<b>35,120</b>	<b>25,926</b>	<b>( 9,194)</b>	<b>73.82</b>	<b>20,405</b>
<b>TOTAL CHILDREN'S SERVICES</b>	<b>3,824</b>	<b>35,120</b>	<b>25,926</b>	<b>( 9,194)</b>	<b>73.82</b>	<b>20,405</b>
<b>REFERENCE</b>						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55114-3400 NON-FICTION BOOKS	225	1,800	1,142	( 658)	63.46	1,811
280-55114-3490 MICROFILM	0	4,100	75	( 4,025)	1.83	0
<b>TOTAL OP SUPPLIES/EXP</b>	<b>225</b>	<b>5,900</b>	<b>1,217</b>	<b>( 4,683)</b>	<b>20.63</b>	<b>1,811</b>
<b>TOTAL REFERENCE</b>	<b>225</b>	<b>5,900</b>	<b>1,217</b>	<b>( 4,683)</b>	<b>20.63</b>	<b>1,811</b>

**CITY OF TWO RIVERS**  
**2022 MONTHLY GENERAL FUND REPORT**  
**AUGUST 31, 2022 BUDGET**

**LESTER LIBRARY F 280 EXPENSE DETAIL**

	PERIOD ACTUAL	2022 BUDGET	2022 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>YOUNG ADULT SERVICES</b>						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55115-3230 PERIODICALS	0	200	49	( 151)	24.49	73
280-55115-3420 FICTION BOOKS	317	5,300	2,610	( 2,690)	49.24	4,530
280-55115-3470 AUDIOBOOKS	0	1,000	42	( 958)	4.17	0
280-55115-3510 PROGRAMS	0	0	0	0	.00	0
<b>TOTAL OP SUPPLIES/EXP</b>	<b>317</b>	<b>6,500</b>	<b>2,701</b>	<b>( 3,799)</b>	<b>41.55</b>	<b>4,602</b>
<b>TOTAL YOUNG ADULT SERVICES</b>	<b>317</b>	<b>6,500</b>	<b>2,701</b>	<b>( 3,799)</b>	<b>41.55</b>	<b>4,602</b>
<b>TOTAL LESTER LIBRARY EXP</b>	<b>52,966</b>	<b>864,711</b>	<b>525,183</b>	<b>( 339,528)</b>	<b>60.74</b>	<b>534,017</b>
<b>NET REV OVER EXP</b>	<b>( 51,163)</b>	<b>0</b>	<b>300,986</b>	<b>300,986</b>	<b>.00</b>	<b>259,930</b>

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance	
280-11100 CASH						
		07/31/2022 (07/22) Balance	.00 *	.00 *	371,891.78	
08/31/2022 CA		Cash Allocation - Created: 08/02/22 1:58 PM	431.64			
08/31/2022 CA		Cash Allocation - Created: 08/08/22 3:07 PM		-2,065.45		
08/31/2022 CA		Cash Allocation - Created: 08/10/22 12:28 PM	1,019.23			
08/31/2022 CA		Cash Allocation - Created: 08/13/22 10:19 AM		-2,910.73		
08/31/2022 CA		Cash Allocation - Created: 08/16/22 8:16 AM		-21,296.17		
08/31/2022 CA		Cash Allocation - Created: 08/19/22 8:57 AM		-5,684.87		
08/31/2022 CA		Cash Allocation - Created: 08/26/22 4:23 PM		-222.24		
08/31/2022 CA		Cash Allocation - Created: 08/29/22 11:53 AM		-31,010.67		
08/31/2022 CA		Cash Allocation - Created: 08/30/22 12:36 PM	124.04			
08/31/2022 CA		Cash Allocation - Created: 09/01/22 2:16 PM		-103.24		
		08/31/2022 (08/22) Period Totals and Balance	1,574.91 *	-63,293.37 *	310,173.32	
280-11800 PETTY CASH ADVANCES						
		07/31/2022 (07/22) Balance	.00 *	.00 *	450.00	
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	450.00	
280-21910 UNUSED SICK LEAVE CREDITS						
		07/31/2022 (07/22) Balance	.00 *	.00 *	1,887.26-	
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	1,887.26-	
280-23105 OTHER DEPOSITS						
		07/31/2022 (07/22) Balance	.00 *	.00 *	33.33-	
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	33.33-	
280-29410 SALES TAX COLLECTN PYBLE						
		07/31/2022 (07/22) Balance	.00 *	.00 *	18.51-	
07/31/2022 AP		Wisc Dept Of Revenue-DEBITMEMO	18.51			
		**Desc: July 2022 Sales Tax				
08/01/2022 CR		LIBRARY - SALES TAX		-15.67		
		Description: LIBRARY - SALES TAX				
08/08/2022 CR		LIBRARY - SALES TAX		-7.98		
		Description: LIBRARY - SALES TAX				
08/22/2022 CR		LIBRARY - SALES TAX		-7.19		
		Description: LIBRARY - SALES TAX				
08/29/2022 CR		LIBRARY - SALES TAX		-5.03		
		Description: LIBRARY - SALES TAX				
		08/31/2022 (08/22) Period Totals and Balance	18.51 *	-35.87 *	35.87-	
280-34100 FUND BALANCE UNRESERVED						
		07/31/2022 (07/22) Balance	.00 *	.00 *	7,681.13-	
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	7,681.13-	
280-41110 GENERAL PROPERTY TAX						
		07/31/2022 (07/22) Balance	.00 *	.00 *	631,287.00-	
		08/31/2022 (08/22) 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						
		07/31/2022 (07/22) Balance	.00 *	.00 *	171,601.00-	
		08/31/2022 (08/22) 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
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**280-43720 COUNTY FUNDS (continued)****280-45300 LIBRARY BOOK FINES**

		07/31/2022 (07/22) Balance	.00 *	.00 *	1,412.20-
08/01/2022	CR	LIBRARY - LIBRARY BOOK FINES		-102.64	
		Description: LIBRARY - LIBRARY BOOK FINES			
08/08/2022	CR	LIBRARY - LIBRARY BOOK FINES		-72.79	
		Description: LIBRARY - LIBRARY BOOK FINES			
08/22/2022	CR	LIBRARY - LIBRARY BOOK FINES		-44.40	
		Description: LIBRARY - LIBRARY BOOK FINES			
08/29/2022	CR	LIBRARY - LIBRARY BOOK FINES		-18.59	
		Description: LIBRARY - LIBRARY BOOK FINES			
		08/31/2022 (08/22) Period Totals and Balance	.00 *	-238.42 *	1,650.62-
YTD Encumbrance	.00	YTD Actual	1,650.62- Total	1,650.62- YTD Budget	2,000.00- Unearned
					349.38

**280-46712 COPIER SERVICE FEES**

		07/31/2022 (07/22) Balance	.00 *	.00 *	2,916.10-
08/01/2022	CR	LIBRARY - LIBRARY SERVICE FEE		-218.81	
		Description: LIBRARY - LIBRARY SERVICE FEE			
08/08/2022	CR	LIBRARY - LIBRARY SERVICE FEE		-35.71	
		Description: LIBRARY - LIBRARY SERVICE FEE			
08/22/2022	CR	LIBRARY - LIBRARY SERVICE FEE		-142.48	
		Description: LIBRARY - LIBRARY SERVICE FEE			
08/29/2022	CR	LIBRARY - LIBRARY SERVICE FEE		-54.71	
		Description: LIBRARY - LIBRARY SERVICE FEE			
		08/31/2022 (08/22) Period Totals and Balance	.00 *	-451.71 *	3,367.81-
YTD Encumbrance	.00	YTD Actual	3,367.81- Total	3,367.81- YTD Budget	6,500.00- Unearned
					3,132.19

**280-48200 RENT-CITY PROPERTY**

		07/31/2022 (07/22) Balance	.00 *	.00 *	33.99-
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	33.99-
YTD Encumbrance	.00	YTD Actual	33.99- Total	33.99- YTD Budget	.00 Unearned
					33.99-

**280-48300 SALE OF PROP & EQUIP**

		07/31/2022 (07/22) Balance	.00 *	.00 *	1,245.81-
08/01/2022	CR	LIBRARY - SALE-CITY PROPERTY		-94.52	
		Description: LIBRARY - SALE-CITY PROPERTY			
08/08/2022	CR	LIBRARY - SALE-CITY PROPERTY		-123.81	
		Description: LIBRARY - SALE-CITY PROPERTY			
08/22/2022	CR	LIBRARY - SALE-CITY PROPERTY		-47.62	
		Description: LIBRARY - SALE-CITY PROPERTY			
08/29/2022	CR	LIBRARY - SALE-CITY PROPERTY		-45.71	
		Description: LIBRARY - SALE-CITY PROPERTY			
		08/31/2022 (08/22) Period Totals and Balance	.00 *	-311.66 *	1,557.47-
YTD Encumbrance	.00	YTD Actual	1,557.47- Total	1,557.47- YTD Budget	2,500.00- Unearned
					942.53

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>280-48400 REFUND FOR PRIOR YEARS</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	.00
08/31/2022 (08/22)		Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
<b>280-48500 DONATIONS</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	15,000.00-
08/31/2022 (08/22)		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
<b>280-48900 OTHER REVENUES</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	869.88-
08/08/2022 CR		LIBRARY - LIBRARY-MISCELLANEOUS		-15.00	
		Description: LIBRARY - LIBRARY-MISCELLANEOUS			
08/10/2022 JE		Library work done on City Calendar		-763.94	
08/22/2022 CR		LIBRARY - LIBRARY-MISCELLANEOUS		-22.31	
		Description: LIBRARY - LIBRARY-MISCELLANEOUS			
08/31/2022 (08/22)		Period Totals and Balance	.00 *	-801.25 *	1,671.13-
YTD Encumbrance	.00	YTD Actual	1,671.13-	Total	1,671.13-
		YTD Budget	2,000.00-	Unearned	328.87
<b>280-49110 PROCEEDS FROM DEBT</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	.00
08/31/2022 (08/22)		Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
<b>280-55110-1100 FULLTIME ADMINISTRATION</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	153,552.23
08/12/2022 PC		PAYROLL TRANS FOR 8/6/2022 PAY PERIOD	10,150.40		
08/26/2022 PC		PAYROLL TRANS FOR 8/20/2022 PAY PERIOD	10,150.40		
08/26/2022 JE		Reverse Month End Wage Accrual-July		-5,800.23	
08/31/2022 (08/22)		Period Totals and Balance	20,300.80 *	-5,800.23 *	168,052.80
YTD Encumbrance	.00	YTD Actual	168,052.80	Total	168,052.80
		YTD Budget	263,910.00	Unexpended	95,857.20
<b>280-55110-1110 SALARIES-OTHER(FD&amp;PD)</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	.00
08/31/2022 (08/22)		Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>280-55110-1220 WAGES - FULLTIME</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	19,989.71
08/12/2022 PC		PAYROLL TRANS FOR 8/6/2022 PAY PERIOD	1,320.80		
08/26/2022 PC		PAYROLL TRANS FOR 8/20/2022 PAY PERIOD	1,320.80		
08/26/2022 JE		Reverse Month End Wage Accrual-July		-754.74	
08/31/2022 (08/22)		Period Totals and Balance	2,641.60 *	-754.74 *	21,876.57
YTD Encumbrance	.00	YTD Actual	21,876.57	Total	21,876.57
		YTD Budget	34,341.00	Unexpended	12,464.43

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>280-55110-1230 WAGES - PART TIME</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	.00
08/31/2022 (08/22)		Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>280-55110-1270 WAGES - PART TIME</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	74,516.60
08/12/2022 PC		PAYROLL TRANS FOR 8/6/2022 PAY PERIOD	4,957.19		
08/26/2022 PC		PAYROLL TRANS FOR 8/20/2022 PAY PERIOD	4,925.09		
08/26/2022 JE		Reverse Month End Wage Accrual-July		-2,832.68	
08/31/2022 (08/22)		Period Totals and Balance	9,882.28 *	-2,832.68 *	81,566.20
YTD Encumbrance	.00	YTD Actual	81,566.20	Total	81,566.20
		YTD Budget	129,272.00	Unexpended	47,705.80
<b>280-55110-1280 WAGES-LONGEVITY PAY</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	.00
08/31/2022 (08/22)		Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	6,427.00	Unexpended	6,427.00
<b>280-55110-1310 WI RETIREMENT</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	13,024.39
08/12/2022 PB		PAYROLL TRANS FOR 8/6/2022 PAY PERIOD	853.59		
08/26/2022 PB		PAYROLL TRANS FOR 8/20/2022 PAY PERIOD	846.47		
08/26/2022 JE		Reverse Month End Wage Accrual-July		-487.77	
08/31/2022 (08/22)		Period Totals and Balance	1,700.06 *	-487.77 *	14,236.68
YTD Encumbrance	.00	YTD Actual	14,236.68	Total	14,236.68
		YTD Budget	22,962.00	Unexpended	8,725.32
<b>280-55110-1320 FICA</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	18,609.87
08/12/2022 PB		PAYROLL TRANS FOR 8/6/2022 PAY PERIOD	1,220.06		
08/26/2022 PB		PAYROLL TRANS FOR 8/20/2022 PAY PERIOD	1,221.52		
08/26/2022 JE		Reverse Month End Wage Accrual-July		-697.18	
08/31/2022 (08/22)		Period Totals and Balance	2,441.58 *	-697.18 *	20,354.27
YTD Encumbrance	.00	YTD Actual	20,354.27	Total	20,354.27
		YTD Budget	33,618.00	Unexpended	13,263.73
<b>280-55110-1330 HEALTH INSURANCE</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	32,094.72
08/12/2022 PB		PAYROLL TRANS FOR 8/6/2022 PAY PERIOD	2,292.48		
08/26/2022 PB		PAYROLL TRANS FOR 8/20/2022 PAY PERIOD	2,292.48		
08/31/2022 (08/22)		Period Totals and Balance	4,584.96 *	.00 *	36,679.68
YTD Encumbrance	.00	YTD Actual	36,679.68	Total	36,679.68
		YTD Budget	55,020.00	Unexpended	18,340.32
<b>280-55110-1331 HEALTH INSURANCE DEDUCTBL</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	.00
08/31/2022 (08/22)		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
<b>280-55110-1334 HEALTH INSURANCE OPT-OUT</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	5,769.30
08/12/2022	PC	PAYROLL TRANS FOR 8/6/2022 PAY PERIOD	384.62		
08/26/2022	PC	PAYROLL TRANS FOR 8/20/2022 PAY PERIOD	384.62		
		08/31/2022 (08/22) Period Totals and Balance	769.24 *	.00 *	6,538.54
YTD Encumbrance	.00	YTD Actual	6,538.54	Total	6,538.54
		YTD Budget	10,000.00	Unexpended	3,461.46
<b>280-55110-1340 LIFE INSURANCE</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	779.06
08/12/2022	PB	PAYROLL TRANS FOR 8/6/2022 PAY PERIOD	117.03		
		08/31/2022 (08/22) Period Totals and Balance	117.03 *	.00 *	896.09
YTD Encumbrance	.00	YTD Actual	896.09	Total	896.09
		YTD Budget	1,337.00	Unexpended	440.91
<b>280-55110-1350 OTHER BENEFITS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>280-55110-1361 SICK LEAVE PAYOUT</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	1,649.70
		08/31/2022 (08/22) 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-
<b>280-55110-2100 PROF SERV - CITY SERVICES</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	26,527.25
07/15/2022	AP	Municipal Elec Utilities of WI	629.13		
		**Desc: Regional Safety Program - Q3 2022 Fees			
		08/31/2022 (08/22) Period Totals and Balance	629.13 *	.00 *	27,156.38
YTD Encumbrance	.00	YTD Actual	27,156.38	Total	27,156.38
		YTD Budget	47,484.00	Unexpended	20,327.62
<b>280-55110-2130 PROFESSIONAL SERVICES</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	3,001.83
08/01/2022	AP	Unique	104.85		
		**Desc: Prof Serv - Lib			
08/01/2022	AP	Marco Technologies LLC	271.34		
		**Desc: Prof Serv - Library			
		08/31/2022 (08/22) Period Totals and Balance	376.19 *	.00 *	3,378.02
YTD Encumbrance	.00	YTD Actual	3,378.02	Total	3,378.02
		YTD Budget	6,000.00	Unexpended	2,621.98
<b>280-55110-2140 BLDG MAINT CONTRACTS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) 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
<b>280-55110-2200 TELEPHONE EXPENSE</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	669.13
08/31/2022 (08/22)		Period Totals and Balance	.00 *	.00 *	669.13
YTD Encumbrance	.00	YTD Actual	669.13	Total	669.13
		YTD Budget	1,200.00	Unexpended	530.87
<b>280-55110-2210 ELECTRICITY</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	11,741.71
08/18/2022 HJ		Harris Journal Entry	2,781.56		
08/31/2022 (08/22)		Period Totals and Balance	2,781.56 *	.00 *	14,523.27
YTD Encumbrance	.00	YTD Actual	14,523.27	Total	14,523.27
		YTD Budget	22,000.00	Unexpended	7,476.73
<b>280-55110-2220 NATURAL GAS/HEAT</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	8,726.30
08/18/2022 AP		Wisconsin Public Service Corp	417.87		
		**Desc: LIBRARY			
08/31/2022 (08/22)		Period Totals and Balance	417.87 *	.00 *	9,144.17
YTD Encumbrance	.00	YTD Actual	9,144.17	Total	9,144.17
		YTD Budget	8,500.00	Unexpended	644.17-
<b>280-55110-2230 WATER EXPENSE</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	1,137.55
08/18/2022 HJ		Harris Journal Entry	173.50		
08/31/2022 (08/22)		Period Totals and Balance	173.50 *	.00 *	1,311.05
YTD Encumbrance	.00	YTD Actual	1,311.05	Total	1,311.05
		YTD Budget	2,000.00	Unexpended	688.95
<b>280-55110-2231 CIRCULATION SYSTEM</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	.00
08/31/2022 (08/22)		Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>280-55110-2240 SEWER EXPENSE</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	390.60
08/18/2022 HJ		Harris Journal Entry	65.40		
08/31/2022 (08/22)		Period Totals and Balance	65.40 *	.00 *	456.00
YTD Encumbrance	.00	YTD Actual	456.00	Total	456.00
		YTD Budget	750.00	Unexpended	294.00
<b>280-55110-2250 STORMWATER EXPENSE</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	559.51
08/18/2022 HJ		Harris Journal Entry	79.93		
08/31/2022 (08/22)		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

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>280-55110-2410 MAINTENANCE EQUIPMENT/VEH</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	9,350.22
07/15/2022 AP		4 K's Pest Control LLC	45.00		
		**Desc: Pest control - Library			
07/15/2022 JE		HAMBURG - Main	225.09		
07/18/2022 JE		KRALL - Main	71.03		
07/27/2022 AP		US Alliance Fire Protection Inc.	1,021.00		
		**Desc: Lester Public Library Backflow Repair			
07/28/2022 AP		Stryker Sales LLC	1,786.00		
		**Desc: FD			
08/20/2022 AP		4 K's Pest Control LLC	45.00		
		**Desc: Pest control - Library			
		08/31/2022 (08/22) Period Totals and Balance	3,193.12 *	.00 *	12,543.34
YTD Encumbrance	.00	YTD Actual	12,543.34	Total	12,543.34
		YTD Budget	24,993.00	Unexpended	12,449.66
<b>280-55110-2430 EQUIPMENT REPAIRS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>280-55110-2910 PRINTING/ADVERTISING</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	615.62
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	615.62
YTD Encumbrance	.00	YTD Actual	615.62	Total	615.62
		YTD Budget	1,500.00	Unexpended	884.38
<b>280-55110-2930 TECHNOLOGY</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	4,330.60
11/01/2021 AP		EnvisionWare Inc	918.75		
		**Desc: EnvisionWare Tablet Station - Annual Subscription - Lib			
07/15/2022 JE		EHLE - Tech	45.99		
		08/31/2022 (08/22) Period Totals and Balance	964.74 *	.00 *	5,295.34
YTD Encumbrance	.00	YTD Actual	5,295.34	Total	5,295.34
		YTD Budget	21,000.00	Unexpended	15,704.66
<b>280-55110-2950 DEBT ISSUANCE COSTS/PAYMENTS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	6,454.02
08/01/2022 AP		WPPI Energy	1,075.67		
		**Desc: Library HVAC retrofit project Loan Payment			
		08/31/2022 (08/22) Period Totals and Balance	1,075.67 *	.00 *	7,529.69
YTD Encumbrance	.00	YTD Actual	7,529.69	Total	7,529.69
		YTD Budget	12,908.00	Unexpended	5,378.31
<b>280-55110-2960 DEBT PREMIUM</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) 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
<b>280-55110-3100 OFFICE SUPPLIES</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	2,737.50
07/15/2022 JE		HAMBURG - Office Sup	77.44		
08/31/2022 JE		Allocation of Paper and Copy Machine Costs - A	60.26		
		08/31/2022 (08/22) Period Totals and Balance	137.70 *	.00 *	2,875.20
YTD Encumbrance	.00	YTD Actual	2,875.20	Total	2,875.20
		YTD Budget	5,000.00	Unexpended	2,124.80
<b>280-55110-3110 POSTAGE</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	236.23
08/31/2022 JE		Postage Allocation - Aug 2022	42.98		
		08/31/2022 (08/22) Period Totals and Balance	42.98 *	.00 *	279.21
YTD Encumbrance	.00	YTD Actual	279.21	Total	279.21
		YTD Budget	450.00	Unexpended	170.79
<b>280-55110-3300 TRAVEL</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	584.48
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	584.48
YTD Encumbrance	.00	YTD Actual	584.48	Total	584.48
		YTD Budget	2,284.00	Unexpended	1,699.52
<b>280-55110-3560 LANDSCAPING</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	7,788.79
07/31/2022 AP		Cretton Enterprises Inc	1,004.89		
		**Desc: July 2022 Services - Lib			
		08/31/2022 (08/22) Period Totals and Balance	1,004.89 *	.00 *	8,793.68
YTD Encumbrance	.00	YTD Actual	8,793.68	Total	8,793.68
		YTD Budget	14,500.00	Unexpended	5,706.32
<b>280-55110-3700 STATE SALES TAX</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>280-55110-5200 INSURANCES</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	8,209.81
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	8,209.81
YTD Encumbrance	.00	YTD Actual	8,209.81	Total	8,209.81
		YTD Budget	13,400.00	Unexpended	5,190.19
<b>280-55110-5950 TRANSFER TO CAP PROJ FNDS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	1,440.00
		08/31/2022 (08/22) 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-
<b>280-55111-3230 PERIODICALS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	3,393.45
07/15/2022 JE		HAMBURG - A Mag	130.88		
		08/31/2022 (08/22) Period Totals and Balance	130.88 *	.00 *	3,524.33
YTD Encumbrance	.00	YTD Actual	3,524.33	Total	3,524.33
		YTD Budget	4,600.00	Unexpended	1,075.67



Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>280-55111-3240 REFERENCE</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>280-55111-3400 NON-FICTION BOOKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	7,679.60
07/15/2022 JE		HAMBURG - A Non Fic	1,209.55		
		08/31/2022 (08/22) Period Totals and Balance	1,209.55 *	.00 *	8,889.15
YTD Encumbrance	.00	YTD Actual	8,889.15	Total	8,889.15
		YTD Budget	17,000.00	Unexpended	8,110.85
<b>280-55111-3420 FICTION BOOKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	9,189.73
07/15/2022 JE		HAMBURG - A Fic	2,258.46		
		08/31/2022 (08/22) Period Totals and Balance	2,258.46 *	.00 *	11,448.19
YTD Encumbrance	.00	YTD Actual	11,448.19	Total	11,448.19
		YTD Budget	17,000.00	Unexpended	5,551.81
<b>280-55111-3430 LARGE PRINT BOOKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	6,861.45
07/13/2022 AP		Center Point Large Print	370.32		
		**Desc: Books (ALP) - Lib			
07/15/2022 JE		HAMBURG - A Lg Print	560.17		
08/01/2022 AP		Center Point Large Print	43.74		
		**Desc: Books (ALP) - Lib			
08/03/2022 AP		Center Point Large Print	256.47		
		**Desc: Books (ALP) - Lib			
08/03/2022 AP		Center Point Large Print	23.37		
		**Desc: Alp-Lib			
		08/31/2022 (08/22) Period Totals and Balance	1,254.07 *	.00 *	8,115.52
YTD Encumbrance	.00	YTD Actual	8,115.52	Total	8,115.52
		YTD Budget	12,000.00	Unexpended	3,884.48
<b>280-55111-3440 PAPERBACKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>280-55111-3450 MOVIES</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	2,486.88
07/15/2022 JE		HAMBURG - A DVDs	180.67		
		08/31/2022 (08/22) Period Totals and Balance	180.67 *	.00 *	2,667.55
YTD Encumbrance	.00	YTD Actual	2,667.55	Total	2,667.55
		YTD Budget	4,500.00	Unexpended	1,832.45
<b>280-55111-3460 VIDEO</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) 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
<b>280-55111-3470 AUDIOBOOKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	1,614.70
07/15/2022	JE	HAMBURG - A Audio	652.68		
		08/31/2022 (08/22) Period Totals and Balance	652.68 *	.00 *	2,267.38
YTD Encumbrance	.00	YTD Actual	2,267.38	Total	2,267.38
		YTD Budget	4,400.00	Unexpended	2,132.62
<b>280-55111-3480 MUSIC CD'S</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	11.29
		08/31/2022 (08/22) 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
<b>280-55111-3510 PROGRAMS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	1,014.96
07/15/2022	JE	HAMBURG - A Prog	106.80		
		08/31/2022 (08/22) Period Totals and Balance	106.80 *	.00 *	1,121.76
YTD Encumbrance	.00	YTD Actual	1,121.76	Total	1,121.76
		YTD Budget	3,000.00	Unexpended	1,878.24
<b>280-55111-3530 JE BOOKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>280-55112-3230 PERIODICALS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	346.74
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	346.74
YTD Encumbrance	.00	YTD Actual	346.74	Total	346.74
		YTD Budget	540.00	Unexpended	193.26
<b>280-55112-3400 NON-FICTION BOOKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	5,746.52
07/15/2022	JE	EHLE - J Non Fic	334.75		
		08/31/2022 (08/22) Period Totals and Balance	334.75 *	.00 *	6,081.27
YTD Encumbrance	.00	YTD Actual	6,081.27	Total	6,081.27
		YTD Budget	7,000.00	Unexpended	918.73
<b>280-55112-3420 FICTION BOOKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	2,966.68
07/14/2022	AP	Scholastic Inc	14.99		
		**Desc: JF - Lib			
07/15/2022	JE	EHLE - J Fic	633.72		
		08/31/2022 (08/22) Period Totals and Balance	648.71 *	.00 *	3,615.39
YTD Encumbrance	.00	YTD Actual	3,615.39	Total	3,615.39
		YTD Budget	3,800.00	Unexpended	184.61

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>280-55112-3440 PAPERBACKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	358.01
07/15/2022	JE	EHLE - J Pap Back	47.64		
		08/31/2022 (08/22) Period Totals and Balance	47.64 *	.00 *	405.65
YTD Encumbrance	.00	YTD Actual	405.65	Total	405.65
		YTD Budget	1,600.00	Unexpended	1,194.35
<b>280-55112-3450 MOVIES</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	300.06
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	300.06
YTD Encumbrance	.00	YTD Actual	300.06	Total	300.06
		YTD Budget	2,500.00	Unexpended	2,199.94
<b>280-55112-3470 AUDIOBOOKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	9.50
		08/31/2022 (08/22) 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
<b>280-55112-3510 PROGRAMS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	8,263.17
07/15/2022	JE	EHLE - J Prog	2,252.39		
		08/31/2022 (08/22) Period Totals and Balance	2,252.39 *	.00 *	10,515.56
YTD Encumbrance	.00	YTD Actual	10,515.56	Total	10,515.56
		YTD Budget	11,980.00	Unexpended	1,464.44
<b>280-55112-3530 JE BOOKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	4,111.25
07/15/2022	JE	EHLE - J Easy Fic	540.63		
		08/31/2022 (08/22) Period Totals and Balance	540.63 *	.00 *	4,651.88
YTD Encumbrance	.00	YTD Actual	4,651.88	Total	4,651.88
		YTD Budget	6,000.00	Unexpended	1,348.12
<b>280-55113-5000 FIXED CHARGES</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>280-55114-3400 NON-FICTION BOOKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	917.39
07/15/2022	JE	HAMBURG - Reference	224.89		
		08/31/2022 (08/22) Period Totals and Balance	224.89 *	.00 *	1,142.28
YTD Encumbrance	.00	YTD Actual	1,142.28	Total	1,142.28
		YTD Budget	1,800.00	Unexpended	657.72
<b>280-55114-3490 MICROFILM</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	74.90
		08/31/2022 (08/22) 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

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>280-55115-3230 PERIODICALS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	48.98
		08/31/2022 (08/22) 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
<b>280-55115-3420 FICTION BOOKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	2,293.38
07/15/2022 JE	EHLE - YA Fic		316.51		
		08/31/2022 (08/22) Period Totals and Balance	316.51 *	.00 *	2,609.89
YTD Encumbrance	.00	YTD Actual	2,609.89	Total	2,609.89
		YTD Budget	5,300.00	Unexpended	2,690.11
<b>280-55115-3440 PAPERBACKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
<b>280-55115-3470 AUDIOBOOKS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	41.66
		08/31/2022 (08/22) 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: 90		Number of accounts: 80		Debit	Credit
Total AUDIOBOOKS:				65,132.28	-75,704.88
					10,572.60-



Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>280-55115-3470 AUDIOBOOKS (continued)</b>					
<b>282-11100 CASH</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	4,165.68-
08/31/2022 CA		Cash Allocation - Created: 08/10/22 12:28 PM	682.25		
08/31/2022 CA		Cash Allocation - Created: 08/26/22 4:23 PM	175.00		
08/31/2022 CA		Cash Allocation - Created: 08/29/22 11:53 AM		-169.92	
08/31/2022 CA		Cash Allocation - Created: 08/30/22 12:36 PM	165.00		
		08/31/2022 (08/22) Period Totals and Balance	1,022.25 *	-169.92 *	3,313.35-
<b>282-11301 SAVINGS ACCOUNT - BFN</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	.00
<b>282-11302 GENERAL FUND INVESTMENT</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	83,425.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	83,425.00
<b>282-34100 FUND BALANCE UNRESERVED</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	116,342.48-
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	116,342.48-
<b>282-48100 INTEREST INCOME</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	15.46
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	15.46
YTD Encumbrance	.00	YTD Actual	15.46	Total	15.46
		YTD Budget	.00	Unearned	15.46
<b>282-48110 INTEREST ON INVESTMENTS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	18,882.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	18,882.00
YTD Encumbrance	.00	YTD Actual	18,882.00	Total	18,882.00
		YTD Budget	25,000.00-	Unearned	43,882.00
<b>282-48500 DONATIONS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	4,103.12-
08/08/2022 CR		LIBRARY - DONATIONS-GIFT FUND		-682.25	
		Description: LIBRARY - DONATIONS-GIFT FUND			
08/22/2022 CR		LIBRARY - DONATIONS-GIFT FUND		-175.00	
		Description: LIBRARY - DONATIONS-GIFT FUND			
08/29/2022 CR		LIBRARY - DONATIONS-GIFT FUND		-165.00	
		Description: LIBRARY - DONATIONS-GIFT FUND			
		08/31/2022 (08/22) Period Totals and Balance	.00 *	-1,022.25 *	5,125.37-
YTD Encumbrance	.00	YTD Actual	5,125.37-	Total	5,125.37-
		YTD Budget	5,000.00-	Unearned	125.37-
<b>282-48510 FOUNDATION DONATION</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	37,845.00-	Unearned	37,845.00

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>282-55110-5970 TRANSFER TO OTHER FUNDS</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	20,000.00
08/31/2022 (08/22)		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-
<b>282-55110-7004 ADULT GIFT</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	106.83
08/31/2022 (08/22)		Period Totals and Balance	.00 *	.00 *	106.83
YTD Encumbrance	.00	YTD Actual	106.83	Total	106.83
		YTD Budget	2,000.00	Unexpended	1,893.17
<b>282-55110-7005 MEYER FOUNDATION</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	595.97
07/15/2022 JE		HAMBURG - Meyer Fund	169.92		
08/31/2022 (08/22)		Period Totals and Balance	169.92 *	.00 *	765.89
YTD Encumbrance	.00	YTD Actual	765.89	Total	765.89
		YTD Budget	700.00	Unexpended	65.89-
<b>282-55110-7006 ADULT GRANT</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	119.14
08/31/2022 (08/22)		Period Totals and Balance	.00 *	.00 *	119.14
YTD Encumbrance	.00	YTD Actual	119.14	Total	119.14
		YTD Budget	.00	Unexpended	119.14-
<b>282-55110-7008 YOUTH GIFT</b>					
07/31/2022 (07/22)		Balance	.00 *	.00 *	1,466.88
08/31/2022 (08/22)		Period Totals and Balance	.00 *	.00 *	1,466.88
YTD Encumbrance	.00	YTD Actual	1,466.88	Total	1,466.88
		YTD Budget	2,000.00	Unexpended	533.12
Number of transactions: 8    Number of accounts: 13			Debit	Credit	Proof
Total YOUTH GIFT:			1,192.17	-1,192.17	.00

Date	Journal	Payee or Description	Debit Amount	Credit Amount	Balance
<b>282-55110-7008 YOUTH GIFT (continued)</b>					
<b>456-11100 CASH</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	76,008.40-
08/31/2022 CA		Cash Allocation - Created: 08/10/22 12:28 PM	20,000.00		
		08/31/2022 (08/22) Period Totals and Balance	20,000.00 *	.00 *	56,008.40-
<b>456-11301 INVESTMENTS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	.00
<b>456-34100 FUND BALANCE UNRESERVED</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	36,279.06-
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	36,279.06-
<b>456-48500 DONATIONS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	80,162.53-
08/08/2022 CR		LIBRARY - DONATIONS-BUILDING FUNDS		-20,000.00	
		Description: LIBRARY - DONATIONS-BUILDING FUNDS			
		08/31/2022 (08/22) Period Totals and Balance	.00 *	-20,000.00 *	100,162.53-
YTD Encumbrance	.00	YTD Actual 100,162.53- Total	100,162.53-	YTD Budget .00	Unearned 100,162.53-
<b>456-48900 OTHER REVENUES</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	.00
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00	Unearned .00
<b>456-49210 TRANSFER FROM OTHER FUNDS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	20,000.00-
		08/31/2022 (08/22) 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-
<b>456-51600-8170 CO - OTHER IMPROVEMENTS</b>					
		07/31/2022 (07/22) Balance	.00 *	.00 *	212,449.99
		08/31/2022 (08/22) 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: 2    Number of accounts: 7			Debit	Credit	Proof
Total CO - OTHER IMPROVEMENTS:			20,000.00	-20,000.00	.00
Number of transactions: 121    Number of accounts: 230			Debit	Credit	Proof
Grand Totals:			104,943.95	-104,943.95	.00

## Report Criteria:

Actual amounts

Accounts with balances or activity

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

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

### Goal anywhere with Online Access

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## 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](http://www.edwardjones.com/advisorybrochures).

### Account Value

**\$85,819.85**

1 Month Ago	\$87,528.67
1 Year Ago	\$150,532.17
3 Years Ago	\$365,999.74
5 Years Ago	\$285,357.54

### Value Summary

	This Period	This Year
Beginning value	\$87,528.67	\$150,357.17
Assets added to account	0.00	0.00
Assets withdrawn from account	0.00	-48,050.00
Fees and charges	-84.30	-877.76
Change in value	-1,624.52	-15,609.56
<b>Ending Value</b>	<b>\$85,819.85</b>	

For more information regarding the Value Summary section, please visit [www.edwardjones.com/mystatementguide](http://www.edwardjones.com/mystatementguide).

### Asset Details (as of Aug 26, 2022)

additional details at [www.edwardjones.com/access](http://www.edwardjones.com/access)

#### Assets Held At Edward Jones

	Current Yield/Rate	Beginning Balance	Deposits	Withdrawals	Ending Balance
Money Market	1.47%*	\$3.00	—	—	\$3.00

\* 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	105.61	8	1,003.60	-158.72	844.88
Mutual Funds	Price	Quantity	Cost Basis	Unrealized Gain/Loss	Value
Artisan INTL Small-Mid I	15.67	53.055	909.11	-77.74	831.37
Bridge Builder Core Bond	9.23	1,791.352	18,270.68	-1,736.50	16,534.18

### Asset Details (continued)

Mutual Funds	Price	Quantity	Cost Basis	Unrealized Gain/Loss	Value
Bridge Builder Core Plus Bond	9.15	2,284.581	23,167.26	-2,263.34	20,903.92
Bridge Builder INTL Equity	10.58	947.417	10,708.89	-685.22	10,023.67
Bridge Builder Large Growth	18.44	510.574	7,954.83	1,460.15	9,414.98
Bridge Builder Large Value	15.98	704.181	8,596.78	2,656.03	11,252.81
Bridge Builder Small/Mid Grw	12.74	203.284	2,888.90	-299.06	2,589.84
Bridge Builder Small/Mid Value	13.49	259.263	2,829.62	667.84	3,497.46
Dfa International Value I	17.04	98.713	1,940.82	-258.75	1,682.07
JPM U.S. Govt Mny Mkt Capital	1.00	1,295.28	—	—	1,295.28
MainStay Mackay High Yd Cp R6	5.06	859.787	4,735.99	-385.47	4,350.52
Principal Midcap R6	33.60	77.258	2,866.27	-270.40	2,595.87
<b>Total Account Value</b>					<b>\$85,819.85</b>

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
<b>Total</b>	<b>\$5,449.35</b>

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

### Investment and Other Activity by Date

Date	Description	Quantity	Amount
8/01	Dividend on JPM U.S. Govt Mny Mkt Capital on 1,377.83 Shares at Daily Accrual Rate		\$1.75
8/01	Reinvestment into JPM U.S. Govt Mny Mkt Capital @ 1.00	1.75	-1.75
8/01	Dividend on Bridge Builder Core Bond on 1,787.289 Shares at Daily Accrual Rate		38.27
8/01	Reinvestment into Bridge Builder Core Bond @ 9.42	4.063	-38.27
8/01	Dividend on Bridge Builder Core Plus Bond on 2,278.959 Shares at Daily Accrual Rate		52.45
8/01	Reinvestment into Bridge Builder Core Plus Bond @ 9.33	5.622	-52.45
8/01	Dividend on MainStay Mackay High Yd Cp R6 on 855.944 Shares @ 0.022		19.52
8/01	Reinvestment into MainStay Mackay High Yd Cp R6 @ 5.08	3.843	-19.52

**Investment and Other Activity by Date (continued)**

<b>Date</b>	<b>Description</b>	<b>Quantity</b>	<b>Amount</b>
8/05	Redeemed JPM U.S. Govt Mny Mkt Capital @ 1.00	-84.3	84.30
8/05	Program & Portfolio Strat Fees		-84.30

For more information about the Advisory Solutions program, see the applicable program brochure at [www.edwardjones.com/advisorybrochures](http://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](http://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](mailto: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](http://edwardjones.com/disclosures).

## CONTACT INFORMATION

Client Relations		Online Access	Other Contacts
 Toll Free Phone 800-441-2357	Monday – Friday 7 a.m. – 7 p.m. CT	 <a href="http://edwardjones.com/access">edwardjones.com/access</a>	 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 2022**

**News**

- Ariel Yang, Dementia Care Specialist from the Aging, Disability and Resource Center of the Lakeshore, presented serving patrons with dementia at the library all staff meeting. Ariel presented how to identify patrons with dementia and offered tips on serving them with care and empathy.
- The library re-subscribed to the Green Bay Press Gazette, August 14, 2022. The daily newspaper will update patrons on area news and sports.
- The library will be hosting the First LEGO Robotics League during their season which runs from the end of August through the beginning of November. Our hope is to advertise this incredible STEAM program to our community in order to encourage more youth to participate. Our plan is to partner with the league to provide additional programs utilizing robotics and other STEAM concepts at the library. The "field" is set up down by the fireplace. This is where the team builds the solution to the *problem* they are given for the season. The field is sitting on a table with a skirt. We are setting this up far away from the youth room to minimize touching and mischievous behavior. The field is for looking NOT for touching and displays a sign describing the program along with *no touching*. The team meets 2-3 times per week in the evenings. The team is made up of about six students with adult supervision.
- The HVAC air handling unit for the air conditioner had two coils fail during August. Schaus Mechanical is estimating the repairs to be around \$13,000.
- The summer reading program - TReasure Quest: Shipwrecked Edition - wrapped up Saturday, August 27. 216 individuals on 61 teams followed clues to locations around Two Rivers and tried to unravel puzzles and decipher codes to reach the conclusion. Congratulations to the 17 teams who persevered and were able to open that final lock! And look forward to a whole new Quest next summer.
- Baker & Taylor, where we purchase most of our book, was a victim of ransomware, a form of malware, viral software that effectively shut down their entire operation. From ordering to delivery Baker & Taylor has been shut down starting around August 18. LPL staff will utilize Amazon and Emery Pratt to fill orders on bestsellers and other popular materials until Baker & Taylor is operational.

**Library Foundation** – No Report

**Library Legislation** – No Report

**Activities**

08/02/22 – Attended National Night Out at Walsh Field

08/03/22 – Help Desk Shift



08/05/22 – Met with Mike Mathis, Two Rivers Parks and Recreation Director and Terry Ehle, Youth Services Coordinator at Zander Park to discuss the Story Walk grant submission

08/09/22 – Lester Public Library Board Meeting

08/10/22 – Lester Public Library All Staff Meeting

08/10/22 – Attended Tom Pease performance on the library lawn

08/11/22 – City of Two Rivers Safety Committee Meeting

08/15/22 – through 08/19/22 – Vacation

08/22/22 – Met with Mike Mathis, Parks and Rec Director; Terry Ehle, Youth Services Coordinator; and Sally Taylor, Public Relations, to work on the West Foundation Grant.

08/23/22 – Lester Public Library Management Team Meeting

08/24/22 – Lester Bentley Committee, Two Rivers Historical Society, Meeting, Hamilton Wood Type & Printing Museum

08/24/22 – Toured Paul Carleson, President, Lakeshore Technical College, through the library as potential partner for the library's Scholar for Life series.

08/25/22 – Provided a library tour for Katie Stone, Lester Public Library Board of Trustees Member approved by City Council

08/30/22 – Lester Public Library Management Team Meeting

08/30/22 – Met with Brenda Koprowski of the Lester Bentley Committee of the Two Rivers Historical Society

08/30/22 – Two Rivers City Council and Staff Toured the Van Der Brohe Arboretum, Two Rivers

08/31/22 – City Department Heads Meeting

Jeff Dawson, Director, Lester Public Library 09/01/2022

# Lester Public Library Statistical Report

Aug-22

## Circulation

	Aug 2022		Aug 2021	%Chng	2022 YTD		2021 YTD	%Chng
Circulation Total	11,088		9,855	13%	69,173		60,503	14%
Total Visitors	5,871		4,373	34%	32,860		14,363	129%
<b>Users</b>	<b>Total</b>	<b>%Circ</b>	<b>Total</b>	<b>%Circ</b>	<b>Total</b>	<b>%Circ</b>	<b>Total</b>	<b>%Circ</b>
Children (0-11)	881	8%	818	8%	4,066	6%	3,736	6%
Young Adult (11-17)	555	5%	264	3%	1,619	2%	1,598	3%
Adult (18+)	8,918	80%	7,953	81%	56,039	81%	49,508	82%
Outreach	36	0%	24	0%	1,979	3%	270	0%
School	192	2%	212	2%	1,121	2%	1,355	2%
ALL OTHERS	506	5%	584	6%	4,314	6%	4,413	7%
<b>Item Type</b>	<b>Total</b>	<b>%Circ</b>	<b>Total</b>	<b>%Circ</b>	<b>Total</b>	<b>%Circ</b>	<b>Total</b>	<b>%Circ</b>
Adult	6,739	61%	5,978	61%	42,262	61%	37,123	61%
Youth	4,349	39%	3,877	39%	26,911	39%	23,380	39%
	<b>Total</b>	<b>%Circ</b>	<b>Total</b>	<b>%Circ</b>	<b>Total</b>	<b>%Circ</b>	<b>Total</b>	<b>%Circ</b>
Self-check use	3,012	27%	2,813	29%	21,163	31%	8,816	15%
Drive Through Use	585	5%	787	8%	5,202	8%	3,727	6%

## LARS ACTIVITY

Sent to LARS	2,716		2,511	8%	17,824		20,651	-14%
Rec from LARS	1,443		1,602	-10%	9,716		14,433	-33%
NEW REGISTRATIONS								
Total	55		33	67%	242		172	41%
OVERDRIVE EBooks & EAudiobooks								
Total	1739		1649	5%	13,049		12,823	2%

### Information Services

	Aug 2022	Aug 2021	%Chng	2022 YTD	2021 YTD	%Chng
Walk-in	940	789	19%	4975	2960	68%
Phone	338	333	2%	2549	7567	-66%
Mail	0	0	0%	0	0	
Electronic	94	83	13%	636	1183	-46%
<b>Reference Total</b>	<b>1372</b>	<b>1205</b>	<b>14%</b>	<b>8160</b>	<b>11710</b>	<b>-30%</b>
PC Internet Use (Hours)	315	184	71%	1495	606	147%
Tablet Use (Hours)	13	0		33	0	
<b>Computer Use Total</b>	<b>328</b>	<b>98</b>	<b>235%</b>	<b>1528</b>	<b>606</b>	<b>152%</b>

### Children's Programming

In-house Programs	17	9	89%	72	68	6%
In-house Attendance	1713	927	85%	5613	4829	16%
Outreach Programs	1	1	0%	23	10	130%
Outreach Attendance	10	1	900%	2452	294	734%

### Young Adult Programs

In-house Programs	4	4	0%	9	13	-31%
In-house Attendance	111	124	-10%	221	307	-28%

### Adult Programs

In-house Programs	7	2	250%	22	11	100%
In-house Attendance	292	145	101%	451	296	52%

### Meeting Room Use

Bookings	1	1	0%	9	1	800%
Attendance	12	1	1100%	57	1	5600%



**LIBRARY CLOSED SATURDAY, SEPTEMBER 3 – MONDAY, SEPTEMBER 5**  
Book drops are available 24/7 and are located at the back of the building.



*Lester Public Library* [See more>](#)

# LIBRARY eLINKS

*Lester Public Library Read. Discover. Connect. Enrich. September 2022*

## Community Conversations WITH LESTER PUBLIC LIBRARY

*Civic discourse at the library*

**Community Conversations** with Lester Public Library resume this month. Hear from city personnel about pertinent issues, ask questions and add input. Bring a beverage and settle in for an evening of exchange in the comfortable atmosphere down near the library fireplace. Conversations start at 6:00 PM.

**Wednesday, Sept. 21: TRPD's new K-9 Unit.** The fall's first Community Conversation features Police Chief Brian Kohlmeier, Asst. Chief Ben Meinnert, Officer/Handler Andrew Lade and K-9 Officer Xanti.



After a community fundraising effort, the city's first canine officer was sworn in last February. Xanti is an exciting (and cute) new face in town, but the German shepherd is here for very serious reasons: suspect apprehension; narcotics detection; tracking and searching; and locating evidence. Learn what the new unit lends to law enforcement in TR.

**Thursday, Oct. 13: Elections, voting, and the new Badger Books.** City Clerk Jamie Jackson answers your questions about elections and voting. She also demonstrates a Badger Book; the electronic devices debuted in August, replacing the paper poll books workers had to flip through to find voters' names.

**Thursday, Nov. 17: Parks & Rec 2023 and beyond.** New Parks and Recreation Department Director Mike Mathis describes programming and facilities, and what plans are in the works to

further contribute to community quality of life as well as Two Rivers' growing tourism economy.

#### Programs for adults



Worker Connection Services Available @ LPL

**Mondays, September 12 & 26 • 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.



#### Library Resources

Thursday, Sept 8 • 10:15-Noon

After a quick introduction to genealogy presented by Susan Schlosser of the Manitowoc County Genealogical Society, learn about library resources with LPL's Chris Hamburg.

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

October 13 topic: Genealogy Forms

## Card Making



Monday, Sept 12 • 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.





#### Silk Scarf Painting

Tuesday, Sept 27 • 6-8:00 PM

Learn the beautiful art of silk painting. Use variations of the Japanese Shibori technique of painting and dyeing cloth. Create texture, pattern and color through folding, twisting, and more.

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



#### Trek the Trail

Wednesday, Sept 28 • 6:30 PM

Whether taking a day trip or planning a backpacking excursion along the 1,200-mile Ice Age Trail, learn tips & tricks, and get maps and more information. Learn about the library's *Ice Age Trail Explorer* backpack available for checkout. And learn about the Alliance's **Mammoth Hike Challenge** coming in October.

#### Catch a movie

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



#### LPL Flix:

**The Duke**

Friday, Sept 2 • 1:00 PM

In 1961, a 60-year-old taxi driver steals Goya's portrait of the Duke of Wellington from the National Gallery in London—holding it hostage until the government invests more in care for the elderly.

Rated R. Runtime is 1:35.



#### International Film:

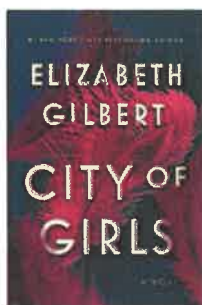
**I'm Your Man**

Tuesday, Sept 20 • 6:00 PM

A scientist at the Pergamon Museum in Berlin is persuaded to participate in a study to get funding for her research. For three weeks, she must live with a humanoid robot designed to be the perfect life partner for her.

Runtime is 1:42.

#### Join a book club; new members welcome!



#### Book Discussion Group

Wednesday, Sept 7 • 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:** *City of Girls* by Elizabeth Gilbert

In 1940, Vivian Morris has just been kicked out of Vassar College. Her affluent parents send her to Manhattan to live with her Aunt Peg, who owns a flamboyant, crumbling midtown theater called the

Lily Playhouse. There Vivian is introduced to an entire cosmos of unconventional and charismatic characters. But when Vivian makes a mistake that results in scandal, it leads her to a new understanding of the kind of life she craves—and the kind of freedom it takes to pursue it.

**Oct 5 selection:** *The Beauty in Breaking* by Michele Harper.

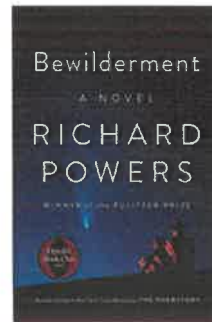


**Strictly Fiction Book Club**  
**Monday, Sept 12 • 6:30 PM**

Meet monthly to discuss books of different genres. Pick up the selection at the front desk or drive-thru. *For adults 18+*

**Selection:** *Bewilderment* by Richard Powers

Widowed astrobiologist Theo Byrne searches for extraterrestrial life while raising his son. Robin is an unusual boy who spends hours painting elaborate pictures. He's also about to be expelled from third grade for smashing his friend in the face. As his son grows more troubled, Theo hopes to keep him off psychoactive drugs. He learns of an experimental neurofeedback treatment to bolster Robin's emotional control, one that involves training the boy on the recorded patterns of his dead mother's brain.



**Oct 3 selection:** *The Drowning Kind* by Jennifer McMahon (*horror*)

**Youth programs**

**2022 Summer Reading Program ends Sept 2**

The youth Summer Reading Program concludes Sept. 2—all books must be logged on Beanstack to earn prizes. Last day to claim prizes is Sept. 17.

**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!

**Story Time**

**Tuesdays, Sept 20 & 27 • 10:15AM**

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.



**Giant Pop-art Apples**

**Saturday, Sept 17 • 10:30 AM-12:30 PM**

Drop in for a while to create art together. There's no structured start and finish; work at your leisure. We have all the supplies you need, and we're on hand to offer instruction.

For this month's project, print paper with recycled materials. Shape your custom-designed paper into an apple, then add stuffing for a 3D effect.

Geared for school-aged children; younger children may participate with a grownup.



**Fairy Golf**

**Thu. Sept 22 • 6:30 PM**

Build a fairy-sized one-hole mini-golf course with recycled materials. A family-oriented event; parents are encouraged to explore and discover alongside their children! No

registration.

### **Fall Dramatic Play Center opens October 1!**

Dramatic—or pretend—play, engages virtually every part of a developing brain. That's why we introduce different scenarios for children and their grownups to immerse themselves in. Like the Taco Truck and Sweets Bakery.



Can you guess what's coming next? We're not telling quite yet; but you can look forward to s'more fun!!

### **Take-home packs**



*Family Vision Boards available starting September 1*

Pick up a new family pack the first of each month and take a break from the virtual world together! Screen-free activities give you and your school-age kids the opportunity to reconnect, refresh and refocus. Games, art and more.

This month: collaborate as a family to create a visual representation of your goals and dreams.

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

#### **Youth Art To Go**

*A new pack every other week starting September 19.*

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

- September 19: Beaded Apples

#### **Story Time To Go**

*A new pack every week starting September 19.*

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**



**TRHS vs. Brillion @ Two Rivers High School**  
Friday, Sept 9 • 7:00 PM • FREE for TR Students

Cheer on the Raiders at the home football game!





#### Art Late Night: Sharpie Mugs @ Lester Public Library

Friday, Sept 16 • 7:30-10:30 PM • FREE  
For 6th-12th graders

Decorate a mug in your own unique style, then binge on cocoa and cookies. Further after-hours fun includes Capture the Flag. No registration.

Fast & convenient pick-up



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

*It's easy:*

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

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

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

#### PrinterOn mobile printing



*Print from home or on the go!*

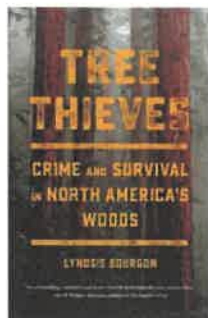
Send documents to the library's printers from *any* device. Submit documents for printing, then visit the Help Desk to obtain them. 10¢ per page for black-ink-only prints and 25¢ per page for color.

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

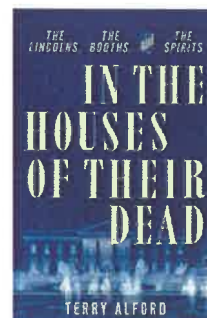
##### Nonfiction



*Tree Thieves: Crime and Survival in North America's Woods*



*Agent Josephine: American Beauty, French Hero, British Spy*



*In the Houses of Their Dead: The Lincolns, the Booths, and the Spirits*

by Lyndsie Bourgon

[Place hold >](#)

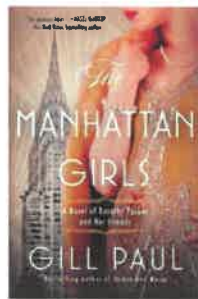
by Damien Lewis

[Place hold >](#)

by Terry Alford

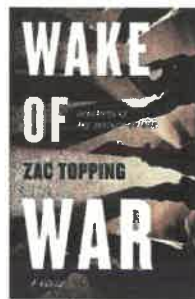
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## Fiction



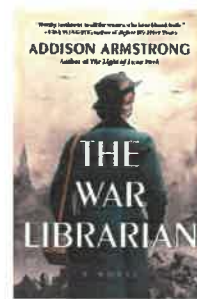
*The Manhattan Girls*  
by Gill Paul

[Place hold >](#)



*Wake of War*  
by Zac Topping

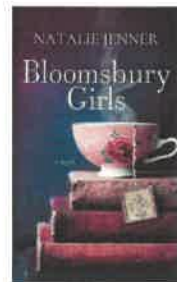
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*The War Librarian*  
by Addison Armstrong

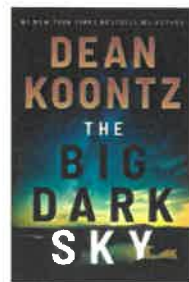
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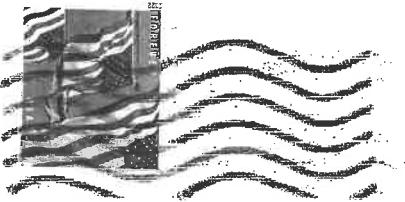
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Dear Library staff,  
I appreciated the kind help on my email  
inquiries regarding the Dr. Lewis Fidge volumes.  
It was a good, wonderful discovery to find  
they are digitized. I just had a hard time  
getting to them - you solved my dilemma.  
And there is a lot of good stuff on your  
website!

Please accept the enclosed donation.

Many thanks,

Elmer (Voyt) Simsek

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Dear Staff of Lester Library.

Your facility, organization, and hospitality are amazing. I was vacationing when we visited. I enjoy visiting new libraries on my travels. I feel they showcase the community that supports them and if this is true you have a great community. Staff was welcoming and accommodating (even without event registration). The children section was clever and educational. The "special" rentals like puppet, felt board, parenting items show you go the extra mile. (over)

Well done! Thank you for the great visit!

- Shelly Schmoller  
visited with parents, daughter  
and neices.

thankful  
—&—  
grateful

Dear Marie,

Thank you for all that you did for my brother Don Schoenke, especially having the wisdom to alert the police to do a welfare check.

Don always spoke so highly about the Lester library. I know he went there to read my weekly emails, check out the latest information on health related matters, and even having his Christmas photo taken in front of the library tree with his Santa hat on.

I hope you can use the enclosed to purchase some materials for the library, maybe some books by Dr. Mark Hyman. Don and I enjoyed chatting about Hyman's latest research on diet, recipes and how to live a healthier life. His goal had been to live to 130.

Sadly, he fell far short of that, but he is now buried in a family plot in our hometown of Menomonee Falls, WI near his parents and grandparents which gives me some comfort.

Please pass on our family's sincere gratitude for all everyone did for Don over the many years he frequented the library. On one of my visits he made sure to take me there to show what a nice place it is. I am so glad he had that in his life.

Sincerely,

A handwritten signature in cursive script that reads "Diane Angel Steitz". The signature is fluid and elegant, with a large, sweeping "D" and a long, horizontal flourish at the end.

(Don's sister)



## LIFE

# Trapp Family Singers entertained in Manitowoc 67 years ago | Preserving the Past

**Bob Fay** For USA TODAY NETWORK-Wisconsin

Published 8:11 a.m. CT Nov. 20, 2020

Recently, while conducting local historical research on a 1950s reel of newspaper microfilm at the Lester Public Library in Two Rivers, I happened to notice an article on the world famous Trapp Family Singers and their appearance at the Lincoln High School auditorium in Manitowoc.

Knowing well the story of Baron Georg and Baroness Maria von Trapp and their children, who fled Austria to escape Nazism in 1938 (the inspiration for the musical play and film "The Sound of Music"), I was quite surprised to learn of the family's evening performance on Monday, Nov. 30, 1953, in Manitowoc.

According to Roy Valitchka of the Manitowoc Herald-Times on Dec. 1, 1953, "an evening of joyous song was the reward" for those who crowded Lincoln High School auditorium to hear the Trapp Family Singers, America's favorite musical family. The 90-minute performance was described as "flawless" with "voices that were fresh and true."

The ensemble included matriarch and mother Maria Augusta Trapp, four daughters (Agathe, Maria Franziska, Johanna and Martina), two sons (Werner and Johannes), plus two friends, Virginia Farri, soprano, and Donald Meissner, tenor, and Msr. Franz Wasner, musical conductor.

The musical selections included a series of four old German dances and the Augelletti che cantate, an aria for soprano from the Italian opera Rinaldo by Georg Handel, with a recorder and viola da gamba (stringed instrument) accompaniment that was especially pleasant. Just before intermission, the Trapp family sang three sacred motets with perfect pitch and warm vocal color. A group of Austrian folk songs and Alpine yodeling also found favor with the audience.

The program ended with Christmas carols, which were "beautifully sung" and "touching," especially Stille Nacht (Silent Night). Thirteen-year-old Johannes Trapp, the youngest member of the singing family and the only Trapp child born in America, soloed on the recorder as an encore, reproducing the sounds of a bullfinch, canary and linnet (a small Old World finch). Following the concert, a reception for the Trapp Family Singers was held in St. Boniface School Hall.

The concert was sponsored by the Mystical Rose Circle of the Daughters of Isabella. Tickets cost \$1.50 and were sold by members and at the Johnson Electric & Radio Shop, 908 Washington St. The performance in Manitowoc was part of a national concert tour that took the Trapp Family Singers to Emmitsburg, Maryland; Raleigh, North Carolina; Holland, Michigan; and Mansfield, Pennsylvania, among others. Proceeds of the concert were donated to the St. Mary Home for the Aged in Manitowoc and St. Joseph Orphanage, Green Bay.

In case you were wondering, patriarch and Austro-Hungarian Navy officer Georg von Trapp died of lung cancer in 1947. The big-screen version of "The Sound of Music," starring Julie Andrews, was based on the real-life Maria's 1949 book, "The Story of the Trapp Family Singers." Maria died in 1987 and is buried in the family cemetery at the Trapp Family Lodge in Stowe, Vermont.

Next time you catch yourself singing or humming Do-Re-Mi, Climb Ev'ry Mountain, Edelweiss or one of several other songs from the 1965 film "The Sound of Music," you may smile a bit knowing these show tunes were written to tell the inspirational story of the Trapp family, who once provided an evening of fine entertainment with traditional songs and Christmas carols in Manitowoc 67 years ago.

*Bob Fay is a historian and former executive director of the Manitowoc County Historical Society.*

## MORE MANITOWOC HISTORY:

Spindler Service Station's unique building was a landmark

Armory has had many uses since it was built in 1939

Series of fires led to end of Grimms lime kilns in 1928

## LIFE

# Amelia Earhart visited Manitowoc the year before she disappeared. Here's what happened.

**Bob Fay** For USA TODAY NETWORK-Wisconsin

Published 6:01 a.m. CT July 15, 2021

Aviation aficionados know Amelia Earhart disappeared 84 years ago on July 2, 1937, over the Pacific Ocean en route to Howland Island from Lae, New Guinea.

But many historians and local residents are probably unaware that nine months prior to her ill-fated attempt at becoming the first female to complete a circumnavigational flight of the globe, the popular American aviator and her sport car arrived in Manitowoc aboard the Ann Arbor No. 6 carferry on Friday, Oct. 9, 1936, en route from Frankfort, Michigan, to a speaking engagement in Wausau.

News of her brief visit in Manitowoc and her picture appeared on the front page of the Manitowoc Herald-Times.

According to the local paper, Earhart's presence at the carferry slip in Frankfort soon became known and scores of residents and travelers kept her busy signing autographs.

The paper reported she was traveling alone after giving a lecture at Petoskey, Michigan, had an early breakfast, and spoke freely with Capt. B.H. Hanson before docking at Manitowoc at 7 that morning.

The paper noted, the "first lady of aviation in the world was on her way before most citizens arose from their breakfast tables."

Before leaving Manitowoc, Earhart inquired as to the direct route to Wausau. After signing her name for some of the ship's officers, she climbed into her big cream-colored sport car, which had been wheeled off the ship at the Soo slip, and traveled west on Highway 10 to speak on "Aviation Adventures" before the Central Wisconsin Teachers' Association that night.

After speaking in Wausau, Earhart's Midwest lecture tour that month took her to Dubuque and Ottumwa, Iowa; LaSalle, Edwardsville and Winnetka, Illinois; Bloomington, Indiana; and Kenosha.

Amelia Mary Earhart was born on July 24, 1897, in Atchison, Kansas. In 1932, she became the first female to fly solo nonstop across the Atlantic Ocean from Newfoundland to Northern Ireland, receiving the U.S. Distinguished Flying Cross and Gold Medal from the National Geographic Society for the feat.

In 1935, Earhart became the first aviator to fly solo across the Pacific Ocean from Honolulu, Hawaii, to Oakland, California.

During the 1930s, Earhart set many other records and wrote bestselling books.

Following her Pacific flight, she devoted most of her time to lecturing.

At the time of both her Manitowoc visit and her disappearance, Amelia Earhart (who kept her own name) was married to publicist George P. Putnam.

**HISTORY:** Mishicot was a booming Manitowoc County village at the turn of the century

**HISTORY:** In 1948, this family with 8 kids called Manitowoc's Lincoln Park home

There has been considerable speculation on what happened to Amelia Earhart and her flight navigator Fred Noonan despite a massive air and sea search by the U.S. Navy and Coast Guard and other attempts to find them and account for the circumstances surrounding their disappearance.

Amelia Earhart was declared legally dead on Jan. 5, 1939. An 8-cent U.S. Air Mail postal stamp honoring Earhart was issued in 1963.

*Bob Fay is a former executive director of the Manitowoc County Historical Society.*

## LIFE

# Manitowoc icon Ruth West was an avid gardener, patron of the arts and beloved humanitarian

**Bob Fay** For USA TODAY NETWORK-Wisconsin

Published 7:22 a.m. CT April 9, 2021

The recently completed mural of Ruth West in downtown Manitowoc is a colorful and meaningful tribute to an avid gardener, patron of the arts and a beloved humanitarian.

But many local residents and lakeshore visitors may not know the story of her life, how she came to call Manitowoc home, and about her many gardening, art and civic achievements.

## Early life in New York

Ruth Elizabeth Cronk was born on April 22, 1898, in Hector, Schuyler County, New York, the oldest daughter of Frank and Lucy Cronk. Her father, Frank, was a farmer.

Ruth grew up in a "somber Quaker home," as she later recalled, where love and respect for each other and the principles of simplicity, peace, integrity, equality, truth, stewardship, modesty, moderation, and the Friends' emphasis on family and community life that gave women spiritual power were practiced.

Ruth attended a two-year county normal school and taught first grade through first-year high school for two years in a rural school. On Aug. 20, 1919, Ruth, age 21, married Edward Morgan St. John, age 33, in Schuyler, New York. Morgan was the son of Henry A. St. John, a prominent civil engineer, and Cynthia Woodward Morgan St. John. Morgan's mother was a prominent student of the English Romantic poet William Wordsworth and collected all editions of his works.

While Morgan kept busy with his thriving law practice and civic duties, Ruth St. John was also active in the Ithaca community. During these years, she was also an active member of the Young Women's Hospital Aid, which raised funds to purchase equipment for the Tompkins County Hospital in Ithaca and to provide for the comfort and well-being of its patients. Sewing meetings on the second and fourth Wednesdays were held at her home, as the hospital was always in need of binders, dresser scarfs, baby gowns and towels.

In 1924, Ruth was in charge of the June Dance, a charity ball that raised approximately \$100 to refurbish the Sitting Room for employees of the hospital. Ruth served on several committees and as secretary before being elected president in 1924 and 1925, and again in 1932. In a history of the volunteer women's hospital auxiliary, Ruth is described as "an ardent and enthusiastic promoter of the Aid's work."

"Morg" (as known by his friends) attended Cornell University and graduated with a law degree in 1913. Morgan was handicapped by polio and had a law office and studio in his home, where he died suddenly on July 21, 1929, of an acute heart attack, leaving Ruth a widow in her early 30s with a large house.

Following Morgan's death, Ruth rented out the former law office area to student boarders from Cornell University. One of those was mechanical engineering student John Dunham West from Manitowoc, Wisconsin. They fell in love, and eight days after John's graduation from Cornell, John and Ruth were married on June 28, 1932. They moved to Manitowoc, where John joined his father, Charles C. West, president, at the Manitowoc Shipbuilding Co. The firm was co-founded in 1902 by C.C. West, Elias Gunnell and Lynford Geer at the former Burger and Burger shipyard, where the conversion from wood into steel shipbuilding and repair was started. Ruth brought along her German Shepard dog.

## West of the Lake residence and gardens

Once in her new hometown, Ruth and John West soon began plans to build a small, modern, concrete and steel house on a barren tract of land on the northeast side of Manitowoc along Lake Michigan.

The idea of building a simple, boxlike, one-story, flat-roofed home came from a visit by the Wests to the 1933 Century of Progress International Exposition in Chicago. The Wests borrowed heavily from the International Style and Cubic architectural design palette for designing their home, which consisted of four main connecting blocks (living room, kitchen, bedroom and bath) and an attached two-bay garage with overhead doors. Basement rooms featured a laundry, workshop, utilities and fruit/vegetable storage. Locals dubbed the little house, completed in 1934, "The Shoe Box Estate."

The Wests were proud of their comfortable and contemporary geometric structure, and in 1938 received a Better Homes & Gardens Certificate of Merit for their kitchen design in the popular magazine's home improvement contest.

Six additions designed by John and Ruth West were built at their residence between 1937 and 1967. They include a library/plant room/tool room (1937), sun porch (1940 or 1941), a new living room/guest bedroom and bath/powder room/closet/entrance/hall (1952), a new garage (1956), carport (1965) and greenhouse off the guest room (1967). The Medusa cement walls of the house were initially painted white. By 1952, the exterior color of the house was coral pink. In 1957, the house was painted robin egg blue, which harmonized with the changing colors of the sky and lake. For the last 50 years, the house has remained white.

In April 1934, as the house was being built, Ruth began to transform the barren property along the lake into a beautiful and colorful landscape of gardens with a variety of flowers and plants, decorative planters, hanging baskets, benches, birdbaths, statuary, expansive lawns, flowering trees and wind breaks. As her gardener, William Mueller, spaded every foot of dirt, Ruth followed on her knees with a basket shaking out the matted roots of quack grass and thistle. The soil was clay and it took nine years to complete the lawns.

By the autumn of 1934, Ruth admits she "had become addicted to the cause of gardening — a hopeless case!"

By 1960, the entire 6 acres at West of the Lake was completely re-landscaped with 12 large garden areas framed by beautiful and carefully groomed lawns and trees. That year, The Milwaukee Journal declared West of the Lake "the largest and most elaborate privately owned garden in Wisconsin."

The gardens were truly an extension of Ruth's interest in the visual arts, which reflected her acute awareness of and attention to color, composition, form, proportion and texture. Ruth was ever eager to try new things in her gardens and flower arrangements. She experimented often in growing and planting new varieties of begonias, roses and other plants and designing beds, including a Japanese garden. John's photographs and slides of Ruth's gardens attest to his loving support and devotion to her throughout their lives.

Over the years, several greenhouses and storage buildings were built on the property to grow plants and to store wheelbarrows, tools, equipment and supplies for maintaining the garden beds and lawns. The Wests' first greenhouse, a small glass enclosure built in 1942, no longer exists. A gardener's garage/storage building/greenhouse (known as the "barn"), designed by John D. West and constructed in 1950, remains today on the property. A modern greenhouse addition was built on the north side of the barn in 1991.

## **Girl Scouts gardening**

Ruth West began her lifelong interest and involvement in gardening in 1934 when she started laying out gardens around her new contemporary home at West of the Lake on Lake Michigan. During these early years, Ruth's passion for gardening was already being shared with other gardeners and groups, including the Girl Scout Council in Manitowoc.

In April and May 1937, Ruth taught a gardening class for a group of 20 girls from eight troops interested in becoming gardeners and having gardens of their own in back yards that summer, helping them earn scout gardener and garden flower finder badges. Under Ruth's guidance, the scouts met at the public library to learn how to plan and plant a garden, order from seed catalogs and press flowers. In August 1937, the program concluded with scouts showing flower arrangements with their homegrown garden flowers at the Manitowoc County Fair.

Ruth's involvement with local Girl Scouts went beyond the classroom and home gardens. In 1940, she scripted a 15-minute garden talk with scouts that aired on WOMET radio station in Manitowoc. The program consisted of a scout asking, "What is the best way to prepare the soil for a garden?," followed by an informative explanation by her.

In 1944, Ruth West served on the Manitowoc Girl Scout Council, which at this time had 610 girls enrolled in the organization.

## **Local garden clubs**

After arriving in Manitowoc in 1934, Ruth West became an active member of several local garden clubs. One of the first clubs she joined was the Manitowoc Garden Study Club, organized in 1938 as a study group of the American Association of University Women. By 1942, she was vice president and program chairman of the club and attended the state garden club convention in Milwaukee that fall. As program chairman, she designed the club's 1942-1943 yearbook, which featured a photograph of lilac trees taken by her on the cover. In December 1945, Ruth instructed members on the making of Christmas wreaths for the chapel at Camp McCoy, the U.S. Army's training center between Sparta and Tomah.

As a charter member of the Manitowoc Garden Study Club, Ruth became "a great inspiration in all of the club's undertakings through the years." She served on committees, gave presentations at meetings and was actively involved in flower shows, flower arranging workshops and civic beautification projects sponsored by the club. In 1976, one member commented, Ruth West "has been a fairy garden mother to garden club members and the citizens of Manitowoc."

In 1944, Ruth was one of 49 charter members of the Manitowoc Garden Club organized that year. She served as president in 1952. During her lifetime of active membership, Ruth gave several presentations on gardening, flower arranging and table-setting at club meetings, which were often held at her home in conjunction with a garden tea, potluck supper or Christmas party.

According to Manitowoc Garden Club records and yearbooks, Ruth's talks and demonstrations covered a variety of helpful information and practical topics such as "Tulips" and "Day Lilies" (1944), "Daffodils" (1952), "Table Settings" (1958), "How Shall We Fertilize?" (1960), "Putting Your Garden To Sleep" (1974) and "Fun with Geraniums" (1984), among others.

In 1945, through Ruth's leadership and inspiration, the club held its first of many juried flower shows in Manitowoc. The "Flowers for the Bride"-themed show received an award of merit from the National Council of State Garden Clubs — the first national award ever made to a garden club in Manitowoc County.

With guidance, support and encouragement, Ruth also met with local women wishing to form other garden clubs such as The Twenty Gardeners of Manitowoc and the Cool City Garden Club of Two Rivers, both organized in 1958. She also supported the formation of junior garden clubs such as the Manitowoc Federation of Junior Gardeners (1947) and the Junior Sprouts (1965), sponsored by The Twenty Gardeners.

In 1963, under Ruth's direction, the Happiness Garden Club was organized for patients at the Manitowoc County Hospital. The "green thumb" therapy program had been instituted about five years before by the Manitowoc Garden Club, Manitowoc Garden Study Club and The Twenty Gardeners. The clubs provided a small greenhouse where residents at the hospital were able to work with flowers in happy harmony with garden club members. Club meetings were run by patients who wrote their own publicity and cleaned the greenhouse. Ruth often presented programs on plant care for patients at the greenhouse. In 1964, hospital patients visited several area gardens and attended a picnic at West of the Lake.

## **District garden club**

Ruth West served as president of the Sheboygan District of the Wisconsin Garden Club Federation in 1943 and 1944. Following her first election as district president, the Manitowoc Herald-Times commented, Mrs. West was "fitted for the office to which she was elected. Her gardens and lawn are the result of her own planning and work. She proudly acclaims that she is a real 'dirt gardener.' From early spring until late fall she can be found somewhere in her spacious grounds, directing and working at the planting, transplanting, cultivation or even removal of an entire garden." The local newspaper added, West of the Lake "is one of the show places of the locality."

During Ruth West's terms as president, she attended meetings throughout the district and state and frequently gave talks on gardening and other related topics. She encouraged women to join a garden club to learn about flowers, shrubs, plants and trees and the enjoyment beauty brings to one's home.

As district president, she was instrumental in organizing the Manitowoc Garden Club in 1944. During her welcome address, Ruth said, "few people stop to realize how every home and each garden help to make Wisconsin a state of beauty of which we are all proud."

On Oct. 6, 1944, Ruth was one of the principal speakers at the state garden club federation's annual meeting at the Astor Hotel in Milwaukee. The banquet included her illustrated presentation "Spring Gardens with Tulips" and a roundtable discussion about "Roadside Beautification for Postwar Planning" led by the state highway commission.

While Sheboygan District president and in the following decades, Ruth West generously devoted her time and talents to district-sponsored garden projects and activities, many of which occurred at her contemporary home and spacious gardens in Manitowoc.

In March 1944, Ruth entertained district members from Sheboygan, Kohler, Plymouth, Port Washington, West Bend and Manitowoc at an afternoon tea at West of the Lake following a morning meeting and luncheon in Manitowoc.

In May 1957, following the district's annual spring meeting at the Branch River County Club, the afternoon program included a tour of gardens at the home of Mrs. West.

In July 1958, Ruth West hosted a garden tour open to the public to raise funds to retire the remaining debt of the Sheboygan Indian Mound Park established by garden clubs of the Sheboygan District.

In July 1960, West of the Lake was one of seven gardens in the Manitowoc area featured in the Sheboygan District's third annual "Round Robin" garden tour. Visitors came to see 5,000 rose bushes, perennials, geraniums, begonias and other summer flowers, and to stay for tea.

Ruth West's passion for flower shows resulted in her receiving many awards. In May 1947, her design for a memorial altar at the state flower show in Wauwatosa received an outstanding award from The National Council of State Garden Clubs. Later that year, Ruth was named judging school chairman for the Sheboygan District. During the 1950s and 1960s, Ruth was general chairman of district flower shows at St. Boniface School Hall in Manitowoc, where her flower arrangements and table settings often received first prize and special mention.

## State and national garden clubs

In 1946, Ruth West was elected president of the Wisconsin Garden Club Federation, having served as second vice president in 1944-1945 and first vice president in 1945-1946.

During her term as WGCF president in 1946-1947, she started the magazine Wisconsin Gardens and the National Council Flower Show Schools. In 1947, she attended the National Council of State Garden Clubs convention in Tulsa, Oklahoma. In 1949 and 1950, she was editor of the federation's publication and also co-edited the first "Handbook for Flower Show Schools," published as a pamphlet to aid in standardizing judging schools. In 1956, Ruth was state horticulture chairperson and wrote "Garden-Wise" articles for the magazine.

During her president's report in 1947 at the 20th annual state convention at Lake Geneva, Ruth commented, "Federation matters have always held precedent over all other activities of my busy life for the past year and have caused many personal sacrifices which have been happily made in the hope of serving the cause well."

Following her service as a state officer, Ruth West continued her work with WGCF, giving flower and table-settings demonstrations and workshops, hosting events and attending annual state conventions.

In 1952, Ruth was one of the honored guests at the silver jubilee banquet of the WGCF at the Loraine Hotel in Madison.

In 1957, Ruth established a horticulture award to be presented annually to a garden club having the most outstanding horticulture program.

In 1963, she entertained state officers, delegates and guests at an afternoon tea and tour of her gardens on the last day of the state convention in Manitowoc.

In 1975, Ruth was co-chairman of the state convention, hosted by garden clubs of the Sheboygan District, at the Fox Hills Inn and Country Club, Mishicot. Besides welcoming the gardeners, she was chairman of the reception décor and staging and properties committees and provided favors for the luncheon as well as booklets of gardening poems and corsages for the convention. A pre-convention meeting was held at her home.

In 1953, Ruth was hostess of local arrangements for a three-day state flower show school sponsored by the WGCF at the Manitowoc Vocational School. The course was the last of five required for certification as an accredited flower show judge. Following the final session of lectures and demonstrations on landscape design, horticulture, flower and table arrangement, and planning flower shows, nearly 100 local and out-of-town garden club members attended an afternoon tea at West of the Lake.

Ruth West's gardening achievements were widely recognized at the state and national level. In 1961, she received a state award in a newly created category for extraordinary effort in horticultural work and gardening from the Wisconsin Garden Club Federation. On Sept. 16, 1964, Ruth received the first Lydia Shafer Memorial Award (the state club's highest award) for "special achievement in gardening and sharing it with others." A special achievement award for outstanding contributions through creative horticulture was received in 1967. The following year, Ruth was the first recipient of The Wisconsin Garden Club Federation Award for exceptional and outstanding accomplishment that advanced WGCF objectives.

In 1962, Ruth West received a Horticulture Achievement Award from the National Council of State Garden Clubs. In 1965, Ruth was awarded a special national achievement award for her outstanding garden club work and for the landscaping and development of West of the Lake.

## Garden talks and lectures

During the 1940s, 1950s, 1960s and 1970s, Ruth West traveled widely across Wisconsin and the Midwest giving illustrated lectures and demonstrations on gardening, horticulture, flower arrangements, table-setting and the home to garden and woman's clubs, church groups and civic organizations. By this time, Ruth was a widely known gardening expert and gave hundreds of presentations to garden clubs, groups and organizations.

While many of Ruth's presentations were for local garden clubs and organizations in the Manitowoc-Two Rivers area, several of her talks were given to groups in Appleton, Cable, De Pere, Edgerton, Francis Creek, Green Bay, Kenosha, La Crosse, Madison, Milwaukee, Neenah, Oshkosh, Racine, Sheboygan, West Salem and Wisconsin Rapids. She also traveled out of state to Chicago, Des Plaines, Freeport, Kankakee, Oak Park and Rockford in Illinois; and Grand Rapids and Muskegon in Michigan. In November 1953, Ruth traveled to her hometown of Ithaca, New York, to present "The Story of West of the Lake" to the Garden Club of Ithaca.

Ruth had brochures printed that featured her photograph and descriptions of two lectures that she offered. Lecture 1, "The Story of West of the Lake," was a "first-hand account of her experience in developing a six-acre tract of waste land into one of Wisconsin's most beautiful small estates." The story was illustrated with 250 colored slides showing 12 garden areas with 20,000 tulips in early spring and other flowers in bloom during the summer.



Lecture 2, "The Spirit of a House," was "Mrs. West's formula for the planning of a distinctive house by basing one's work on the seven elements of visual design." According to Ruth, they included line, direction, shape, proportion, texture, value and color. The lecture presented her ideas to "take the guess work out of the task of decorating a room, setting a table, arranging flowers or any other phrase of creative planning in a house." No lectures were possible from May 1 to Sept. 1, as these were the busy months when Ruth was in her gardens and hosting tulip and rose teas and garden tours.

On Sept. 30, 1955, Ruth West appeared on Beulah Donohue's television show "Women's World" on WTMJ-TV, Channel 4, Milwaukee, to talk about flower bulbs, corms and tubers.

On Oct. 13, 1965, while setting up equipment for an illustrated talk on "The Story of West of the Lake" to the De Pere Woman's Club, Ruth West fell and broke her wrist. She was taken to a doctor who put her arm in a splint and sling. Ruth, the ever-enthusiastic gardener, returned and gave her presentation to the group as planned. She then hurried home to her gardens as she had 750 pansy plants to set out.

Besides garden clubs, homemakers, church guilds and women's groups, Ruth West was sometimes asked to be a guest speaker at men's organizations. In 1951, Ruth spoke to the Two Rivers Rotary Club, her "first experience addressing an organization of gentlemen." In 1967, she showed slides and told "The Story of West of the Lake" to the Milwaukee County Men's Garden Club.

## **Tulip Teas: 1938-1966**

In 1938, the first tulip tea and garden tour was held at West of the Lake as a private benefit to raise funds for the St. Elizabeth's Guild at St. James Episcopal Church, where Ruth West was an active member of the Manitowoc congregation and treasurer of the Guild. The tea was attended by 37 church friends, and there were less than 50 tulips in bloom that year.

On Sunday, June 4, 1939, Ruth and John West opened their home and gardens for what would become the first of 28 annual tulip teas open to the public. That year, more than 300 people paid 25 cents to attend the afternoon tea and admire the gardens, which now featured 7,000 tulips. Cookies and refreshments were served in the Wests' garage, carpeted for the occasion. Guests were invited to tour the Wests' lakeshore home, even John's workshop in the basement.

For nearly three decades, the tulip tea was held the first Sunday of June, unless unpredictable spring weather along the lakeshore required it to be postponed or canceled. Cool weather or rain caused three garden events (in 1945, 1950 and 1961) to be postponed one week. In 1958, it was moved up a week because of high winds and warm, dry weather. Two teas were canceled — one by storm damage in 1943 and another in 1964 by warm weather, which caused tulips to bloom early.

During World War II, while thousands of workers at the Manitowoc Shipbuilding Company were building 28 submarines for the U.S. Navy and other area businesses were manufacturing materiel for the war effort, the annual tulip tea continued at the West home. News of the event appeared in the Keel Block, published monthly for employees at the shipyard.

Initially, funds raised were used by St. James to landscape church grounds and repair stained-glass windows. Profits in 1954 went to the organ fund. By 1961, the teas were sponsored by the Federated Garden Clubs in Manitowoc. Members of the Manitowoc Garden Club and Manitowoc Garden Study Club (of which Ruth was a member) and The Twenty Gardeners acted as guides and served refreshments. Proceeds from the 1962 and 1963 teas were used to fund a greenhouse and garden therapy program at the Manitowoc County Hospital, a joint project of the Manitowoc garden clubs.

By the 1960s, the annual tulip tea and garden tour at West of the Lake was a local tradition and "the social event," drawing nearly 2,000 visitors from the area, state and region each year.

The last public tulip tea was held by Ruth West in 1966. A \$1 donation was requested for community beautification projects. In an interview with The Milwaukee Journal, Ruth, age 68, explained that she would miss the tea, but it was just too much work for her and her gardeners (first Bill Mueller, then Eugene Burish) to dig up, store and sort as many as 30,000 tulip bulbs each year. She added, "Perhaps I'll open my garden for people to see the roses instead."

In 1967, the City of Manitowoc proclaimed the tulip the city's official flower in honor of Ruth West.

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## **The West legacy**

Ruth West's interest in the arts (particularly abstract art) was a natural outgrowth of her garden work, where she learned the practical application of art principles. She began collecting Wisconsin art in 1966, while redecorating a hallway at home. She purchased an inexpensive watercolor painting at a local art fair, and later chuckled it was "Cheaper than buying new wallpaper."

After 35 years of gardening and 30 years of annual tulip teas, Ruth West was ready for a new challenge. Her passion for public service and

support of the visual arts, initially through The Little Gallery and later at the Rahr-West Art Museum in Manitowoc, is noteworthy. She served on the Rahr-West Art Museum Board of Directors continuously from 1969 to 1989, and was chairwoman of the board from 1972 to 1979 and again from 1983 to 1985.

Ruth West was instrumental in having the Joseph Vilas Jr. House (home of the art museum) listed on the National Register of Historic Places on April 29, 1977. The Victorian-style mansion, designed by Milwaukee architects George Ferry and Alfred Clas, was built between 1891 and 1893 at 610 North Eighth Street at Park Street. In 1910, Reinhardt Rahr moved into the house with his family. The Rahr family donated the stately home to the City of Manitowoc for use as a public museum and civic center in 1941.

John and Ruth West personally funded the construction of two exhibition wings at the art museum. The Ruth West Gallery opened on Nov. 1, 1975, while the John D. West Gallery was dedicated on Sept. 14, 1986. The Wests also purchased about 150 works of art for the permanent collection.

Ruth's final gift to the museum was a Georgia O'Keeffe oil painting entitled "Birch and Pine Tree No. 2," painted in 1925. The presentation was made six weeks before her death at age 92 on Oct. 30, 1990, 11 months after the death of her husband John. Several tributes for Mrs. West appeared in the local newspaper. On Sunday, Nov. 11, 1990, a memorial tribute for Ruth West was held at the Rahr-West Art Museum.

In 1982, Ruth West's biography, written by Dolly Stokes, was published in "Wisconsin Women: A Gifted Heritage" by the American Association of University Women in recognition of her outstanding commitments to the Manitowoc community. Ruth received the 1983 Governor's Citation for Personal Service in Support of the Arts from the Wisconsin Foundation for the Arts Board. In 2014, Ruth West was posthumously awarded a Wisconsin Visual Art Lifetime Achievement Award by the Museum of Wisconsin Art, Wisconsin Visual Artists and the Wisconsin Academy of Sciences, Arts and Letters.

Today, the former West residence and West of the Lake Gardens are owned and operated by the Ruth St. John and John Dunham West Foundation, Inc. (established by the Wests in 1957). The private gardens are open to the public at no charge. The colorful gardens and well-manicured grounds are adeptly maintained in the spirit of Ruth West by a professional and seasonal staff of gardeners.

*Bob Fay is an archaeologist/historian and former executive director of the Manitowoc County Historical Society.*

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**Title 2:  
Chapter 1:**

**Services  
Collection Development**

**02-01-01      Philosophy**

- a) The Board of Trustees delegates the responsibility for the selection of library materials to its staff whose education and experience prepare them for this important function. As such, it is the responsibility of the Director to establish a collection that is diverse in content and form limited only by the interests of the Two River's community and financial constraints.

Library collections shall be developed that promote a free exchange of information and ideas. Every attempt will be made to balance opposing viewpoints on controversial issues. No person or group will be allowed to impose his or her personal philosophy or prejudices on collection development. Neither shall the philosophy of the majority of Two Rivers Citizens impinge on the rights of a minority to free access to information.

- b) All library collections will be open to use by all citizens of the community regardless of age, gender, ethnicity, or socio-economic background. The staff of the library cannot serve in *loco parentis*. While the library recognizes the rights of parents and legal guardians to be involved in their children's education and reading, the library also recognizes the rights of youth to free access to information. To that end, the library encourages parents to establish open communication with their children and to be aware of the reading/viewing/listening habits of their children.
- c) The ultimate responsibility for collection development rests with the Director. He/she may delegate responsibility for selection to appropriate staff such as the Adult Services Coordinator and the Youth Services Coordinator.

**02-01-02      Selection**

- a) The Lester Public Library selects, acquires, organizes, and preserves library materials both of current interest and of permanent value. Selection of materials is based on the principles described in this policy. Selection of any item does not constitute endorsement of the author's viewpoint, nor does the library endorse particular beliefs or views.
- b) Content, quality of writing and readability are major considerations. Each of the following criteria is provided as a general guideline for consideration in purchasing all materials. Included in the collections are books, periodicals, DVDs, music CDs, audiobooks and e-content.
- c) While a single standard cannot be applied to each work the following general criteria are used in selecting materials for purchase by the Lester Public Library:

- 1) Importance and value to the collection

- 2) Reputation, credibility and /or authoritativeness of the author, artist, publisher or producer
  - 3) Current appeal, popular demand and timeliness
  - 4) Significance of the subject matter
  - 5) Local interest
  - 6) Availability or scarcity of materials on the subject
  - 7) Cost
  - 8) Level of difficulty and specialization
  - 9) Reviews, summaries and descriptions of materials
  - 10) Format suitability
  - 11) Accessibility to materials elsewhere in area libraries
  - 12) Physical quality and level of durability
  - 13) Ability to collect and maintain complete series
- d) The Director shall approve the individual selection tools used by selectors. In general, they would include both professional journals published for librarians as well as any media used by the general public to make their personal reading/viewing/listening choices.
- e) The library may purchase or accept donations of self-published books if they are positively reviewed in professional journals, or if they highlight unique local information or Two Rivers/Manitowoc area writing talent and meet the standard of professional, high quality content.

#### **02-01-03      Gifts**

- a) Gifts of books and other materials to the library are welcome. Gifts of books will be subject to the same selection criteria applied to purchased material. Gift books will be evaluated by either the Adult Services Coordinator or the Youth Services Coordinator. All gifts of materials are considered unrestricted; the library reserves the right to use or dispose of any material in any way deemed to be in the best interests of the library and the community.
- b) Gifts of money for collection development purposes are welcome. The Director may refuse gift money with specific restrictions attached that are judged not to be in the best interest of the library and community. Any refusal may be appealed in writing to the Board of Trustees. Appeals must be received by the Director at least 10 days prior to the regular monthly meeting at which the matter will be discussed.
- c) Appraisal of books and other materials for tax purposes is the responsibility of donors. Library staff cannot assign a monetary value to donated items.

#### **02-01-04      Deaccessioning Library Collections**

- a) Systematic removal of materials is essential in order to maintain the quality, health, currency and purpose of Library collections. Factors considered in the examination of materials for removal include:

- Accuracy: if it is now misleading or inaccurate
- Physical condition: if it is in poor condition and not repairable
- Dated: if it is superseded by a new edition or by newer and better information on the subject
- Significance: if it is of no discernable merit
- Usage and relevancy: if it lacks usage and is irrelevant
- Circulation: if it has not circulated or been used for a long time in accordance to a given collection.

b) Withdrawn items may be given to the Library Foundation for resale.

## **02-01-05      Reconsideration of Library Material**

- a) Two Rivers residents with a library card in good standing may make a request to the Director for reconsideration of any library material. Such requests must be made in writing on an official reconsideration form. If there is more than one title being submitted for review, each title needs to be submitted on a separate form. Forms are available at the help desk.
- b) Upon receipt of both a written request for reconsideration and the item in question, the Director shall provide a written response to the complainant within 21 days, including the Director's decision as to the removal of the item. In the process of framing a response, the Director may consult reviews of the material as well as the opinions of other library staff.
- c) If the complainant is not satisfied within 45 days of the Director's response, the complainant may appeal the request to the Library Board. 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.
- d) 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 remove an item from the library. 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.
- e) If, by a majority vote of the full Board, it is determined that a mistake has been made in including an item in a collection, that item may be removed or reclassified as recommended by the Board.
- f) Decisions made by the Board are binding for the life of the material within the library.

12/13/94; modified 1/13/98; modified 9/11/12; reviewed with no modifications 10/13/20;  
modified 3/8/22