



**TWO
RIVERS**
WISCONSIN

LIBRARY BOARD MEETING

Tuesday, June 9, 2026 at 6:00 PM

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

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
Board Members: Kathryn Gadd, Jack Powalisz, Don Weiss, Laura Waalkens, Lisa Steinhauer, Ned Guyette, Mary Glaser, Katie Stone, Shannon Derby, Bonnie Shimulunas
3. **PUBLIC INPUT**
4. **APPROVAL OF BOARD MEETING MINUTES – Action Item**
Last Meeting Date: May 12, 2026
5. **RECEIVE AND FILE MONTHLY EXPENDITURE AND FINANCIAL REPORTS – Action Item**
Date: May 2026
6. **BOARD MEMBER COMMENT**
7. **DIRECTOR'S REPORT**
8. **COMMUNICATIONS**
 - A. Library Newsletter – June 2026
9. **REPORT FROM CITY COUNCIL REPRESENTATIVE**
10. **REPORT FROM SCHOOL DISTRICT REPRESENTATIVE**
11. **REPORT FROM COUNTY REPRESENTATIVE**
12. **UNFINISHED BUSINESS**
 - A. Policy Review – Title 5: Health and Safety, Chapter 4 First Aid – **Action Item**
13. **NEW BUSINESS**
 - A. Summer Reading Presented by Terry Ehle, Youth Services Coordinator
14. **BOARD EDUCATION – None**
15. **CLOSED EXECUTIVE SESSION – None**
16. **ADJOURNMENT – Action Item**

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

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



LIBRARY BOARD MEETING

Tuesday, April 14, 2026 at 6:00 PM

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

MINUTES

1. **CALL TO ORDER** – President Sleger called the meeting to order at 6:00 PM.
2. **ROLL CALL**
Board Members Present: Lisa Steinhauer, Laura Waalkens, Don Weiss, Shannon Derby, Katie Stone, Mary Glaser, Kathryn Gadd, and Ned Guyette. Absent and excused – Bonnie Shimulunas and Jack Powalisz. Also present: Terry Ehle, Youth Services Coordinator and Jeff Dawson, Director.
3. **PUBLIC COMMENT** – None
4. **APPROVAL OF BOARD MEETING MINUTES**
Motion to approve the amended minutes from the April 14, 2026, meeting, made by Weiss, second made by Guyette. Voice vote carried unanimously.
5. **RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS**
Motion to receive and file the expenditure and financial reports from April 2026, made by Waalkens, second made by Glaser. Voice vote carried unanimously
6. **BOARD MEMBER COMMENT** – Steinhauer asked how board members who have recently left are recognized, there are resolutions of gratitude on the agenda for Sleger and Palmer. Derby shared the final program for the Environmental Advisory Board series was a craft, painting cans and was well attended and received. Waalkens asked if board members are required to attend library programs, while not mandatory, many times board members attend a variety of library programs.
7. **DIRECTOR'S REPORT**
Dawson fielded questions and comments concerning his report.
8. **COMMUNICATIONS**
 - A. Library Newsletter – May 2026
 - B. Board of Trustees Contact Information 2026-27, Stone will share updated information with Dawson.
 - C. Library Board Calendar 2026-27, an outline of board topics throughout the year.
9. **REPORT FROM CITY COUNCIL REPRESENTATIVE**
National Police Week is celebrated across the community this week. June 6 the Environmental Advisory Board is hosting a park cleanup. Paddlers Park getting upgrades. Plans approved for 40-unit apartment building on the Hansen property (next to Dollar General). Humane Society held a ground-breaking ceremony.

10. REPORT FROM SCHOOL DISTRICT REPRESENTATIVE

Sixteen days until school ends for summer. There are many activities for the coming weeks for administration and families.

11. REPORT FROM COUNTY REPRESENTATIVES

County Executive issued an Executive Order relating to the administration of the Manitowoc County Livestock Siting Ordinance. Expo Board has seven openings. Youth sex trafficking is a large problem in the county. \$576,000 of reimbursements from the state returned to the general fund. There are fifteen positions open in Health Services.

12. UNFINISHED BUSINESS – None

13. NEW BUSINESS

- A. Policy Review – First Aid, Dawson will incorporate suggested changes and bring back to the June meeting.
- B. Motion to waive reading and adopt Resolution of Gratitude for Stanley Palmer, made by Guyette, second made by Waalkens. Voice vote carried unanimously.
- C. Motion to waive reading and adopt Resolution of Gratitude for Sharon Sleger, made by Glaser, second made by Derby. Voice vote carried unanimously.
- D. Motion to waive to approve Gadd as Lester Public Library Board of Trustees appointee to the Lester Public Library Foundation Board, made by Glaser, second made by Derby. Voice vote carried unanimously.

14. BOARD EDUCATION – None

15. CLOSED EXECUTIVE SESSION – None

16. ADJOURNMENT

Motion to adjourn made by Guyette, second made by Derby. Voice vote carried unanimously. Meeting adjourned at 6:57 PM.

Respectfully submitted by Jeff Dawson, Director

CITY OF TWO RIVERS

Balance Sheet
May 31, 2026

LIBRARY FUND 280

ASSETS

280-11100	CASH	555,800.38	
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		556,250.38

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	2,559.36	
280-21911	UNUSED COMP TIME	.00	
280-23101	LIBRARY DONATIONS	.00	
280-23105	OTHER DEPOSITS	209.91	
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	36.81	
	Total Liabilities		2,806.08

FUND EQUITY

	Unappropriated Fund Balance:		
280-34100	FUND BALANCE UNRESERVED	(1,907.51)	
280-34110	ENCUMBRANCE-PRIOR YEARS	.00	
	Revenue over Expenditures - YTD	555,351.81	
	Total Fund Equity		553,444.30
	Total Liabilities and Equity		556,250.38

CITY OF TWO RIVERS

BALANCE SHEET

MAY 31, 2026

LIBRARY GIFT FUND 282

ASSETS

282-11100	CASH	672.39	
282-11301	SAVINGS ACCOUNT - BFN	.00	
282-11302	GENERAL FUND INVESTMENT	89,802.09	
282-13800	OTHER ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>90,474.48</u>

LIABILITIES AND EQUITY

LIABILITIES

282-21100	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
282-34100	FUND BALANCE UNRESERVED	97,060.02	
282-34110	ENCUMBRANCE-PRIOR YEARS	.00	
	REVENUE OVER EXPENDITURES - YTD	(6,585.54)	
	TOTAL FUND EQUITY		<u>90,474.48</u>
	TOTAL LIABILITIES AND EQUITY		<u>90,474.48</u>

CITY OF TWO RIVERS

BALANCE SHEET

MAY 31, 2026

LIBRARY BLDING & GROUNDS FUND 456

ASSETS

456-11100	CASH	21,024.67	
456-11301	INVESTMENTS	.00	
456-13800	OTHER ACCOUNTS RECEIVABLE	.00	
	TOTAL ASSETS		<u>21,024.67</u>

LIABILITIES AND EQUITY

LIABILITIES

456-21100	ACCOUNTS PAYABLE	.00	
	TOTAL LIABILITIES		.00

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
456-34100	FUND BALANCE UNRESERVED	11,024.67	
456-34110	ENCUMBRANCE-PRIOR YEARS	.00	
	REVENUE OVER EXPENDITURES - YTD	10,000.00	
	TOTAL FUND EQUITY		<u>21,024.67</u>
	TOTAL LIABILITIES AND EQUITY		<u>21,024.67</u>

CITY OF TWO RIVERS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2026

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	695,425	695,425	0	100.00	681,790
TOTAL TAXES	0	695,425	695,425	0	100.00	681,790
<u>INTERGOVERNMENTAL REVENUE</u>						
280-43720 COUNTY FUNDS	0	246,309	246,309	0	100.00	226,835
TOTAL INTERGOVERNMENTAL REVE	0	246,309	246,309	0	100.00	226,835
<u>FINES & FORFEITURES</u>						
280-45300 LIBRARY BOOK FINES	41	3,400	587 (2,813)	17.27	1,170
TOTAL FINES & FORFEITURES	41	3,400	587 (2,813)	17.27	1,170
<u>CHARGES FOR SERVICE</u>						
280-46712 COPIER SERVICE FEES	710	9,000	3,874 (5,126)	43.04	3,115
TOTAL CHARGES FOR SERVICE	710	9,000	3,874 (5,126)	43.04	3,115
<u>MISCELLANEOUS REVENUE</u>						
280-48300 SALE OF PROP & EQUIP	26	4,563	1,440 (3,124)	31.55	1,192
280-48500 DONATIONS	12	75,000	12 (74,988)	.02	17,556
280-48900 OTHER REVENUES	30	3,800	124 (3,676)	3.26	1,644
TOTAL MISCELLANEOUS REVENUE	68	83,363	1,575 (81,788)	1.89	20,392
<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	819	1,037,497	947,770 (89,727)	91.35	933,301

CITY OF TWO RIVERS
2026 MONTHLY GENERAL FUND REPORT
MAY 31, 2026 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD	2026	2026	OVER	% OF	PRIOR YTD	
	ACTUAL	BUDGET	YTD	(UNDER)	BUDGET	ACTUAL	
<u>LESTER LIBRARY</u>							
LIBRARY ADMINISTRATION							
<i>PERSONNEL SERVICES</i>							
280-55110-1100	FULLTIME ADMINISTRATION	39,456	337,879	133,142 (204,737)	39.41	135,947
280-55110-1200	WAGES - FULLTIME	57	0	253	253	.00	832
280-55110-1220	WAGES - FULLTIME	5,018	43,491	17,043 (26,448)	39.19	10,300
280-55110-1230	WAGES - PART TIME	1,849	0	6,464	6,464	.00	1,549
280-55110-1270	WAGES - PART TIME	17,426	160,992	60,180 (100,812)	37.38	64,562
280-55110-1280	WAGES-LONGEVITY PAY	0	8,384	0 (8,384)	.00	0
280-55110-1290	WAGES-OVERTIME	0	502	0 (502)	.00	0
280-55110-1310	WI RETIREMENT	3,648	32,322	12,287 (20,035)	38.01	11,873
280-55110-1320	FICA	4,701	42,553	15,996 (26,557)	37.59	15,488
280-55110-1330	HEALTH INSURANCE	9,171	111,576	45,857 (65,719)	41.10	42,479
280-55110-1334	HEALTH INSURANCE OPT-OUT	577	5,000	2,115 (2,885)	42.31	2,115
280-55110-1340	LIFE INSURANCE	170	1,725	849 (876)	49.21	669
280-55110-1350	OTHER BENEFITS	0	0	0	0	.00	0
280-55110-1361	SICK LEAVE PAYOUT	0	1,300	2,233	933	171.79	1,320
	TOTAL PERSONNEL SERVICES	82,074	745,724	296,419 (449,305)	39.75	287,133
<i>CONTRACTUAL SERVICES</i>							
280-55110-2100	PROF SERV - CITY SERVICES	0	59,750	15,754 (43,996)	26.37	24,049
280-55110-2130	PROFESSIONAL SERVICES	913	9,000	2,837 (6,163)	31.53	1,617
280-55110-2200	TELEPHONE EXPENSE	0	1,000	258 (742)	25.80	413
280-55110-2210	ELECTRICITY	1,889	25,000	8,296 (16,704)	33.19	7,648
280-55110-2220	NATURAL GAS/HEAT	2,099	13,500	9,415 (4,085)	69.74	5,379
280-55110-2230	WATER EXPENSE	183	2,160	884 (1,276)	40.94	889
280-55110-2240	SEWER EXPENSE	211	890	873 (17)	98.10	313
280-55110-2250	STORMWATER EXPENSE	80	960	400 (560)	41.63	400
280-55110-2410	MAINTENANCE EQUIPMENT/VEH	1,798	25,000	4,871 (20,129)	19.48	6,388
280-55110-2450	EQUIPMENT NEW	0	7,500	0 (7,500)	.00	0
280-55110-2910	PRINTING/ADVERTISING	0	350	50 (300)	14.29	137
280-55110-2930	TECHNOLOGY	3,906	16,000	7,125 (8,875)	44.53	8,517
280-55110-2950	DEBT ISSUANCE COSTS/PAYMENTS	0	0	0	0	.00	0
	TOTAL CONTRACTUAL SERVICES	11,078	161,110	50,762 (110,348)	31.51	55,751
<i>OPERATING SUPPLIES/EXPENSES</i>							
280-55110-3100	OFFICE SUPPLIES	118	6,000	2,224 (3,776)	37.07	3,023
280-55110-3110	POSTAGE	45	450	236 (214)	52.41	178
280-55110-3300	TRAVEL	0	2,500	278 (2,222)	11.11	1,151
280-55110-3560	LANDSCAPING	4,158	19,000	4,158 (14,842)	21.88	4,512
	TOTAL OP SUPPLIES/EXP	4,321	27,950	6,896 (21,054)	24.67	8,864

CITY OF TWO RIVERS
2026 MONTHLY GENERAL FUND REPORT
MAY 31, 2026 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD ACTUAL	2026 BUDGET	2026 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<i><u>FIXED CHARGES</u></i>						
280-55110-5200 INSURANCES	0	17,000	3,967	(13,033)	23.34	7,249
280-55110-5950 TRANSFER TO CAP PROJ FNDS	0	3,300	3,300	0	100.00	3,300
<i>TOTAL FIXED CHARGES</i>	0	20,300	7,267	(13,033)	35.80	10,549
TOTAL LIBRARY ADMINISTRATION	97,473	955,084	361,345	(593,739)	37.83	362,297
ADULT SERVICES						
<i><u>OPERATING SUPPLIES/EXPENSES</u></i>						
280-55111-3230 PERIODICALS	0	2,900	2,130	(770)	73.46	2,097
280-55111-3400 NON-FICTION BOOKS	1,010	14,000	4,722	(9,278)	33.73	6,013
280-55111-3420 FICTION BOOKS	1,246	14,000	5,474	(8,526)	39.10	5,487
280-55111-3430 LARGE PRINT BOOKS	1,094	10,000	4,741	(5,259)	47.41	3,778
280-55111-3450 MOVIES	410	1,900	1,035	(865)	54.49	1,103
280-55111-3470 AUDIOBOOKS	500	3,200	1,018	(2,182)	31.81	642
280-55111-3510 PROGRAMS	0	2,000	797	(1,203)	39.84	413
<i>TOTAL OP SUPPLIES/EXP</i>	4,260	48,000	19,918	(28,082)	41.49	19,531
TOTAL ADULT SERVICES	4,260	48,000	19,918	(28,082)	41.49	19,531

CITY OF TWO RIVERS
2026 MONTHLY GENERAL FUND REPORT
MAY 31, 2026 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD ACTUAL	2026 BUDGET	2026 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
CHILDREN'S SERVICES						
<i>OPERATING SUPPLIES/EXPENSES</i>						
280-55112-3230 PERIODICALS	0	300	318	18	106.01	214
280-55112-3400 NON-FICTION BOOKS	1,227	6,000	2,587	(3,413)	43.12	2,504
280-55112-3420 FICTION BOOKS	453	3,500	1,613	(1,887)	46.08	1,987
280-55112-3440 PAPERBACKS	0	700	0	(700)	.00	370
280-55112-3450 MOVIES	0	600	65	(535)	10.77	107
280-55112-3470 AUDIOBOOKS	0	700	0	(700)	.00	11
280-55112-3510 PROGRAMS	165	9,500	1,571	(7,929)	16.54	3,699
280-55112-3530 JE BOOKS	151	6,000	1,205	(4,795)	20.09	1,598
<i>TOTAL OP SUPPLIES/EXP</i>	<i>1,997</i>	<i>27,300</i>	<i>7,359</i>	<i>(19,941)</i>	<i>26.95</i>	<i>10,490</i>
TOTAL CHILDREN'S SERVICES	1,997	27,300	7,359	(19,941)	26.95	10,490
REFERENCE						
<i>OPERATING SUPPLIES/EXPENSES</i>						
280-55114-3400 NON-FICTION BOOKS	0	0	0	0	.00	0
280-55114-3490 MICROFILM	0	1,875	1,988	113	106.00	1,875
<i>TOTAL OP SUPPLIES/EXP</i>	<i>0</i>	<i>1,875</i>	<i>1,988</i>	<i>113</i>	<i>106.00</i>	<i>1,875</i>
TOTAL REFERENCE	0	1,875	1,988	113	106.00	1,875

CITY OF TWO RIVERS
2026 MONTHLY GENERAL FUND REPORT
MAY 31, 2026 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD ACTUAL	2026 BUDGET	2026 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
YOUNG ADULT SERVICES						
<i>OPERATING SUPPLIES/EXPENSES</i>						
280-55115-3230 PERIODICALS	0	200	0	(200)	.00	0
280-55115-3420 FICTION BOOKS	400	4,538	1,809	(2,729)	39.87	1,339
280-55115-3470 AUDIOBOOKS	0	500	0	(500)	.00	0
<i>TOTAL OP SUPPLIES/EXP</i>	400	5,238	1,809	(3,429)	34.54	1,339
TOTAL YOUNG ADULT SERVICES	400	5,238	1,809	(3,429)	34.54	1,339
TOTAL LESTER LIBRARY EXP	104,130	1,037,497	392,418	(645,079)	37.82	395,532
NET REV OVER EXP	(103,311)	0	555,352	555,352	.00	537,769

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
CASH		04/30/2026 (04/26) Balance 280-11100				659,184.94
05/31/2026	CA	Cash Allocation - Created: 05/20/26 4:36 PM			73,072.11-	
05/31/2026	CA	Cash Allocation - Created: 06/03/26 2:02 PM			30,312.45-	
05/31/2026 (05/26) Period Totals and Balance				.00 *	103,384.56- *	555,800.38
PETTY CASH ADVANCES		04/30/2026 (04/26) Balance 280-11800				450.00
05/31/2026 (05/26) Period Totals and Balance				.00 *	.00 *	450.00
ACCOUNTS PAYABLE		04/30/2026 (04/26) Balance 280-21100				.00
05/07/2026	CDA	4 K'S PEST CONTROL LLC		55.00		
05/07/2026	CDA	Blackstone Publishing		161.84		
05/07/2026	CDA	Cengage Learning Inc. / Gale		184.80		
05/07/2026	CDA	Center Point Large Print		233.56		
05/07/2026	CDA	HVA Products Inc		1,462.50		
05/07/2026	CDA	Ingram Library Services - Debit Memo		1,346.69		
05/07/2026	CDA	Manitowoc-Calumet Library System		3,843.74		
05/07/2026	CDA	Marco		554.47		
05/07/2026	CDA	Midwest Tape LLC		25.49		
05/07/2026	CDA	Wisconsin Public Service		1,484.91		
05/14/2026	CDA	Cretton Enterprises Inc		4,158.00		
05/14/2026	CDA	Unique Management Services Inc		58.25		
05/21/2026	CDA	Cengage Group		59.20		
05/21/2026	CDA	Cengage Learning Inc. / Gale		121.60		
05/21/2026	CDA	Center Point Large Print		164.72		
05/21/2026	CDA	Coughlan Companies LLC-171436		424.31		
05/21/2026	CDA	FlutterBee Education Group		397.06		
05/21/2026	CDA	Ingram Library Services - Debit Memo		2,210.27		
05/21/2026	CDA	Lerner Publishing Group		232.90		
05/21/2026	CDA	Midwest Tape LLC		96.71		
05/21/2026	CDA	Wisc Dept Of Revenue-DEBITMEMO		110.29		
05/28/2026	CDA	Wisconsin Public Service		613.77		
05/31/2026	AP	Summary Transactions from AP System			9,353.00-	
05/31/2026	AP	Summary Transactions from AP System			4,216.25-	
05/31/2026	AP	Summary Transactions from AP System			3,817.06-	
05/31/2026	AP	Summary Transactions from AP System			613.77-	
05/31/2026 (05/26) Period Totals and Balance				18,000.08 *	18,000.08- *	.00
UNUSED SICK LEAVE CREDITS		04/30/2026 (04/26) Balance 280-21910				2,559.36-
05/31/2026 (05/26) Period Totals and Balance				.00 *	.00 *	2,559.36-
OTHER DEPOSITS		04/30/2026 (04/26) Balance 280-23105				209.91-
05/31/2026 (05/26) Period Totals and Balance				.00 *	.00 *	209.91-
SALES TAX COLLCTN PYBLE		04/30/2026 (04/26) Balance 280-29410				110.29-
05/04/2026	CR	LIBRARY - SALES TAX Description: LIBRARY - SALES TAX			11.13-	
05/11/2026	CR	LIBRARY - SALES TAX Description: LIBRARY - SALES TAX			8.55-	
05/18/2026	CR	LIBRARY - SALES TAX Description: LIBRARY - SALES TAX			7.07-	
05/20/2026	AP	Wisc Dept Of Revenue-DEBITMEMO **Desc: Sales Tax April 2026		110.29		

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
05/26/2026	CR	LIBRARY - SALES TAX Description: LIBRARY - SALES TAX			10.06-	
05/31/2026 (05/26) Period Totals and Balance				110.29 *	36.81- *	36.81-
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FUND BALANCE UNRESERVED		04/30/2026 (04/26) Balance 280-34100				1,907.51
05/31/2026 (05/26) Period Totals and Balance				.00 *	.00 *	1,907.51
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GENERAL PROPERTY TAX		04/30/2026 (04/26) Balance 280-41110				695,425.00-
05/31/2026 (05/26) Period Totals and Balance				.00 *	.00 *	695,425.00-
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YTD Encumbrance	.00	YTD Actual	-695,425.00 Total	-695,425.00	YTD Budget	-695,425.00 Unearned
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COUNTY FUNDS		04/30/2026 (04/26) Balance 280-43720				246,309.00-
05/31/2026 (05/26) Period Totals and Balance				.00 *	.00 *	246,309.00-
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YTD Encumbrance	.00	YTD Actual	-246,309.00 Total	-246,309.00	YTD Budget	-246,309.00 Unearned
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LIBRARY BOOK FINES		04/30/2026 (04/26) Balance 280-45300				546.29-
05/11/2026	CR	LIBRARY - LIBRARY BOOK FINES Description: LIBRARY - LIBRARY BOOK FINES			24.95-	
05/18/2026	CR	LIBRARY - LIBRARY BOOK FINES Description: LIBRARY - LIBRARY BOOK FINES			5.99-	
05/26/2026	CR	LIBRARY - LIBRARY BOOK FINES Description: LIBRARY - LIBRARY BOOK FINES			10.00-	
05/31/2026 (05/26) Period Totals and Balance				.00 *	40.94- *	587.23-
YTD Encumbrance	.00	YTD Actual	-587.23 Total	-587.23	YTD Budget	-3,400.00 Unearned
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COPIER SERVICE FEES		04/30/2026 (04/26) Balance 280-46712				3,163.40-
05/04/2026	CR	LIBRARY - LIBRARY SERVICE FEE Description: LIBRARY - LIBRARY SERVICE FEE			222.52-	
05/11/2026	CR	LIBRARY - LIBRARY SERVICE FEE Description: LIBRARY - LIBRARY SERVICE FEE			170.90-	
05/18/2026	CR	LIBRARY - LIBRARY SERVICE FEE Description: LIBRARY - LIBRARY SERVICE FEE			139.38-	
05/26/2026	CR	LIBRARY - LIBRARY SERVICE FEE Description: LIBRARY - LIBRARY SERVICE FEE			177.33-	
05/31/2026 (05/26) Period Totals and Balance				.00 *	710.13- *	3,873.53-
YTD Encumbrance	.00	YTD Actual	-3,873.53 Total	-3,873.53	YTD Budget	-9,000.00 Unearned
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SALE OF PROP & EQUIP		04/30/2026 (04/26) Balance 280-48300				1,413.79-
05/18/2026	CR	LIBRARY - SALE-CITY PROPERTY Description: LIBRARY - SALE-CITY PROPERTY			1.90-	

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
05/26/2026	CR	LIBRARY - SALE-CITY PROPERTY Description: LIBRARY - SALE-CITY PROPERTY			23.81-	
05/31/2026 (05/26) Period Totals and Balance				.00 *	25.71- *	1,439.50-
YTD Encumbrance	.00 YTD Actual	-1,439.50 Total	-1,439.50 YTD Budget	-4,563.00 Unearned	3,123.50	
DONATIONS						
04/30/2026 (04/26) Balance 280-48500						.00
05/26/2026	CR	LIBRARY - DONATIONS-GENERAL Description: LIBRARY - DONATIONS-GENERAL			12.00-	
05/31/2026 (05/26) Period Totals and Balance				.00 *	12.00- *	12.00-
YTD Encumbrance	.00 YTD Actual	-12.00 Total	-12.00 YTD Budget	-75,000.00 Unearned	74,988.00	
OTHER REVENUES						
04/30/2026 (04/26) Balance 280-48900						93.92-
05/04/2026	CR	LIBRARY - LIBRARY-MISCELLANEOUS Description: LIBRARY - LIBRARY-MISCELLANEOUS			15.00-	
05/18/2026	CR	LIBRARY - LIBRARY-MISCELLANEOUS Description: LIBRARY - LIBRARY-MISCELLANEOUS			15.00-	
05/31/2026 (05/26) Period Totals and Balance				.00 *	30.00- *	123.92-
YTD Encumbrance	.00 YTD Actual	-123.92 Total	-123.92 YTD Budget	-3,800.00 Unearned	3,676.08	
FULLTIME ADMINISTRATION						
04/30/2026 (04/26) Balance 280-55110-1100						93,686.22
05/01/2026	PC	PAYROLL TRANS FOR 4/25/2026 PAY PERIO		12,995.20		
05/15/2026	PC	PAYROLL TRANS FOR 5/9/2026 PAY PERIO		13,230.40		
05/29/2026	PC	PAYROLL TRANS FOR 5/23/2026 PAY PERIO		13,230.40		
05/31/2026 (05/26) Period Totals and Balance				39,456.00 *	.00 *	133,142.22
YTD Encumbrance	.00 YTD Actual	133,142.22 Total	133,142.22 YTD Budget	337,879.00 Unexpended	204,736.78	
WAGES - FULLTIME						
04/30/2026 (04/26) Balance 280-55110-1200						195.64
05/15/2026	PC	PAYROLL TRANS FOR 5/9/2026 PAY PERIO		56.97		
05/31/2026 (05/26) Period Totals and Balance				56.97 *	.00 *	252.61
YTD Encumbrance	.00 YTD Actual	252.61 Total	252.61 YTD Budget	.00 Unexpended	(252.61)	
WAGES - FULLTIME						
04/30/2026 (04/26) Balance 280-55110-1220						12,024.89
05/01/2026	PC	PAYROLL TRANS FOR 4/25/2026 PAY PERIO		1,672.80		
05/15/2026	PC	PAYROLL TRANS FOR 5/9/2026 PAY PERIO		1,672.80		
05/29/2026	PC	PAYROLL TRANS FOR 5/23/2026 PAY PERIO		1,672.80		
05/31/2026 (05/26) Period Totals and Balance				5,018.40 *	.00 *	17,043.29
YTD Encumbrance	.00 YTD Actual	17,043.29 Total	17,043.29 YTD Budget	43,491.00 Unexpended	26,447.71	
WAGES - PART TIME						
04/30/2026 (04/26) Balance 280-55110-1230						4,614.77
05/01/2026	PC	PAYROLL TRANS FOR 4/25/2026 PAY PERIO		631.08		
05/15/2026	PC	PAYROLL TRANS FOR 5/9/2026 PAY PERIO		574.11		
05/29/2026	PC	PAYROLL TRANS FOR 5/23/2026 PAY PERIO		644.23		
05/31/2026 (05/26) Period Totals and Balance				1,849.42 *	.00 *	6,464.19
YTD Encumbrance	.00 YTD Actual	6,464.19 Total	6,464.19 YTD Budget	.00 Unexpended	(6,464.19)	

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
WAGES - PART TIME		04/30/2026 (04/26) Balance 280-55110-1270				42,753.85
05/01/2026	PC	PAYROLL TRANS FOR 4/25/2026 PAY PERIO		6,115.39		
05/15/2026	PC	PAYROLL TRANS FOR 5/9/2026 PAY PERIO		5,573.00		
05/29/2026	PC	PAYROLL TRANS FOR 5/23/2026 PAY PERIO		5,738.07		
		05/31/2026 (05/26) Period Totals and Balance		17,426.46 *	.00 *	60,180.31
YTD Encumbrance	.00 YTD Actual	60,180.31 Total	60,180.31 YTD Budget	160,992.00 Unexpended		100,811.69
WI RETIREMENT		04/30/2026 (04/26) Balance 280-55110-1310				8,638.82
05/01/2026	PB	PAYROLL TRANS FOR 4/25/2026 PAY PERIO		1,204.75		
05/15/2026	PB	PAYROLL TRANS FOR 5/9/2026 PAY PERIO		1,221.69		
05/29/2026	PB	PAYROLL TRANS FOR 5/23/2026 PAY PERIO		1,221.69		
		05/31/2026 (05/26) Period Totals and Balance		3,648.13 *	.00 *	12,286.95
YTD Encumbrance	.00 YTD Actual	12,286.95 Total	12,286.95 YTD Budget	32,322.00 Unexpended		20,035.05
FICA		04/30/2026 (04/26) Balance 280-55110-1320				11,294.77
05/01/2026	PB	PAYROLL TRANS FOR 4/25/2026 PAY PERIO		1,550.32		
05/15/2026	PB	PAYROLL TRANS FOR 5/9/2026 PAY PERIO		1,538.16		
05/29/2026	PB	PAYROLL TRANS FOR 5/23/2026 PAY PERIO		1,612.30		
		05/31/2026 (05/26) Period Totals and Balance		4,700.78 *	.00 *	15,995.55
YTD Encumbrance	.00 YTD Actual	15,995.55 Total	15,995.55 YTD Budget	42,553.00 Unexpended		26,557.45
HEALTH INSURANCE		04/30/2026 (04/26) Balance 280-55110-1330				36,685.44
05/01/2026	PB	PAYROLL TRANS FOR 4/25/2026 PAY PERIO		9,171.36		
		05/31/2026 (05/26) Period Totals and Balance		9,171.36 *	.00 *	45,856.80
YTD Encumbrance	.00 YTD Actual	45,856.80 Total	45,856.80 YTD Budget	111,576.00 Unexpended		65,719.20
HEALTH INSURANCE OPT-OUT		04/30/2026 (04/26) Balance 280-55110-1334				1,538.48
05/01/2026	PC	PAYROLL TRANS FOR 4/25/2026 PAY PERIO		192.31		
05/15/2026	PC	PAYROLL TRANS FOR 5/9/2026 PAY PERIO		192.31		
05/29/2026	PC	PAYROLL TRANS FOR 5/23/2026 PAY PERIO		192.31		
		05/31/2026 (05/26) Period Totals and Balance		576.93 *	.00 *	2,115.41
YTD Encumbrance	.00 YTD Actual	2,115.41 Total	2,115.41 YTD Budget	5,000.00 Unexpended		2,884.59
LIFE INSURANCE		04/30/2026 (04/26) Balance 280-55110-1340				679.04
05/01/2026	PB	PAYROLL TRANS FOR 4/25/2026 PAY PERIO		169.76		
		05/31/2026 (05/26) Period Totals and Balance		169.76 *	.00 *	848.80
YTD Encumbrance	.00 YTD Actual	848.80 Total	848.80 YTD Budget	1,725.00 Unexpended		876.20
SICK LEAVE PAYOUT		04/30/2026 (04/26) Balance 280-55110-1361				2,233.30
		05/31/2026 (05/26) Period Totals and Balance		.00 *	.00 *	2,233.30
YTD Encumbrance	.00 YTD Actual	2,233.30 Total	2,233.30 YTD Budget	1,300.00 Unexpended		(933.30)
PROF SERV - CITY SERVICES		04/30/2026 (04/26) Balance 280-55110-2100				15,753.51
		05/31/2026 (05/26) Period Totals and Balance		.00 *	.00 *	15,753.51
YTD Encumbrance	.00 YTD Actual	15,753.51 Total	15,753.51 YTD Budget	59,750.00 Unexpended		43,996.49

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
PROFESSIONAL SERVICES						
		04/30/2026 (04/26) Balance	280-55110-2130			1,924.58
04/30/2026	AP	Marco Technologies LLC		554.47		
		**Desc: Agreement 012-3116327-000-Library				
05/01/2026	AP	Unique Management Services Inc		58.25		
		**Desc: Placements - April 2026 - Lib				
05/06/2026	JE	DAWSON - PROF SERV		300.00		
		05/31/2026 (05/26) Period Totals and Balance		912.72 *	.00 *	2,837.30
YTD Encumbrance	.00	YTD Actual	2,837.30 Total	2,837.30	YTD Budget	9,000.00 Unexpended 6,162.70
TELEPHONE EXPENSE						
		04/30/2026 (04/26) Balance	280-55110-2200			257.98
		05/31/2026 (05/26) Period Totals and Balance		.00 *	.00 *	257.98
YTD Encumbrance	.00	YTD Actual	257.98 Total	257.98	YTD Budget	1,000.00 Unexpended 742.02
ELECTRICITY						
		04/30/2026 (04/26) Balance	280-55110-2210			6,407.52
05/19/2026	HJ	Harris Journal Entry		1,888.94		
		05/31/2026 (05/26) Period Totals and Balance		1,888.94 *	.00 *	8,296.46
YTD Encumbrance	.00	YTD Actual	8,296.46 Total	8,296.46	YTD Budget	25,000.00 Unexpended 16,703.54
NATURAL GAS/HEAT						
		04/30/2026 (04/26) Balance	280-55110-2220			7,316.13
04/22/2026	AP	Wisconsin Public Service Corp		1,484.91		
		**Desc: 1001 Adams Street - Library				
05/20/2026	AP	Wisconsin Public Service Corp		613.77		
		**Desc: 1001 Adams Street - Library				
		05/31/2026 (05/26) Period Totals and Balance		2,098.68 *	.00 *	9,414.81
YTD Encumbrance	.00	YTD Actual	9,414.81 Total	9,414.81	YTD Budget	13,500.00 Unexpended 4,085.19
WATER EXPENSE						
		04/30/2026 (04/26) Balance	280-55110-2230			701.29
05/19/2026	HJ	Harris Journal Entry		182.97		
		05/31/2026 (05/26) Period Totals and Balance		182.97 *	.00 *	884.26
YTD Encumbrance	.00	YTD Actual	884.26 Total	884.26	YTD Budget	2,160.00 Unexpended 1,275.74
SEWER EXPENSE						
		04/30/2026 (04/26) Balance	280-55110-2240			662.05
05/19/2026	HJ	Harris Journal Entry		211.00		
		05/31/2026 (05/26) Period Totals and Balance		211.00 *	.00 *	873.05
YTD Encumbrance	.00	YTD Actual	873.05 Total	873.05	YTD Budget	890.00 Unexpended 16.95
STORMWATER EXPENSE						
		04/30/2026 (04/26) Balance	280-55110-2250			319.72
05/19/2026	HJ	Harris Journal Entry		79.93		
		05/31/2026 (05/26) Period Totals and Balance		79.93 *	.00 *	399.65
YTD Encumbrance	.00	YTD Actual	399.65 Total	399.65	YTD Budget	960.00 Unexpended 560.35
MAINTENANCE EQUIPMENT/VEH						
		04/30/2026 (04/26) Balance	280-55110-2410			3,072.68
04/21/2026	AP	HVA Products Inc		1,462.50		
		**Desc: Service Call - Lib				

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/28/2026	AP	4 K'S PEST CONTROL LLC **Desc: General Pest Control - Library		55.00		
05/06/2026	JE	KRALL - MAIN		25.95		
05/06/2026	JE	HAMBURG - MAIN		254.64		
		05/31/2026 (05/26) Period Totals and Balance		1,798.09 *	.00 *	4,870.77
YTD Encumbrance	.00	YTD Actual	4,870.77 Total	4,870.77	YTD Budget	25,000.00 Unexpended 20,129.23
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PRINTING/ADVERTISING		04/30/2026 (04/26) Balance 280-55110-2910				50.00
		05/31/2026 (05/26) Period Totals and Balance		.00 *	.00 *	50.00
YTD Encumbrance	.00	YTD Actual	50.00 Total	50.00	YTD Budget	350.00 Unexpended 300.00
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TECHNOLOGY		04/30/2026 (04/26) Balance 280-55110-2930				3,218.93
04/27/2026	AP	Manitowoc-Calumet Library System **Desc: Tech-Lib		3,843.74		
05/06/2026	JE	EHLE - TECH		62.00		
		05/31/2026 (05/26) Period Totals and Balance		3,905.74 *	.00 *	7,124.67
YTD Encumbrance	.00	YTD Actual	7,124.67 Total	7,124.67	YTD Budget	16,000.00 Unexpended 8,875.33
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OFFICE SUPPLIES		04/30/2026 (04/26) Balance 280-55110-3100				2,106.57
05/06/2026	JE	HAMBURG - OFFICE SUPPLIES		117.74		
		05/31/2026 (05/26) Period Totals and Balance		117.74 *	.00 *	2,224.31
YTD Encumbrance	.00	YTD Actual	2,224.31 Total	2,224.31	YTD Budget	6,000.00 Unexpended 3,775.69
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POSTAGE		04/30/2026 (04/26) Balance 280-55110-3110				190.57
06/01/2026	JE	Postage Allocation - May 2026		45.28		
		05/31/2026 (05/26) Period Totals and Balance		45.28 *	.00 *	235.85
YTD Encumbrance	.00	YTD Actual	235.85 Total	235.85	YTD Budget	450.00 Unexpended 214.15
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TRAVEL		04/30/2026 (04/26) Balance 280-55110-3300				277.70
		05/31/2026 (05/26) Period Totals and Balance		.00 *	.00 *	277.70
YTD Encumbrance	.00	YTD Actual	277.70 Total	277.70	YTD Budget	2,500.00 Unexpended 2,222.30
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LANDSCAPING		04/30/2026 (04/26) Balance 280-55110-3560				.00
04/30/2026	AP	Cretton Enterprises Inc **Desc: Spring Clean-Up / Mulch - Lib		4,158.00		
		05/31/2026 (05/26) Period Totals and Balance		4,158.00 *	.00 *	4,158.00
YTD Encumbrance	.00	YTD Actual	4,158.00 Total	4,158.00	YTD Budget	19,000.00 Unexpended 14,842.00
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INSURANCES		04/30/2026 (04/26) Balance 280-55110-5200				3,967.47
		05/31/2026 (05/26) Period Totals and Balance		.00 *	.00 *	3,967.47
YTD Encumbrance	.00	YTD Actual	3,967.47 Total	3,967.47	YTD Budget	17,000.00 Unexpended 13,032.53
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TRANSFER TO CAP PROJ FNDS		04/30/2026 (04/26) Balance 280-55110-5950				3,300.00
		05/31/2026 (05/26) Period Totals and Balance		.00 *	.00 *	3,300.00
YTD Encumbrance	.00	YTD Actual	3,300.00 Total	3,300.00	YTD Budget	3,300.00 Unexpended .00

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance	
PERIODICALS		04/30/2026 (04/26) Balance 280-55111-3230				2,130.38	
		05/31/2026 (05/26) Period Totals and Balance			.00 *	.00 *	2,130.38
YTD Encumbrance		.00 YTD Actual	2,130.38 Total	2,130.38 YTD Budget	2,900.00 Unexpended	769.62	
NON-FICTION BOOKS		04/30/2026 (04/26) Balance 280-55111-3400				3,712.71	
04/03/2026	AP	Ingram Library Services - Debit Memo **Desc: ANF - Library		247.68			
04/03/2026	AP	Ingram Library Services - Debit Memo **Desc: ANF - Library		16.65			
04/06/2026	AP	Ingram Library Services - Debit Memo **Desc: ANF - Library		116.62			
04/06/2026	AP	Ingram Library Services - Debit Memo **Desc: ANF - Library		15.16			
04/14/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC - Library		67.84			
04/15/2026	AP	Ingram Library Services - Debit Memo **Desc: ANF - Library		50.17			
04/22/2026	AP	Ingram Library Services - Debit Memo **Desc: ANF-Lib		10.70			
05/05/2026	AP	Ingram Library Services - Debit Memo **Desc: ANF-Lib		403.45			
05/06/2026	JE	HAMBURG - A NON FIC		69.32			
05/07/2026	AP	Ingram Library Services - Debit Memo **Desc: ANF-Lib		11.99			
		05/31/2026 (05/26) Period Totals and Balance			1,009.58 *	.00 *	4,722.29
YTD Encumbrance		.00 YTD Actual	4,722.29 Total	4,722.29 YTD Budget	14,000.00 Unexpended	9,277.71	
FICTION BOOKS		04/30/2026 (04/26) Balance 280-55111-3420				4,228.14	
04/06/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC - Library		13.66			
04/07/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC - Library		16.21			
04/07/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC - Library		56.62			
04/07/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC - Library		32.92			
04/09/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC - Library		7.56			
04/09/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC - Library		11.55			

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance			
04/09/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC - Library		109.66					
04/09/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC - Library		16.70					
04/15/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC - Library		8.30					
04/15/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC - Library		68.39					
04/15/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC - Library		27.63					
04/21/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		85.83					
04/21/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		76.50					
04/22/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		28.15					
04/22/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		12.14					
04/22/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		16.16					
04/22/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		115.48					
04/30/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		6.03					
04/30/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		16.68					
04/30/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		51.67					
04/30/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		106.00					
05/05/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		134.18					
05/06/2026	JE	HAMBURG - A FIC		65.94					
05/07/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		111.28					
05/07/2026	AP	Ingram Library Services - Debit Memo **Desc: AFIC-Lib		50.79					
05/31/2026 (05/26) Period Totals and Balance				1,246.03 *	.00 *	5,474.17			
YTD Encumbrance	.00	YTD Actual	5,474.17	Total	5,474.17	YTD Budget	14,000.00	Unexpended	8,525.83

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance			
LARGE PRINT BOOKS		04/30/2026 (04/26) Balance 280-55111-3430				3,647.27			
04/13/2026	AP	Cengage Learning Inc. / Gale **Desc: ALP - Library		59.20					
04/13/2026	AP	Cengage Learning Inc. / Gale **Desc: ALP - Library		121.60					
04/14/2026	AP	Ingram Library Services - Debit Memo **Desc: ALP - Library		20.62					
04/14/2026	AP	Ingram Library Services - Debit Memo **Desc: ALP - Library		41.12					
04/15/2026	AP	Center Point Large Print **Desc: ALP - Library		233.56					
04/15/2026	AP	Ingram Library Services - Debit Memo **Desc: ALP - Library		20.59					
04/15/2026	AP	Ingram Library Services - Debit Memo **Desc: ALP - Library		59.99					
04/22/2026	AP	Ingram Library Services - Debit Memo **Desc: ALP-Lib		17.01					
04/24/2026	AP	Cengage Learning Inc. / Gale **Desc: ALP - Library		184.80					
04/30/2026	AP	Ingram Library Services - Debit Memo **Desc: ALP-Lib		36.32					
04/30/2026	AP	Ingram Library Services - Debit Memo **Desc: ALP-Lib		21.85					
05/01/2026	AP	Center Point Large Print **Desc: ALP - Library		47.94					
05/03/2026	AP	Center Point Large Print **Desc: ALP - Library		116.78					
05/05/2026	AP	Ingram Library Services - Debit Memo **Desc: ALP-Lib		39.75					
05/06/2026	JE	HAMBURG - A LG PRINT		30.39					
05/07/2026	AP	Ingram Library Services - Debit Memo **Desc: ALP-Lib		42.08					
05/31/2026 (05/26) Period Totals and Balance				1,093.60 *	.00 *	4,740.87			
YTD Encumbrance	.00	YTD Actual	4,740.87	Total	4,740.87	YTD Budget	10,000.00	Unexpended	5,259.13

MOVIES		04/30/2026 (04/26) Balance 280-55111-3450				625.38
04/13/2026	AP	Midwest Tape LLC **Desc: ADVD-Lib		69.72		

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/13/2026	AP	Midwest Tape LLC **Desc: ADVD-Lib		26.99		
04/20/2026	AP	Midwest Tape LLC **Desc: ADVD - Library		25.49		
05/06/2026	JE	HAMBURG - A DVDS 05/31/2026 (05/26) Period Totals and Balance		287.70 409.90 *	.00 *	1,035.28
YTD Encumbrance		.00 YTD Actual	1,035.28 Total	1,035.28 YTD Budget	1,900.00 Unexpended	864.72
AUDIOBOOKS		04/30/2026 (04/26) Balance 280-55111-3470				517.43
04/23/2026	AP	Blackstone Publishing **Desc: AAudio-Lib		161.84		
05/06/2026	JE	HAMBURG - A AUDIO 05/31/2026 (05/26) Period Totals and Balance		338.56 500.40 *	.00 *	1,017.83
YTD Encumbrance		.00 YTD Actual	1,017.83 Total	1,017.83 YTD Budget	3,200.00 Unexpended	2,182.17
PROGRAMS		04/30/2026 (04/26) Balance 280-55111-3510				796.72
		05/31/2026 (05/26) Period Totals and Balance				.00 * 796.72
YTD Encumbrance		.00 YTD Actual	796.72 Total	796.72 YTD Budget	2,000.00 Unexpended	1,203.28
PERIODICALS		04/30/2026 (04/26) Balance 280-55112-3230				318.04
		05/31/2026 (05/26) Period Totals and Balance				.00 * 318.04
YTD Encumbrance		.00 YTD Actual	318.04 Total	318.04 YTD Budget	300.00 Unexpended	(18.04)
NON-FICTION BOOKS		04/30/2026 (04/26) Balance 280-55112-3400				1,359.96
04/03/2026	AP	Ingram Library Services - Debit Memo **Desc: JNF - Library		10.58		
04/07/2026	AP	Ingram Library Services - Debit Memo **Desc: JNF - Library		22.13		
04/09/2026	AP	Ingram Library Services - Debit Memo **Desc: JNF - Library		31.84		
04/09/2026	AP	Ingram Library Services - Debit Memo **Desc: JNF - Library		12.82		
04/14/2026	AP	Ingram Library Services - Debit Memo **Desc: JNF - Library		14.03		
04/15/2026	AP	Ingram Library Services - Debit Memo **Desc: JNF - Library		21.83		
05/04/2026	AP	Lerner Publishing Group **Desc: Jnf-Lib		232.90		
05/07/2026	AP	Ingram Library Services - Debit Memo **Desc: JNF-Lib		59.51		

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance	
05/11/2026	AP	FlutterBee Education Group **Desc: JNF-Lib		397.06			
05/13/2026	AP	Coughlan Companies LLC **Desc: JNF - Lib		424.31			
05/31/2026 (05/26) Period Totals and Balance				1,227.01 *	.00 *	2,586.97	
YTD Encumbrance	.00	YTD Actual	2,586.97 Total	2,586.97	YTD Budget	6,000.00 Unexpended 3,413.03	
FICTION BOOKS						04/30/2026 (04/26) Balance 280-55112-3420	1,159.38
04/03/2026	AP	Ingram Library Services - Debit Memo **Desc: JF - Library		13.02			
04/06/2026	AP	Ingram Library Services - Debit Memo **Desc: JF - Library		40.64			
04/07/2026	AP	Ingram Library Services - Debit Memo **Desc: JF - Library		24.79			
04/09/2026	AP	Ingram Library Services - Debit Memo **Desc: JF - Library		13.93			
04/14/2026	AP	Ingram Library Services - Debit Memo **Desc: JF - Library		21.82			
04/14/2026	AP	Ingram Library Services - Debit Memo **Desc: JF - Library		10.03			
04/22/2026	AP	Ingram Library Services - Debit Memo **Desc: JF-Lib		9.99			
05/07/2026	AP	Ingram Library Services - Debit Memo **Desc: JF-Lib		9.92			
05/07/2026	AP	Ingram Library Services - Debit Memo **Desc: JF-Lib		309.33			
05/31/2026 (05/26) Period Totals and Balance				453.47 *	.00 *	1,612.85	
YTD Encumbrance	.00	YTD Actual	1,612.85 Total	1,612.85	YTD Budget	3,500.00 Unexpended 1,887.15	
MOVIES						04/30/2026 (04/26) Balance 280-55112-3450	64.62
05/31/2026 (05/26) Period Totals and Balance				.00 *	.00 *	64.62	
YTD Encumbrance	.00	YTD Actual	64.62 Total	64.62	YTD Budget	600.00 Unexpended 535.38	
PROGRAMS						04/30/2026 (04/26) Balance 280-55112-3510	1,405.65
05/06/2026	JE	EHLE - J PROG		165.38			
05/31/2026 (05/26) Period Totals and Balance				165.38 *	.00 *	1,571.03	
YTD Encumbrance	.00	YTD Actual	1,571.03 Total	1,571.03	YTD Budget	9,500.00 Unexpended 7,928.97	
JE BOOKS						04/30/2026 (04/26) Balance 280-55112-3530	1,054.44
04/07/2026	AP	Ingram Library Services - Debit Memo **Desc: JEF - Library		10.64			

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/09/2026	AP	Ingram Library Services - Debit Memo **Desc: JEF - Library		10.52		
04/14/2026	AP	Ingram Library Services - Debit Memo **Desc: JEF - Library		20.90		
05/06/2026	JE	EHLE - J EASY FIC		16.95		
05/07/2026	AP	Ingram Library Services - Debit Memo **Desc: JEF-Lib		91.75		
05/31/2026 (05/26) Period Totals and Balance				150.76 *	.00 *	1,205.20
YTD Encumbrance	.00	YTD Actual	1,205.20 Total	1,205.20 YTD Budget	6,000.00 Unexpended	4,794.80
MICROFILM						
04/30/2026 (04/26) Balance 280-55114-3490						1,987.50
05/31/2026 (05/26) Period Totals and Balance				.00 *	.00 *	1,987.50
YTD Encumbrance	.00	YTD Actual	1,987.50 Total	1,987.50 YTD Budget	1,875.00 Unexpended	(112.50)
FICTION BOOKS						
04/30/2026 (04/26) Balance 280-55115-3420						1,408.97
04/07/2026	AP	Ingram Library Services - Debit Memo **Desc: YA - Library		17.17		
04/14/2026	AP	Ingram Library Services - Debit Memo **Desc: YA - Library		24.36		
04/22/2026	AP	Ingram Library Services - Debit Memo **Desc: YA-Lib		11.73		
05/06/2026	JE	EHLE - YA FIC		23.17		
05/07/2026	AP	Ingram Library Services - Debit Memo **Desc: YA-Lib		324.00		
05/31/2026 (05/26) Period Totals and Balance				400.43 *	.00 *	1,809.40
YTD Encumbrance	.00	YTD Actual	1,809.40 Total	1,809.40 YTD Budget	4,538.00 Unexpended	2,728.60
Number of Transactions: 174 Number of Accounts: 57				Debit	Credit	Proof
Total LIBRARY FUND:				122,240.23	122,240.23-	.00

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance			
CASH		04/30/2026 (04/26) Balance 282-11100				2,275.97			
05/31/2026	CA	Cash Allocation - Created: 05/20/26 4:36 PM			35.30-				
05/31/2026	CA	Cash Allocation - Created: 06/03/26 2:02 PM			1,568.28-				
05/31/2026 (05/26) Period Totals and Balance				.00 *	1,603.58- *	672.39			
GENERAL FUND INVESTMENT		04/30/2026 (04/26) Balance 282-11302				89,802.09			
05/31/2026 (05/26) Period Totals and Balance				.00 *	.00 *	89,802.09			
ACCOUNTS PAYABLE		04/30/2026 (04/26) Balance 282-21100				.00			
05/07/2026	CDA	Ingram Library Services - Debit Memo		74.20					
05/21/2026	CDA	Ingram Library Services - Debit Memo		35.95					
05/21/2026	CDA	Manitowoc County Historical Society		200.00					
05/21/2026	CDA	Pease, Thomas A		450.00					
05/31/2026	AP	Summary Transactions from AP System			74.20-				
05/31/2026	AP	Summary Transactions from AP System			685.95-				
05/31/2026 (05/26) Period Totals and Balance				760.15 *	760.15- *	.00			
FUND BALANCE UNRESERVED		04/30/2026 (04/26) Balance 282-34100				97,060.02-			
05/31/2026 (05/26) Period Totals and Balance				.00 *	.00 *	97,060.02-			
INTEREST INCOME		04/30/2026 (04/26) Balance 282-48100				43.72-			
05/31/2026 (05/26) Period Totals and Balance				.00 *	.00 *	43.72-			
YTD Encumbrance	.00	YTD Actual	-43.72	Total	-43.72	YTD Budget	.00	Unearned	(43.72)
INTEREST ON INVESTMENTS		04/30/2026 (04/26) Balance 282-48110				3,598.37			
05/31/2026 (05/26) Period Totals and Balance				.00 *	.00 *	3,598.37			
YTD Encumbrance	.00	YTD Actual	3,598.37	Total	3,598.37	YTD Budget	-6,500.00	Unearned	10,098.37
DONATIONS		04/30/2026 (04/26) Balance 282-48500				2,514.35-			
05/04/2026	CR	LIBRARY - DONATIONS-GIFT FUND			16.50-				
		Description: LIBRARY - DONATIONS-GIFT FUND							
05/18/2026	CR	LIBRARY - DONATIONS-GIFT FUND			22.40-				
		Description: LIBRARY - DONATIONS-GIFT FUND							
05/31/2026 (05/26) Period Totals and Balance				.00 *	38.90- *	2,553.25-			
YTD Encumbrance	.00	YTD Actual	-2,553.25	Total	-2,553.25	YTD Budget	-7,000.00	Unearned	4,446.75
ADULT GIFT		04/30/2026 (04/26) Balance 282-55110-7004				2,314.58			
04/06/2026	AP	Ingram Library Services - Debit Memo		59.03					
		**Desc: AGIFT - Library							
04/14/2026	AP	Ingram Library Services - Debit Memo		15.17					
		**Desc: AGIFT - Library							
04/21/2026	AP	Ingram Library Services - Debit Memo		13.62					
		**Desc: AGIFT-Lib							
04/30/2026	AP	Ingram Library Services - Debit Memo		22.33					
		**Desc: AGIFT-Lib							

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
05/06/2026	JE	BONDE - AGIFT		16.22		
05/06/2026	JE	HAMBURG - A GIFT		223.88		
05/31/2026 (05/26) Period Totals and Balance				350.25 *	.00 *	2,664.83
YTD Encumbrance		.00 YTD Actual	2,664.83 Total	2,664.83 YTD Budget	5,000.00 Unexpended	2,335.17
<hr/>						
MEYER FOUNDATION		04/30/2026 (04/26) Balance 282-55110-7005				.00
05/06/2026	JE	HAMBURG - MEYER FDN		50.27		
05/31/2026 (05/26) Period Totals and Balance				50.27 *	.00 *	50.27
YTD Encumbrance		.00 YTD Actual	50.27 Total	50.27 YTD Budget	500.00 Unexpended	449.73
<hr/>						
YOUTH GIFT		04/30/2026 (04/26) Balance 282-55110-7008				1,627.08
05/06/2026	JE	EHLE - J GIFT		18.76		
05/06/2026	JE	HAMBURG - JGIFT		573.20		
05/18/2026	AP	Pease, Thomas A		450.00		
				**Desc: Summer Reading Performer- Peaseblossom Music-Lib		
05/18/2026	AP	Manitowoc County Historical Society		100.00		
				**Desc: Summer Reading Program-19th Century Games-Lib		
05/18/2026	AP	Manitowoc County Historical Society		100.00		
				**Desc: Summer Reading Program-Cabinet of Curiosities-Lib		
05/31/2026 (05/26) Period Totals and Balance				1,241.96 *	.00 *	2,869.04
YTD Encumbrance		.00 YTD Actual	2,869.04 Total	2,869.04 YTD Budget	5,000.00 Unexpended	2,130.96

Number of Transactions: 22 Number of Accounts: 10

Total LIBRARY GIFT FUND:

Debit	Credit	Proof
2,402.63	2,402.63-	.00

Date	Journal	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
CASH		04/30/2026 (04/26) Balance	456-11100			21,024.67
		05/31/2026 (05/26) Period Totals and Balance		.00 *	.00 *	21,024.67
FUND BALANCE UNRESERVED		04/30/2026 (04/26) Balance	456-34100			11,024.67-
		05/31/2026 (05/26) Period Totals and Balance		.00 *	.00 *	11,024.67-
DONATIONS		04/30/2026 (04/26) Balance	456-48500			10,000.00-
		05/31/2026 (05/26) Period Totals and Balance		.00 *	.00 *	10,000.00-
YTD Encumbrance	.00 YTD Actual	-10,000.00 Total	-10,000.00 YTD Budget	.00 Unearned	(10,000.00)	

Number of Transactions: 0	Number of Accounts: 3	Debit	Credit	Proof
Total LIBRARY BLDING & GROUNDS FUND:		.00	.00	.00
Number of Transactions: 196	Number of Accounts: 70	Debit	Credit	Proof
Grand Totals:		124,642.86	124,642.86-	.00

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

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

Do you receive our newsletter?

Where's the market heading? How can I prepare for the unexpected? What will retirement look like for me? Our monthly newsletter helps answer these questions, keeping you informed about investing topics most relevant to your goals. Visit edwardjones.com/newsletter to read the latest articles and ask your local branch team to sign you up to receive our Perspective newsletter in your email inbox every month.

Association - Advisory Solutions Fund Model

Portfolio Objective - Account: Balanced Growth and Income

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

Account Value

\$97,390.24

1 Month Ago	\$95,477.80
1 Year Ago	\$86,620.13
3 Years Ago	\$87,251.89
5 Years Ago	\$345,303.98

Value Summary

	This Period	This Year
Beginning value	\$95,477.80	\$93,400.46
Assets added to account	0.00	0.00
Assets withdrawn from account	0.00	0.00
Fees and charges	-87.58	-438.76
Change in value	2,000.02	4,428.54
Ending Value	\$97,390.24	

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

Asset Details (as of May 29, 2026)

additional details at www.edwardjones.com/access

Assets Held At Edward Jones

	Current Yield/Rate	Beginning Balance	Deposits	Withdrawals	Ending Balance
Money Market	2.98%*	\$22.71	\$0.05	—	\$22.76

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

Exchange Traded & Closed End Funds	Price	Quantity	Cost Basis	Unrealized Gain/Loss	Value
Amrc Avnt SC ETF	110.22	23	1,956.92	578.14	2,535.06
Ish Core S&P 500	760.05	7	3,974.04	1,346.31	5,320.35
Ish RS MD-C ETF	107.37	19	1,634.79	405.24	2,040.03
Vng Growth Index	89.60	30	2,030.01	657.99	2,688.00

Asset Details (continued)

Mutual Funds	Price	Quantity	Cost Basis	Unrealized Gain/Loss	Value
Bridge Builder Core Bond	8.99	1,663.667	16,666.51	-1,710.14	14,956.37
Bridge Builder Core Plus Bond	8.86	2,224.819	22,235.52	-2,523.62	19,711.90
Bridge Builder INTL Equity	15.56	597.887	6,966.72	2,336.40	9,303.12
Bridge Builder Large Growth	27.69	386.792	6,417.86	4,292.41	10,710.27
Bridge Builder Large Value	19.01	584.333	7,333.59	3,774.58	11,108.17
Bridge Builder Small/Mid Grw	17.78	166.223	2,389.11	566.33	2,955.44
Bridge Builder Small/Mid Value	15.44	206.36	2,323.38	862.82	3,186.20
JPM U.S. Govt Money Market Im	1.00	669.71	—	—	669.71
MFS INTL Intrinsic Equity R6	46.97	25.905	1,080.54	136.22	1,216.76
MFS INTL New Discovery R6	36.27	28.012	964.92	51.08	1,016.00
Nytl Mackay HI Yld Corp BD R6	5.14	931.508	5,039.75	-251.80	4,787.95
PIMCO INTL Bond (USD-Hedged) I	9.78	289.33	2,797.92	31.73	2,829.65
Principal Midcap R6	39.85	58.532	2,182.34	150.16	2,332.50
Total Account Value					\$97,390.24

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)	\$13.27
Long Term (held over 1 year)	-203.41
Total	-\$190.14

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

Detail of Realized Gain/Loss from Sale of Securities

	Purchase Date	Sale Date	Quantity	Cost Basis	Proceeds	Realized Gain/Loss	
Bridge Builder Large Value	----	05/18	10.659	\$183.07	\$198.26	\$15.19	LT
Bridge Builder Large Value	----	05/18	13.411	236.17	249.44	13.27	ST

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

Investment and Other Activity by Date

Date	Description	Quantity	Amount
5/01	Dividend on Bridge Builder Core Bond on 1,657.593 Shares at Daily Accrual Rate		\$54.67
5/01	Reinvestment into Bridge Builder Core Bond @ 9.00	6.074	-54.67
5/01	Dividend on Bridge Builder Core Plus Bond on 2,215.861 Shares at Daily Accrual Rate		79.37
5/01	Reinvestment into Bridge Builder Core Plus Bond @ 8.86	8.958	-79.37
5/01	Dividend on JPM U.S. Govt Money Market Im on 308.62 Shares at Daily Accrual Rate		0.98
5/01	Reinvestment into JPM U.S. Govt Money Market Im @ 1.00	0.98	-0.98
5/01	Dividend on Nyli Mackay HI Yld Corp BD R6 on 927.162 Shares @ 0.024		22.38
5/01	Reinvestment into Nyli Mackay HI Yld Corp BD R6 @ 5.15	4.346	-22.38
5/01	Dividend on PIMCO INTL Bond (USD-Hedged) I on 288.388 Shares at Daily Accrual Rate		9.14
5/01	Reinvestment into PIMCO INTL Bond (USD-Hedged) I @ 9.70	0.942	-9.14
5/07	Redeemed JPM U.S. Govt Money Market Im @ 1.00	-87.59	87.59
5/07	Program & Platform Fees		-87.59
5/19	Sell Bridge Builder Large Value @ 18.60	-24.07	447.70
5/19	Buy JPM U.S. Govt Money Market Im @ 1.00	447.7	-447.70
5/22	Fee Offset		0.01

Money Market Detail by Date

Date	Transaction	Description	Deposits	Withdrawals	Balance
Beginning Balance on Apr 25					\$22.71
5/20	Income	Dividend on Money Market for 30 Days @ 2.99%	0.04		\$22.75
5/26	Deposit		0.01		\$22.76
Total			\$0.05		
Ending Balance on May 29					\$22.76

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

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About Edward Jones

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

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

About Your Account

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

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

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

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

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

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

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








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

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

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

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

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

CONTACT INFORMATION			
Client Relations		Online Access	Other Contacts
 Toll Free Phone 800-441-2357	For hours, visit edwardjones.com	 edwardjones.com/access	 Edward Jones Personal MasterCard® 866-874-6711
 201 Progress Parkway Maryland Heights, MO 63043		 Edward Jones Online Support 800-441-5203	 Edward Jones Business MasterCard® 866-874-6712
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S1EDJ001 Rev 11/21

**Lester Public Library
Director's Report
May 2026**

News

In this, my final report to the Lester Public Library Board of Trustees, I thank you for your strong support over the past nineteen years. It has been an honor and a privilege to work side by side with this governing board. We have faced many trials during my tenure here. From the Great Recession, culminating in 2010, to the COVID-19 outbreak in 2020, the library was tested, yet remained stronger than ever in serving the Two Rivers community.

The building itself has seen several upgrades over the years — including improvements to the HVAC system, lighting, carpeting, electrical infrastructure, drive-through window, and a new roof, to name a few. Most of all, however, it has been the dedication of the Lester Public Library staff in serving our lakeshore community with respect, compassion, and expert librarianship that I consider the pinnacle of my career.

Your decision to promote Terry Ehle will ensure the library's continued success and allow it to thrive for many years to come.

As ever, my very best regards to you all.

- On Sunday, May 17, straight line winds brought down seven pine trees on the library grounds. The giant maple sustained major damage and may need to be cut down as well. Clean up crews were on site May 18 and 19. Sad to see the trees downed, but very fortunate that they missed the library and story walk. Further removal of tree stumps is needed. City Manager Kordell is in touch with the City's insurance carrier and the Manitowoc County Emergency Operations Center regarding potential storm response reimbursement eligibility through the State.

Library Foundation – No Report

Library Legislation – No Report

Activities

05/04/26 – Help Desk

05/06/26 – Met with Brenda Koprowski, Lester Bentley Committee

05/07/26 – Met with Kate Gadd, President, Lester Public Library Board of Trustees and Terry Ehle, Youth Services Coordinator

05/07/26 – Attended the Two Rivers 2nd Annual National Travel and Tourism Week Celebration at Sepia Chapel

05/08/26 – Help Desk

05/11/26 – Help Desk

05/12/26 – Lester Public Library Board of Trustees Meeting

05/13/26 – Lester Public Library All Staff Meeting

05/13/26 – Attended the annual Police Memorial Ceremony on the Police Memorial Bridge (22nd Street Bridge)

- 05/13/26 – City of Two Rivers Department Heads Meeting
- 05/14/26 – Lakeshore Community Foundation Annual Update at the Capitol Civic Centre, Manitowoc, with Terry Ehle, Youth Services Coordinator
- 05/19/26 – Lester Public Library Management Team Meeting
- 05/26/26 – Lester Public Library Management Team Meeting
- 05/27/26 – Manitowoc Calumet Library System Board Meeting
- 05/28/26 – Met with Kate Gadd, President, Lester Public Library Board of Trustees and Terry Ehle, Youth Services Coordinator
- 05/28/26 – Met with Jeff Gilderson-Duwe, Retired Director of the Oshkosh Public Library

Jeff Dawson, Director, Lester Public Library 06/01/2026

Lester Public Library Statistical Report

May-26

Circulation											
	May 2026		May 2025		2026 YTD		2025 YTD				%Chng
	Total	%Circ	Total	%Circ	Total	%Circ	Total	%Circ	Total	%Circ	
Circulation Total	7,175		7,945	-10%	41,422		44,161		44,161		-6%
Total Visitors	5,849		5,429	8%	28,153		27,774		27,774		1%
Users	Total	%Circ	Total	%Circ	Total	%Circ	Total	%Circ	Total	%Circ	
Children (0-11)	677	9%	492	6%	3,621	9%	2,262	5%	2,262	5%	60%
Young Adult (11-17)	232	3%	203	3%	1,232	3%	1,296	3%	1,296	3%	-5%
Adult (18+)	5,849	82%	6,706	84%	34,226	83%	36,994	84%	36,994	84%	-7%
Outreach	80	1%	133	2%	312	1%	1,324	3%	1,324	3%	-76%
Teacher Cards	59	1%	61	1%	405	1%	606	1%	606	1%	-33%
ALL OTHERS	278	4%	350	4%	1,626	4%	1,679	4%	1,679	4%	-3%
Item Type	Total	%Circ	Total	%Circ	Total	%Circ	Total	%Circ	Total	%Circ	
Adult	4,457	62%	5,022	63%	25,150	61%	27,264	62%	27,264	62%	-8%
Youth	2,718	38%	2,923	37%	16,272	39%	16,897	38%	16,897	38%	-4%
Self-check use	2,261	32%	2,406	30%	12,421	30%	13,169	30%	13,169	30%	-6%
Drive Through Use	292	4%	435	5%	1,789	4%	2,740	6%	2,740	6%	-35%
LARS ACTIVITY											
Sent to LARS	2,296		2,611	-12%	13,080		13,349		13,349		-2%
Rec from LARS	1,191		1,243	-4%	6,802		6,567		6,567		4%
NEW REGISTRATIONS											
Total	22		31	-29%	155		153		153		1%
OVERDRIVE EBooks & EAudiobooks											
Total	1904		1955	-3%	9,896		9,472		9,472		4%

Information Services

	May 2026	May 2025	%Chng	2026 YTD	2025 YTD	%Chng
Walk-in	1,337	788	70%	6,292	3,740	68%
Phone	155	192	-19%	1,224	1,050	17%
Electronic	235	86	173%	1,263	802	57%
Reference Total	1,727	1,066	62%	8,779	5,592	57%
PC Internet Use # of Users	526	461	14%	2,491	2,686	-7%
PC Internet Use (Hours)	373	313	19%	1,779	1,691	5%
Computer Use Total	899	774	16%	4,270	4,377	-2%

Children's Programming

In-house Programs	15	16	-6%	101	91	11%
In-house Attendance	1,336	1,019	31%	7,278	6,507	12%
Outreach Programs	12	11	9%	50	45	11%
Outreach Attendance	1,082	1,175	-8%	3,994	3,815	5%

Young Adult Programs

In-house Programs	2	0	#DIV/0!	11	3	267%
In-house Attendance	24	0	#DIV/0!	143	43	233%

Adult Programs

In-house Programs	14	12	17%	77	63	22%
In-house Attendance	262	208	26%	1,492	1,122	33%

Reference Monthly Statistical Summary

May 2026

Reference Questions		Youth Programs			
				Family Activity Pack	145
Adult Walk In	1337	In House	15	Art to Go / 2	141
Adult Phone	155	Attendance	1336	Story Time To Go / 2	97
Adult Email	235			Scavenger Hunt	
Adult Mail	0	Outreach	12	Dramatic Play	367
Reference Total	1727	Attendance	1082	Reedsville K	53
				TR 4K Family Night	57
Computer Usage		Young Adult Programs		Birth to 3	9
				Family Game Night	11
# of Users	526	In House	2	Babaygarten AM	
Internet Hours	373	Attendance	24	Babaygarten PM	
				Story Time AM / 2	80
Email Requests		Adult Programs		Story Time PM /	
				Movers & Shakers AM	158
*Adult Requests	199	Attendance		Movers & Shakers PM	190
*Youth Requests	36	Strictly Fiction	6	Serial Cereal Club	8
	235	Book Discussion	10	Pokemon Club	20
		Bilingual Class	82		1336
Website*		Genealogy	6		
Unique Visits	2,209	LPL Flix	28	3rd Magee	43
Visits	2,637	Sit'n'Stitch	4	3rd Koenig	43
Pageviews	4,189	International Film	18	4th Magee	74
Unique Pageviews	3,386	Adult Craft	19	4th Koemig	30
		Book It	4	5th Clarke SRP	99
# Books Checked Out	214	Book to Art		6th Clarke SRP	93
New Library Cards		Yarned & Dangerous	12	7th Clarke SRP	83
		Meditation Monday	16	8th Clarke	76
Dramatic Play		Crafting Calm	13	Mishicot SRP	178
# times counted	45	Plant Swap	28	Mishico 4K & K	47
# of patrons	367	Branding Wkshp	16	Koenig SRP	210
				5th Grafde Clarke	106
					1082
		Total # Programs			
			14	Anime Club	19
		Total Attendance			
			262	Battle of the Books	5
				LPL Pages	
					24

JUNE 2026 @ THE LESTER PUBLIC LIBRARY

LIBRARY LINKS

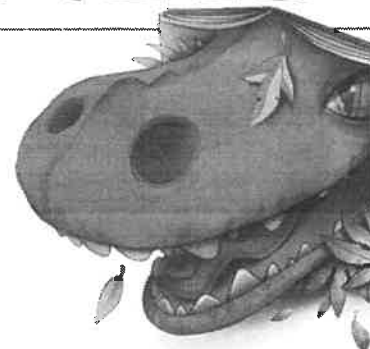


FAREWELL RECEPTION

Thursday, June 25 • 4:00-6:00 PM

After 19 years, Library Director Jeff Dawson is officially checking out! You're invited to a reception by the fireplace to stop in, say goodbye, and wish Jeff well.

In the meantime, help us celebrate Jeff's next chapter by sharing a favorite memory, story, or well wishes. Postcards are available at the library front desk—just fill one out and return it to the library.



Library Director Jeff Dawson

DUGOUT STORIES

Shoreland Baseball League & the Polar Bears

Thursday, June 11 • 6:00 PM

Step up to the plate for a lively look at the northeastern Wisconsin amateur baseball league that includes Two Rivers' hometown team. League Co-president Kevin Konkol and Polar Bears General Manager AJ Lorrigan talk great players, big moments, and stories from seasons past to today.



Memorabilia on Display

Stop in to see SBL Hall of Fame plaques, on loan and on display, honoring recipients including 2017 inaugural inductee Lee Nebel. A longtime coach of TRHS softball and baseball, Nebel played for the Two Rivers Polar Bears from 1958 to 1964, and served as league president from 1966-2020.

Find the HOF display near the library's front desk, alongside a strong lineup of baseball reads ready for checkout.

HOURS

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

BILINGUAL CLASSES

Wednesdays through July 29 • 6:00-7:30 PM

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

No registration required. Presented by Woods Outreach.





SPECIAL SUMMER EVENTS IN JUNE

TREASURE QUEST

Monday, June 15-Saturday, Aug. 29

A brand-new summer conundrum is stirring beneath your feet. Clues lie scattered. Puzzles wait to be cracked. If you and your crew have what it takes, secrets won't stay buried for long.

Receive a series of six puzzle packets sending you out to hidden corners and familiar haunts across Our Fair City. Start your dig at the library's front desk. *The citizens are counting on you.* For all ages!

DIGGIN' IN

Wednesday, June 17 • 2:00 PM

Be prepared to get dirty with hands-on explorations, art and more! Open to school-aged children (younger kids welcome but need a grownup sidekick).

Sponsored by the Wisconsin 4-H AmeriCorps.

19TH CENTURY GAMES

Monday, June 22 • 6:00 PM

The Manitowoc County Historical Society brings the museum to the library! Hands-on play with rolling hoops, cup-and-ball, whimmy-diddles, graces, and more. Dig into the strategies behind each game and the physics hiding in the toys.

Learn how people used resources, why we play, and how life today compares to the past. We'll have free popcorn; you bring a beverage!

TOM PEASE

Wednesday, June 24
2:00 PM



Gather on the library lawn for a rip-roarin' good time with Tom Pease. His high-energy show gets the whole crowd moving—singing, dancing, clapping, and LAUGHING.

You can bring chairs and blankets—but you probably won't be sitting still for long. Do NOT forget to bring your belly button.

MARK YOUR CALENDARS

- STEAM on the Lakeshore
Wednesday, July 8 • 5:30-8:00 PM
- Let's Dig @ Zander Park
Wednesday, July 15 • 2:00 PM
- Cabinet of Curiosities
Wednesday, July 29 • 2:30 PM
- STEAM in Action
Saturday, Aug 8 • 10:30 AM
- Art Splash
Wednesday, Aug 12 • 1:00-3:00 PM
- Brat Fry starts at noon Aug 12!

Find all the details @ lesterlibrary.org!

MOVIES

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

LPL FLIX

SEND HELP

Friday, June 5 • 1:00 PM

A woman and her overbearing boss become stranded on a deserted island after a plane crash. They must overcome past grievances and work together to survive, but ultimately, it's a battle of wits and wits to make it out alive. As tensions rise and resources dwindle, the island quickly becomes just as dangerous as the secrets they bring with them.

Rated R. Runtime 1:54.



INTERNATIONAL FILM

CLOUD

Tuesday, June 23 • 6:00 PM

Yoshii, an ambitious, yet directionless, young factory worker from Tokyo, side hustles in the murky realm of black market reselling, cheating buyers and sellers alike. After a series of mysterious, sinister incidents occur, he begins to suspect his former victims could be plotting the ultimate revenge. Runtime 2:04.



Sign up for updates on all things crafty at the library! Send name & email to lesref@lesterlibrary.org.

NEEDLE-FELTED STAWBERRIES

Saturday, June 20 • 10:30 AM or 12:00 PM

Use roving wool and a barbed needle to felt fibers into a strawberry you can sweetly display all year long.

Register at the Help Desk or call 920.793.8888. Ages 18+

SIT'N'STITCH

Saturday, June 13 • 10:00 AM-2:00 PM

A companionable meetup for cross stitch enthusiasts. Bring a current project and enjoy your craft the second Saturday of each month near the library's fireplace. Folks are welcome to bring beverages and snacks.



CRAFTING CALM

Monday, June 29 • 6:00-7:30 PM • 16+

Pamper yourself with a little peace. Gather to enjoy music while indulging in a simple, calming activity like coloring, painting, dot-to-dot drawing, sticker mosaics or diamond painting. All supplies are furnished; just bring yourself and a beverage.

MEDITATION MONDAYS

Mondays • 5:15-5:30 PM

You made it through another Monday! Take a beat after a busy day or before tackling dinner and gather by the fireplace for a 15 to 20-minute guided meditation. If the weather's nice we'll head outside!

Children under 12 need an accompanying grownup.

ONE-ON-ONE TECH HELP BY APPOINTMENT

Maribeth Wester, a retired technology professional with more than 40 years of experience, can fluently address issues from simple to complex on whatever device you use—phone, tablet, or computer.

Email mbwester@watchingandlistening.org to make an appointment at the library that works with your schedule.

READING CHALLENGES

Use *Beanstack*, a web and mobile app, to participate in reading challenges. *Beanstack* makes it easy to register, track reading, and earn incentives.

Our reading challenges are in full swing, with newer additions like **Myth & Magic** alongside old favorites. Whether you're chasing **Above Average Reader** glory by topping the national average, sleuthing through subgenres as a **Mystery Maven**, or swooning your way through **In It 4 Love**, there's a patch waiting to celebrate your success.

Check out challenges for young readers: **Babies Bloom** encourages families to share 100 books by age one, **1,000 Books Before K** offers free books at every milestone, and **500 Books Before Middle School** rewards independent readers with badges and charms. Newer challenges:

Myth & Magic Genre Challenge • Ages 18+

Follow the call of magic into stories filled with brave heroes, curious creatures, eerie enchantments, and fairy-tale twists. Wander through beloved subgenres and award-winning epics as you shape your own reading adventure. Complete the challenge to earn a heroic patch worthy of any adventurer.

200 Books Before High School • Ages 11-14

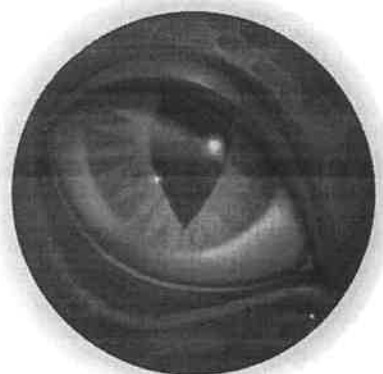
Keep your reading momentum going with the **200 Books Before High School** challenge! Celebrate your inner book nerd as you dive into the books you love—ebooks, audiobooks, graphic novels, and even titles you're reading for school can all count toward your goal. Along the way, earn reading-themed prizes, stickers, and of course, **FREE** books for your own library.

And the new **SUMMER 2026 CHALLENGE**:

Unearth a Story • All Ages!

Summer reading challenges for all ages begin Monday, June 8 on *Beanstack*. Don't want to go digital? Stop at the Help Desk for a paper copy.

- **Read to Me (Ages 0-5):** Earn a reading badge and PRIZE for every five books. Read 50 to complete the challenge.
- **Read on My Own (Ages 6-11):** Earn a reading badge and PRIZE for every two books. Read 20 to complete the challenge.
- **Teens (Ages 12-17):** Earn reading badges and PRIZES like books, stickers and free mini-golf @ Village Inn on the Lake & RV Park! Read six books to complete the challenge.
- **Adults (Ages 18+):** Track days you read and log books you finish to earn earthy rewards and up to seven entries into the drawing for \$100 in Chamber Bucks—the more you read, the more chances you have to strike it rich!



STRICTLY FICTION

Monday, June 1 • 6:30 PM

***A Talent for Murder* by Peter Swanson (mystery)**

Peter Swanson. Martha Ratliff, a content librarian in Maine, never expected to marry—until she met Alan, a charming traveling salesman who brightened her quiet life. A year in, everything seems perfect—until she finds blood on one of his shirts. As doubts surface, Martha faces the terrifying possibility that the man she loves isn't who he seems.

BOOK DISCUSSION GROUP

Wednesday, June 3 • 4:00 PM

***The Wedding People* by Alison Espach**

Phoebe Stone arrives at the Cornwall Inn in Newport expecting a romantic getaway, only to find herself alone and mistaken for part of a wedding party. Determined to make the most of it, she navigates the weekend on her own terms. Meanwhile, the bride has planned every detail—until Phoebe's presence sparks an unexpected connection, and the two begin confiding in each other amid the chaos.



BOOK CLUBS

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

Find a full list of this year's selections on our readers' page online.

BOOK TO ART CLUB

Saturday, June 27 • 11:00 AM

***Mimi Lee Gets a Clue* by Jennifer J. Chow**

Mimi Lee has just launched her L.A. pet grooming business, Hollywoof, while juggling a meddling mom, demanding clients, and a talking cat named Marshmallow. When Marshmallow tips her off to a shady breeder, Mimi confronts him—only for him to turn up dead, with Mimi as the prime suspect. To clear her name, she teams up with her lawyer neighbor and her sharp-tongued feline to uncover the truth before her new venture—and her freedom—go up in smoke.

SERIAL CEREAL CLUB (GRADES 4-6)

Saturday, July 11 • 10:30 AM

Pour yourself a bowl and crunch into action-packed adventure series filled with daring quests, brave heroes, and page-turning excitement. Share your favorites and discover new ones to keep you hooked all summer long. Then, make a splash by designing your own custom water bottle—perfect for staying refreshed on all your real-life (and reading) adventures.

No registration required. Parents are welcome to join the fun or explore the library during the meeting.

Try a book subscription service and let us prepare a custom bundle just for you! *Library card required.*

BOOK IT! (18+)

Looking for your next great read? Our expert staff will handpick 2–3 books each month based on your favorite genres, authors, or whatever vibe you're feeling. Fill out a request form at the front desk by the 15th to receive your customized bundle the following month. No commitment—sign up monthly or whenever you like.

LPL PAGES (GRADES 8-12)

Scan the QR code to answer a few questions, then pick up your box at the front desk and start reading. Each box includes two great books and some fun surprises. Issued every other month. If not already subscribed, sign up by June 15 to receive the June edition.



EARLY LITERACY

BABYGARTEN (BIRTH TO 18 MONTHS)

Wednesdays, June 10-July 15* • 6:15-7:15 PM

Thursdays, June 11-July 16* • 10:15-11:15 AM

For babies 0-18 months and their caregivers. Share nursery rhymes, songs and books. Discover loving, joyful ways to support growing brains! Each class concludes with free time for play.

Registration required; call 920.793.8888. *No classes July 1 or July 2.

MOVERS & SHAKERS (18 MONTHS TO AGE 3)

Wednesdays, July 22-Sept 2* • 10:15-11:15 AM & 6:15-7:15 PM

Movin', groovin' and learnin' for children 18 months-3 years along with their caregivers. Toddlers need to MOVE to learn! Active storytelling, engaging play, music and more. Registration required; call 920.793.8888.

*No evening class July 29 and no classes August 12.

STORY TIME TO GO (GEARED FOR AGES 0-6)

New packs monthly! *Dino-mite Dig* available June 1.

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

STORY TIME (ALL AGES)

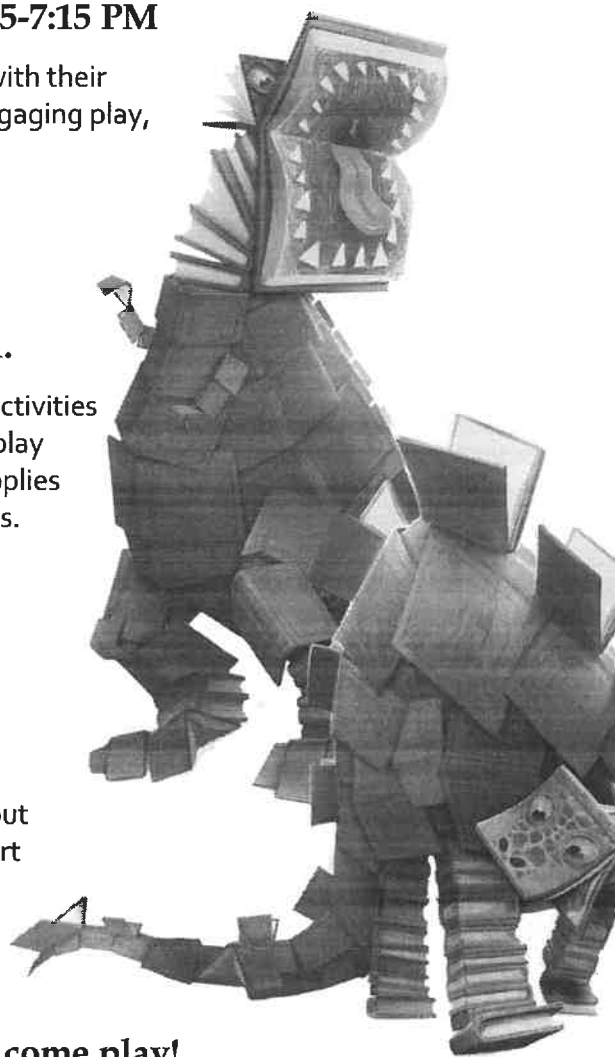
Tuesdays, June 16 & 23* • 10:15 AM

Stories, movement, music and FUN! Play-based learning leads to success in school and life. Activities embrace the five early literacy practices: read, sing, play, talk and write. Geared for preschoolers but children of all ages welcome. After Story Time, engage in process art and other hands-on activities. *No Story Time June 30.

JURASSIC JUNCTION

New Dramatic Play Center opens Monday, June 8—come play!

The ground hides secrets—DIG 'EM UP! Become a paleontologist at a busy archaeological site, uncovering bones buried deep in rocky layers. Use tools to excavate, then head to the mobile lab to examine your finds. Share discovery tales around the campfire. Piece together skeletons of mighty dinosaurs, match fossils to their dino counterparts, and study mysterious x-rays. Follow clues on a scavenger hunt to solve a new dino-sized mystery every week. Stomp, roar, and *become* a dinosaur—let your imagination run wild as you UNEARTH A STORY!



KIDS & FAMILIES

POKEMON CLUB (AGES 8-12)

Friday, June 26 • 2:00-4:00 PM

Get ready to level up your skills! Trainers—whether seasoned battlers or just getting started—are invited to join our monthly Pokémon Club. Play the card game, enjoy snacks, meet fellow fans, and dive into fun themed activities. Come catch the excitement! No registration required. For ages 8-12.

ART TO GO

New packs weekly beginning June 15!

Packs contain all the supplies needed for fun art projects geared for school-age children. Pick up while supplies last. No library card required.

- June 15: Soil Painting
- June 22: Garden Suncatchers
- June 29: Dinosaur Sunsets

FAMILIES WITH STEAM

Wiggle-Bots available June 1

Work together to build a wiggly mini-bot using a battery and tiny motor—part design, part science, all fun. You can even turn it into a spinning artist: add a marker and watch it dance across the page. Geared for families with school-age kids. No library card required.

Families with STEAM packs sponsored by NextEra Energy.

FAMILY GAME NIGHTS

Mondays • 6:00-7:30 PM

We have all your favorite board and card games. FREE popcorn! Bring drinks, select your games, and find a spot anywhere in the library to play.

STORYWALKS®

Outdoor storybooks! Read *Have You Seen My Invisible Dinosaur* by Helen Yoon along the lovely library path (and hunt for invisible Digby the Dino!) then revel in *The Collectors* by Alice Feagan at Zander Park.



TEEN ANIME CLUB

Tuesdays, June 2 & 16 • 5:30-7:30 PM

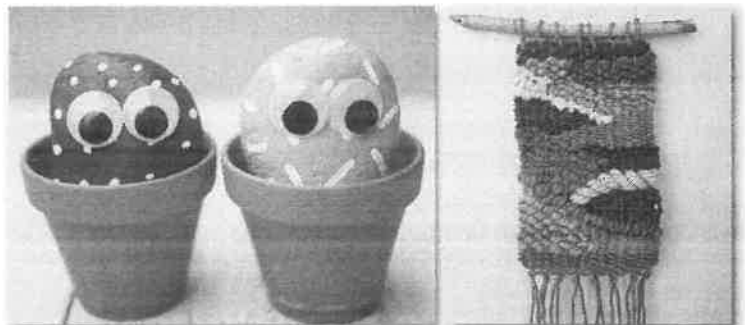
Anime and manga fans: Watch anime, talk about favorite series, do creative projects—and SNACK of course! Action, romance, slice-of-life...there's something for everyone. For teens in grades 6-12.

TEEN ART TO GO

New packs weekly beginning June 15!

Packs contain supplies for fun projects geared for ages 12-18. Pick up while supplies last. No library card required.

- June 15: Pet Rock Cacti
- June 22: Doodle Weaving
- June 29: Watercolor Pinwheels



WIRE ROCK JEWELRY

Thursday, June 18 • 7:00-9:00 PM @ LPL

Choose a beautiful rock from our collection or bring your own and turn it into a unique piece of jewelry. All supplies provided. Snacks and a rousing game of *Capture the Flag* after the library closes.

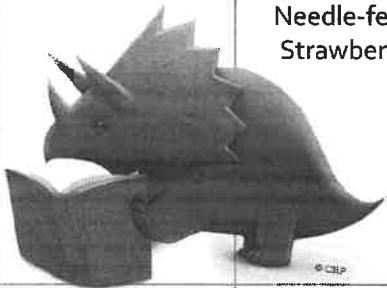
Call 920.793.8888 to register. Grades 6-12

YARNED & DANGEROUS! THURSDAYS • 5:00-7:00 PM

Knitters and crocheters: Convene weekly for convivial crafting! Bring your own projects, supplies and beverages and spend an evening together at the fireplace.

JUNE

MON	TUE	WED	THU	FRI	SAT
<p>1 New Families w/ STEAM & Story Time To Go packs 5:15-5:30 Meditation Mondays 6-7:30 Family Game Night 6:30 Strictly Fiction</p>	<p>2 5:30-7:30 Anime Club</p>	<p>3 10:15 & 6:15 Movers & Shakers 4:00 Book Discussion Group 6-7:30 Bilingual Class</p>	<p>4 5-7:00 Yarned & Dangerous</p>	<p>5 1:00 LPL Flix</p>	<p>6</p>
<p>8 Unearth a Story begins! Jurassic Junction open for PLAY! 5:15-5:30 Meditation Mondays 6-7:30 Family Game Night</p>	<p>9 6:00 Library Board Meeting</p>	<p>10 6-7:30 Bilingual Class 6:15 Babygarten</p>	<p>11 10:15 Babygarten 5-7:00 Yarned & Dangerous 6:00 Dugout Stories</p>	<p>12</p>	<p>13 10-2:00 Sit'n'Stitch</p>
<p>15 Art packs begin! 5:15-5:30 Meditation Mondays 6-7:30 Family Game Night 6:00 Jeff honored at City Council Meeting</p>	<p>16 10:15 Story Time 5:30-7:30 Anime Club</p>	<p>17 2:00 Diggin' In with WI 4-H AmeriCorps 6-7:30 Bilingual Class 6:15 Babygarten</p>	<p>18 10:15 Babygarten 5-7:00 Yarned & Dangerous 7-9:00 Teen Late Night: Wire Rock Jewelry</p>	<p>19</p>	<p>20 10:30 or noon Needle-felted Strawberries</p>
<p>22 5:15-5:30 Meditation Mondays 6-7:30 Family Game Night 6:00 19th Century Games</p>	<p>23 10:15 Story Time 6:00 International Film</p>	<p>24 2:00 Tom Pease 6-7:30 Bilingual Class 6:15 Babygarten</p>	<p>25 10:15 Babygarten 4-6:00 Jeff's Reception 5-7:00 Yarned & Dangerous</p>	<p>26 2-4:00 Pokémon Club</p>	<p>27 11:00 Book to Art</p>
<p>29 5:15-5:30 Meditation Mondays 6-7:30 Family Game Night 6-7:30 Crafting Calm</p>	<p>30</p>	<p>1 New Families w/ STEAM & Story Time To Go packs 4:00 Book Discussion Group 6-7:30 Bilingual Class</p>	<p>2 5-7:00 Yarned & Dangerous</p>	<p>3</p>	<p>4</p>



**Title 5:
Chapter 4:**

**Health and Safety CURRENT
First Aid**

05-04-01 Introduction

- a) The Library provides first aid supplies for the temporary treatment of minor injuries such as cuts, scratches, etc. All employees should know the location and use of the supplies. All injuries, however minor, shall be treated to prevent infection.

05-04-02 First Aid

- a) Employees should report all injuries to their supervisor no matter how insignificant it may seem at the time. As first aid supplies are used replacements should be requested. The Library Director or his/her designee shall ensure that all first aid kits are inspected and restocked on quarterly basis, after supplies are removed, or suitable method to ensure kits have been stocked and unaltered since last use. First aid kits shall be stocked with items designed to deal with the specific injuries expected to be encountered at the Library.

P-05-03-03 Procedures

a) **Medical Assistance In Case of Serious Injury**

1. Dial 911 immediately.
2. Notify supervisor as soon as reasonably possible. Supervisor will fill out an incident report.
3. Never move an injured person unless it is absolutely necessary. Moving an injured person could result in further injury. Transport of the victim should be done by emergency personnel.
4. Keep the injured party as comfortable as possible.
5. If needed, staff that are trained and comfortable doing so, should perform CPR or use the AED as appropriate.
6. Keep onlookers away from the injured, and ensure the scene is safe and secure to prevent further injuries.
7. If the injury involves blood, apply Blood Borne Pathogen plan procedures.

**Title 5:
Chapter 4:**

**Health and Safety AMENDED
First Aid**

05-04-01 Introduction

- a) The Library provides first aid supplies for the temporary treatment of minor injuries such as cuts, scratches, etc. All employees should know the location and use of the supplies. All injuries, however minor, shall be treated to prevent infection.

05-04-02 First Aid

- a) Employees should report all injuries to their supervisor no matter how insignificant it may seem at the time. -As first aid supplies are used replacements should be requested. The Library Director or his/her designee shall ensure that all first aid kits are inspected and restocked on quarterly basis, or after supplies are removed, ~~or suitable method~~ to ensure kits have been stocked and unaltered since last use. -First aid kits shall be stocked with items designed to deal with the specific injuries expected to be encountered at the Library.

P-05-03-03 Procedures

a) **Medical Assistance In Case of Serious Injury**

1. Dial 911 immediately.
2. Notify supervisor as soon as reasonably possible. Supervisor will fill out an incident report.
3. Never move an injured person unless it is absolutely necessary. -Moving an injured person could result in further injury. -Transport of the victim should be done by emergency personnel.
4. Keep the injured party as comfortable as possible.
5. If needed, staff that are trained and comfortable doing so, should perform CPR or use the AED as appropriate.
6. Keep onlookers away from the injured, and ensure the scene is safe and secure to prevent further injuries.
7. If the injury involves blood, apply Blood Borne Pathogen plan procedures.

**Title 5:
Chapter 4:**

**Health and Safety FINAL
First Aid**

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