



## Library Board of Trustees

Whitewater Public Library, Meeting Room 2  
431 West Center St., Whitewater, WI, 53190  
\*In Person and Virtual

**Monday, June 15, 2026- 6:30 PM**

**Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.  
Citizen participation is welcome during topic discussion periods.**

Please click the link below to join the webinar:

<https://teams.microsoft.com/meet/290335185127831?p=j5mSsFbXPC6FnwOTUk>

**Meeting ID:** 290 335 185 127 831

**Passcode:** gY6kH9VR

**Telephone:** +1 (929) 229-5663

Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum.

## AGENDA

### CALL TO ORDER

### ROLL CALL

### APPROVAL OF AGENDA

*A Board member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the Board to be implemented. The agenda shall be approved at each meeting even if no changes are being made at that meeting.*

### CONSENT AGENDA

*Items on the Consent Agenda will be approved together unless any Board member requests that an item be removed for individual consideration.*

1. Approval of the minutes of the May 18, 2026 meeting
- [2.](#) Approval of Payment of Invoices for May 2026
- [3.](#) Acknowledgement of Receipt of May 2026 Statistical report
4. Acknowledgement of Receipt of Financial reports
5. Acknowledgement of Receipt of May 2026 Treasurer's reports

### HEARING OF CITIZEN COMMENTS

*No formal Board action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not*

*be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Board discusses that particular item.*

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#### **OLD BUSINESS**

6. Library Building general update
7. Matter of report concerning the kiln dried wooden planks

#### **NEW BUSINESS**

8. Budget Presentation by Rachelle Blich, Head of Finance
9. Approval of closing the library from 11 a.m. until 1:00 p.m. on Wednesday, June 24 for the city staff picnic
10. Matter of report concerning the renaming of the First Citizens bank account
11. Matter of report concerning assignment of board members to committees
12. Matter of report concerning amended Treasurer's Report for December 2025
13. Matter of report concerning the Summer Reading Program
14. Board education trustee training video: The Trustee Job Description

#### **CONSIDERATIONS / DISCUSSIONS / REPORTS**

15. Staff reports
16. Board reports

#### **CONFIRMATION OF NEXT MEETING**

#### **ADJOURNMENT**

Anyone requiring special arrangements is asked to call the Library (262-473-0530) at least 72 hours prior.



## Library Board of Trustees

Item 1.

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<https://us02web.zoom.us/j/81027814762?pwd=ynpXw0yVVG5Yw5RQoLaxXPq06xNe5M.1>

**Meeting ID:** 810 2781 4762

**Passcode:** tiVFuq8Z

**Telephone:** +1 (312) 626-6799 US (Chicago)

Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum.

## MINUTES

### CALL TO ORDER 6:30

**Present:** Kelly Davis, Elizabeth Miller, Steven Sahyun, Kathy Retzke, Camden Harlan, Tara McKenzie-Peotter

**Not Present:** Doug Anderson

**Library Staff Present:** Diane Jaroch (Director)

### ROLL CALL

### APPROVAL OF AGENDA

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**Steven Sahyun motioned to approve, Camden Harlan seconded the motion, the motion passed unanimously.**

### CONSENT AGENDA

*Items on the Consent Agenda will be approved together unless any Board member requests that an item be removed for individual consideration.*

1. Approval of the minutes of the April 20, 2026 meeting

2. Approval of Payment of Invoices for April 2026
3. Acknowledgement of Receipt of April 2026 Statistical report
4. Acknowledgement of Receipt of Financial reports
5. Acknowledgement of Receipt of April 2026 Treasurer's reports

**Camden Harlan motioned to approve, Steven Sahyun seconded the motion, the motion passed unanimously.**

### HEARING OF CITIZEN COMMENTS

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### OLD BUSINESS

6. Library Building general update
7. Matter of report concerning the transfer of funds from American Deposit Management to the City of Whitewater
8. Matter of report concerning the kiln dried wooden planks

Diane reported information from Kathy. The high school can't store the wood because of the construction, so the library will store. Woods teacher would like to see the wood before the end of the school year so they can plan to start working on the project right away at the start of next school year.

### NEW BUSINESS

9. Presentation by McMahon Associates, Inc.

Ray Maurer, public management division of McMahon Associates. Organizational studies, executive recruitments for city manager roles. Public Safety division. Four members of the board were able to meet with Ray for a verbal survey. Four of seven Library Board Members responded to the survey.

The City of Whitewater brought McMahon in because last year they did a similar study with the Parks Department.

Data collection was completed by March 1, 2026. Four board members selected Staffing as an area of concern. The board wants the library to prioritize expanding relationships with WUSD and the UW-W library, and enhanced programming for community members for whom English is not their primary language. Operational strengths are the staff, programming and events, especially the Makerspace. Need to get more kids into the library throughout the day. Need a more diverse board, less educators.

Recommendations from McMahon.

Improve Security at Front Entry: Diane said the City promises that later this year, all library cameras will be operational, including the one for the front entrance.

Door counter data helps inform decisions about when to open and close. Schedule programming staff to provide supervision outside the typically 8am-5pm workday times.

Consider installation of a self-checkout station. Diane said the machine is ordered (grant funded and rest made up by the City)!

Consider developing a full-time marketing/graphics position in collaboration with other departments.

Consider developing a part-time Building Supervisor position to be on-site for community room rentals outside of regular library hours. Cost to be offset by additional room rental revenue.

Explore additional partnerships with other community entities.

CVMIC will come to the library and do intergenerational training, customer service training, performance evaluation and goal-setting training for free.

Expand collaborations with the Parks and Recreation Department for programming.

**Kathy Retzke motioned to accept the report as presented, Elizabeth Miller seconded the motion.**

10. Approval of closing the library from 9 a.m. until 1:00 p.m. on Thursday, August 27 for Active Threat Training for all city staff by the Whitewater Police Department.

Steven Sahyun motioned to approve, and Camden Harlan seconded. Passed unanimously.

### **CONSIDERATIONS / DISCUSSIONS / REPORTS**

11. Staff reports

Still no financials from the City, the contact at the City promised them in June.

Up 617 visitors, 374 more checkouts from last month.

National Library Week in April, Board needs to be more involved in April 2027 (April 11 – 17).

Proclamation for NLW should be submitted to City Manager in February for April.

Starting in June, at each board meeting, we will watch DPI's series of short Board Member Education videos.

Steven asked what season is busiest for the library. Diane said usually June and July are because of the Summer Reading program, especially the Children's Summer Reading Program.

12. Board reports: Friends of the Library

Doug's report on April 17 Friends of the Library Meeting. Friends donated \$2,400 to the library to establish the Explore Passes program.

Summer Reading Program will run June 8 – July 31<sup>st</sup>.

**CONFIRMATION OF NEXT MEETING**

**Monday, June 15, 2026 at 6:30pm**

**ADJOURNMENT**

**Camden Harlan motioned to adjourn the meeting at 7:29 pm, and Elizabeth Miller seconded the motion. The motion passed unanimously.**

Anyone requiring special arrangements is asked to call the Library (262-473-0530) at least 72 hours prior.

May 2026

Category	Claimant	Invoice #	Amount
Audiovisual-adult	Amazon	n/a	\$ 113.35
Audiovisual-adult	Midwest Tape	508785345	\$ 301.77
			<b>\$ 415.12</b>
Audiovisual-juvenile	Midwest Tape	508785348	\$ 209.87
Audiovisual-juvenile	Amazon	n/a	\$ 8.95
			<b>\$ 218.82</b>
Books-adult	Maris Associates	263	\$ 187.02
Books-adult	Amazon	n/a	\$ 82.90
Books-adult	Follett	755160F	\$ 233.54
Books-adult	Ungram	96310130	\$ 224.41
			<b>\$ 727.87</b>
Books-juvenile	Maris Associates	263	\$ 47.90
Books-juvenile	Ingram	96286665	\$ 944.54
			<b>\$ 992.44</b>
Contingency	Watertown Public Library	20220602	\$ 41.00
Grounds maintenance	Alsco	IMIL2215894	\$ 70.70
Library Use of Grants/Donations	Amazon	n/a	\$ 143.52
Library Use of Grants/Donations	Walmart	n/a	\$ 170.85
Library Use of Grants/Donations	Piggly Wiggly	n/a	\$ 37.54
Library Use of Grants/Donations	Metro Market	n/a	\$ 137.83
Library Use of Grants/Donations	Ingram	96561886	\$ 208.16
			<b>\$ 697.90</b>
Material recovery	Unique	6158988	\$ 69.90
Membership/dues	WLA	25577	\$ 136.14
Office supplies	Amazon	n/a	\$ 328.44
Office supplies	Walmart	n/a	\$ 47.28
Office supplies	Demco	7807951	\$177.77
Office supplies	CGI Solutions	30473580	\$ 3.38
Office supplies	When I Work	n/a	\$ 37.50
			<b>\$ 594.37</b>

May 2026

Periodicals-adult	APG Southern Wisconsin	n/a	\$	39.33
Periodicals-adult	USA Today	n/a	\$	132.79
Periodicals-adult	Journal Sentinel	n/a	\$	40.00
			\$	<b>212.12</b>
Program supplies-adult	Whitewater Arts Alliance	2026-0036	\$	150.00
Program supplies-adult	Amazon	n/a	\$	908.42
			\$	<b>1,058.42</b>
Program supplies-juvenile	Amazon	n/a	\$	292.22
Program supplies-juvenile	Playscapes	109576	\$	203.49
Program supplies-juvenile	School Life	200113239	\$	327.36
			\$	<b>823.07</b>
Travel	Jess Schmid	n/a		9.06
Travel	Sarah French	n/a	\$	190.53
			\$	<b>199.59</b>

		<b>City of Whitewater</b>	<b>4,534</b>		
<b>Jefferson County</b>				<b>Dodge County</b>	
City	126			City	0
Rural	380			Rural	0
TOTAL	<b>506</b>			TOTAL	<b>0</b>
<b>Rock County</b>				<b>Waukesha County</b>	
City	108			City	26
Rural	232			Rural	3
TOTAL	<b>340</b>			TOTAL	<b>29</b>
<b>Walworth County</b>					
City	190			Other Counties	<b>22</b>
Rural	788				
TOTAL	<b>978</b>			Out of State	<b>0</b>
<b>Dane County</b>					
City	0			Total Nonresident	<b>1,912</b>
Rural	37				
TOTAL	<b>37</b>				
				<b>TOTAL</b>	
	<b>ADULT</b>	<b>3,697</b>	<b>CHILDREN</b>	<b>1,884</b>	
<b>ACCESS &amp; USAGE</b>		<b>INFORMATION SERVICE</b>		All Ages	11
Days Open	24	Reference	209	Attendance	132
Hours Open	239				
Library Visits	4,016	<b>REGISTRATION</b>			
		Resident	4,534		
		Non-Resident	2,296		
		Total Registered Borrowers	<b>6,830</b>		
<b>OVERDRIVE</b>	1,745	New Users	34	<b>PRE-RECORDED PROGRAMS</b>	
				Children 0-5 Programs	0
		<b>INTERLIBRARY LOAN</b>		Attendance	0
		Lending	1,158	Children 6-11 Programs	0
		Borrowing	10	Attendance	0
				Children 12-18 Programs	0
<b>MEETING ROOMS</b>	106	<b>VOLUNTEERS</b>		Attendance	0
		Participants	1	Adult Programs	0
		Hours worked	4	Attendance	0
		<b>HOME DELIVERY</b>		All Ages	0
<b>COLLECTION MAINTENANCE</b>		Participants	0	Attendance	0
Books added	166	Items Delivered	0	<b>SELF-DIRECTED PROGRAMS</b>	
Audio materials added	1			Children 0-5 Programs	0
Video materials added	27	<b>IN-PERSON PROGRAMS</b>		Attendance	0
Other materials added	20	Children 0-5 Programs	3	Children 6-11 Programs	2
Materials withdrawn	291	Attendance	45	Attendance	74
		Children 6-11 Programs	2	Children 12-18 Programs	0
		Attendance	17	Attendance	0
		Children 12-18 Programs	7	Adult Programs	0
		Attendance	8	Attendance	0
		Adult Programs	9	All Ages	
		Attendance	14	Attendance	

**CITY OF WHITEWATER  
BALANCE SHEET  
DECEMBER 31, 2025**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

		BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>					
220-11100	CASH	253,383.70	.00 (	49,571.32)	203,812.38
220-11300	INVESTMENTS	35,544.83	.00	1,471.07	37,015.90
220-11301	LIBRARY BRD MM-132 732	1,085.10	.00 (	4.74)	1,080.36
220-11500	LIBRARY BRD INVESTMENTS CDS	333,963.14	.00	13,821.61	347,784.75
220-12000	ACCOUNTS RECEIVABLE	2,500.00	.00 (	2,500.00)	.00
	<b>TOTAL ASSETS</b>	<b>626,476.77</b>	<b>.00 (</b>	<b>36,783.38)</b>	<b>589,693.39</b>
 <u>LIABILITIES AND EQUITY</u>					
<u>LIABILITIES</u>					
220-21100	ACCOUNTS PAYABLE	5,797.61	.00	9,363.67	15,161.28
220-21106	WAGES CLEARING	26,435.70	.00	835.79	27,271.49
	<b>TOTAL LIABILITIES</b>	<b>32,233.31</b>	<b>.00</b>	<b>10,199.46</b>	<b>42,432.77</b>
 <u>FUND EQUITY</u>					
220-34300	FUND BALANCE	574,789.66	.00	.00	574,789.66
220-34320	CAPITAL IMPROVEMENT RESERVE	19,453.80	.00	.00	19,453.80
	<b>UNAPPROPRIATED FUND BALANCE:</b>				
	REVENUE OVER EXPENDITURES - YTD	.00	.00 (	46,982.84)	( 46,982.84)
	<b>BALANCE - CURRENT DATE</b>	<b>.00</b>	<b>.00 (</b>	<b>46,982.84)</b>	<b>( 46,982.84)</b>
	<b>TOTAL FUND EQUITY</b>	<b>594,243.46</b>	<b>.00 (</b>	<b>46,982.84)</b>	<b>547,260.62</b>
	<b>TOTAL LIABILITIES AND EQUITY</b>	<b>626,476.77</b>	<b>.00 (</b>	<b>36,783.38)</b>	<b>589,693.39</b>

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2025**

Item 5.

**GENERAL FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET AMOUNT</u>	<u>VARIANCE</u>	<u>% OF BUDGET</u>
<u>YOUNG LIBRARY BUILDING</u>					
100-55111-111 SALARIES/PERMANENT	.00	9,563.58	11,131.25	1,567.67	85.9
100-55111-118 UNIFORM ALLOWANCES	.00	.00	27.00	27.00	.0
100-55111-150 MEDICARE TAX/CITY SHARE	.00	152.00	175.63	23.63	86.6
100-55111-151 SOCIAL SECURITY/CITY SHARE	.00	649.72	750.96	101.24	86.5
100-55111-152 RETIREMENT	.00	666.78	775.50	108.72	86.0
100-55111-153 HEALTH INSURANCE	.00	888.00	864.00	( 24.00)	102.8
100-55111-154 HRA-LIFE STYLE ACCT EXPENSE	.00	90.00	90.00	.00	100.0
100-55111-155 WORKERS COMPENSATION	.00	193.20	214.11	20.91	90.2
100-55111-156 LIFE INSURANCE	.00	1.63	3.79	2.16	43.0
100-55111-158 UNEMPLOYMENT COMPENSATION	.00	.00	204.00	204.00	.0
100-55111-221 WATER & SEWER	.00	5,758.92	2,856.00	( 2,902.92)	201.6
100-55111-222 ELECTRICITY	.00	16,072.30	13,600.00	( 2,472.30)	118.2
100-55111-223 NATURAL GAS	.00	6,585.29	4,545.00	( 2,040.29)	144.9
100-55111-244 HVAC	.00	4,321.84	1,262.50	( 3,059.34)	342.3
100-55111-245 FACILITY IMPROVEMENTS	.00	52.47	3,060.00	3,007.53	1.7
100-55111-246 JANITORIAL SERVICES	.00	7,554.00	16,380.00	8,826.00	46.1
100-55111-294 GROUNDS MAINTENANCE	.00	112.18	.00	( 112.18)	.0
100-55111-355 REPAIR & SUPPLIES	.00	5,711.28	2,040.00	( 3,671.28)	280.0
TOTAL YOUNG LIBRARY BUILDING	.00	58,373.19	57,979.74	( 393.45)	100.7
TOTAL FUND EXPENDITURES	.00	58,373.19	57,979.74	( 393.45)	100.7
NET REVENUE OVER EXPENDITURES	.00	( 58,373.19)	( 57,979.74)	393.45	( 100.7)

**CITY OF WHITEWATER**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2025**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INTERGOVERNMENTAL REVENUE</u>					
220-43720-55 CONTRACT REVENUE	.00	227,710.00	219,768.00	( 7,942.00)	103.6
TOTAL INTERGOVERNMENTAL REVENUE	.00	227,710.00	219,768.00	( 7,942.00)	103.6
<u>FINES &amp; FORFEITURES</u>					
220-45310-55 LOST MATERIAL FINE	.00	1,183.66	3,300.00	2,116.34	35.9
220-45330-55 COPY MACHINE REVENUE	.00	2,193.85	4,000.00	1,806.15	54.9
TOTAL FINES & FORFEITURES	.00	3,377.51	7,300.00	3,922.49	46.3
<u>MISCELLANEOUS REVENUE</u>					
220-48100-55 INTEREST INCOME	.00	1,471.07	706.66	( 764.41)	208.2
220-48105-55 LIBRARY BOARD INTEREST INCOME	.00	13,821.87	.00	( 13,821.87)	.0
220-48500-55 DONATIONS	.00	37,176.28	18,000.00	( 19,176.28)	206.5
220-48525-55 GRANT REVENUE	.00	2,000.00	.00	( 2,000.00)	.0
220-48600-55 MISC REVENUE	.00	384.28	400.00	15.72	96.1
TOTAL MISCELLANEOUS REVENUE	.00	54,853.50	19,106.66	( 35,746.84)	287.1
<u>OTHER FINANCING SOURCES</u>					
220-49290-55 TRANSFER IN-GENERAL FUND	.00	469,370.00	469,370.34	.34	100.0
220-49300-55 FUND BALANCE APPLIED	.00	.00	120,579.81	120,579.81	.0
TOTAL OTHER FINANCING SOURCES	.00	469,370.00	589,950.15	120,580.15	79.6
TOTAL FUND REVENUE	.00	755,311.01	836,124.81	80,813.80	90.3

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2025**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>LIBRARY</u>						
220-55110-111	WAGES/PERMANENT	.00	293,032.78	313,503.99	20,471.21	93.5
220-55110-114	WAGES/PART-TIME	.00	210,162.54	222,238.35	12,075.81	94.6
220-55110-117	LONGEVITY	.00	1,000.00	2,000.00	1,000.00	50.0
220-55110-120	EMPLOYEE BENEFITS	.00	165,448.87	179,591.19	14,142.32	92.1
220-55110-156	LIFE INSURANCE	.00	.55	.00	( .55)	.0
220-55110-211	PROFESSIONAL DEVELOPMENT	.00	508.79	2,000.00	1,491.21	25.4
220-55110-218	PROFESSIONAL SERV/CONSULTING	.00	.00	1,000.00	1,000.00	.0
220-55110-224	SOFTWARE/HARDWARE MAINTENANCE	.00	6,610.92	7,209.19	598.27	91.7
220-55110-225	TELECOM/INTERNET/COMMUNICATION	.00	6,426.08	7,007.46	581.38	91.7
220-55110-250	GROUNDNS MAINTENANCE	.00	331.81	.00	( 331.81)	.0
220-55110-310	OFFICE & TECHNICAL SUPPLIES	.00	16,716.41	15,000.00	( 1,716.41)	111.4
220-55110-313	POSTAGE	.00	455.93	336.63	( 119.30)	135.4
220-55110-319	MATERIAL RECOVERY	.00	687.35	725.00	37.65	94.8
220-55110-320	SUBSCRIPTIONS/DUES	.00	1,273.70	650.00	( 623.70)	196.0
220-55110-321	LIBRARY BOOKS-ADULT	.00	20,265.33	25,000.00	4,734.67	81.1
220-55110-323	LIBRARY BOOKS-JUVENILE	.00	5,464.03	6,000.00	535.97	91.1
220-55110-324	LIBRARY PERIODICALS-ADULT	.00	2,238.91	2,400.00	161.09	93.3
220-55110-325	LIBRARY PERIODICALS-JUVENILE	.00	.00	1,000.00	1,000.00	.0
220-55110-326	AUDIO/VISUAL LIBRARY-ADULT	.00	6,377.44	6,500.00	122.56	98.1
220-55110-327	AUDIO/VISUAL LIBRARY-JUVENIL	.00	1,068.87	2,000.00	931.13	53.4
220-55110-330	TRAVEL EXPENSES	.00	725.31	2,000.00	1,274.69	36.3
220-55110-331	PROMOTIONS/ADS-PUBLIC ED	.00	230.00	500.00	270.00	46.0
220-55110-332	LIBRARY BOOKS-DIGITAL	.00	6,571.09	4,613.00	( 1,958.09)	142.5
220-55110-333	AUDIO/VISUAL LIBRARY-DIGITAL	.00	2,835.19	2,500.00	( 335.19)	113.4
220-55110-335	DATABASE SUBSCRIPTIONS	.00	21,590.00	22,000.00	410.00	98.1
220-55110-337	LIBRARY BUILDING PROJECT EXP	.00	70.82	.00	( 70.82)	.0
220-55110-341	PROGRAM SUPPLIES-ADULT	.00	2,926.70	3,500.00	573.30	83.6
220-55110-342	PROGRAM SUPPLIES-JUVENILE	.00	6,790.01	6,000.00	( 790.01)	113.2
220-55110-343	MISC SUPPLIES-ADULT	.00	.00	150.00	150.00	.0
220-55110-346	SPECIAL PROGRAMING-SUMMER	.00	.00	100.00	100.00	.0
220-55110-347	LIBRARY USE OF GRANTS EXPENSE	.00	14,621.33	.00	( 14,621.33)	.0
220-55110-348	SALES TAX EXPENSE	.00	87.36	300.00	212.64	29.1
220-55110-350	CONTINGENCIES	.00	55.80	300.00	244.20	18.6
220-55110-500	LIBRARY BOARD CHECKING	.00	5.00	.00	( 5.00)	.0
220-55110-810	CAPITAL EQUIPMENT	.00	7,714.93	.00	( 7,714.93)	.0
<b>TOTAL LIBRARY</b>		<b>.00</b>	<b>802,293.85</b>	<b>836,124.81</b>	<b>33,830.96</b>	<b>96.0</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>.00</b>	<b>802,293.85</b>	<b>836,124.81</b>	<b>33,830.96</b>	<b>96.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>		<b>.00</b>	<b>( 46,982.84)</b>	<b>.00</b>	<b>46,982.84</b>	<b>.0</b>

**CITY OF WHITEWATER  
BALANCE SHEET  
JANUARY 31, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

		BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>					
220-11100	CASH	203,812.38	( 92,865.67)	( 92,865.67)	110,946.71
220-11300	INVESTMENTS	37,015.90	106.79	106.79	37,122.69
220-11301	LIBRARY BRD MM-132 732	1,080.36	.00	.00	1,080.36
220-11500	LIBRARY BRD INVESTMENTS CDS	347,784.75	.00	.00	347,784.75
	<b>TOTAL ASSETS</b>	<b>589,693.39</b>	<b>( 92,758.88)</b>	<b>( 92,758.88)</b>	<b>496,934.51</b>
 <u>LIABILITIES AND EQUITY</u>					
<u>LIABILITIES</u>					
220-21100	ACCOUNTS PAYABLE	15,161.28	( 14,437.68)	( 14,437.68)	723.60
220-21106	WAGES CLEARING	27,271.49	( 27,271.49)	( 27,271.49)	.00
	<b>TOTAL LIABILITIES</b>	<b>42,432.77</b>	<b>( 41,709.17)</b>	<b>( 41,709.17)</b>	<b>723.60</b>
 <u>FUND EQUITY</u>					
220-34300	FUND BALANCE	527,806.82	.00	.00	527,806.82
220-34320	CAPITAL IMPROVEMENT RESERVE	19,453.80	.00	.00	19,453.80
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	.00	( 51,049.71)	( 51,049.71)	( 51,049.71)
	<b>BALANCE - CURRENT DATE</b>	<b>.00</b>	<b>( 51,049.71)</b>	<b>( 51,049.71)</b>	<b>( 51,049.71)</b>
	<b>TOTAL FUND EQUITY</b>	<b>547,260.62</b>	<b>( 51,049.71)</b>	<b>( 51,049.71)</b>	<b>496,210.91</b>
	<b>TOTAL LIABILITIES AND EQUITY</b>	<b>589,693.39</b>	<b>( 92,758.88)</b>	<b>( 92,758.88)</b>	<b>496,934.51</b>

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2026**

Item 5.

**GENERAL FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET AMOUNT</u>	<u>VARIANCE</u>	<u>% OF BUDGET</u>
<u>YOUNG LIBRARY BUILDING</u>					
100-55111-111 SALARIES/PERMANENT	568.31	568.31	11,551.99	10,983.68	4.9
100-55111-117 LONGEVITY PAY	.00	.00	72.00	72.00	.0
100-55111-118 UNIFORM ALLOWANCES	.00	.00	27.00	27.00	.0
100-55111-150 MEDICARE TAX/CITY SHARE	16.48	16.48	182.77	166.29	9.0
100-55111-151 SOCIAL SECURITY/CITY SHARE	70.39	70.39	781.51	711.12	9.0
100-55111-152 RETIREMENT	76.55	76.55	833.69	757.14	9.2
100-55111-153 HEALTH INSURANCE	72.00	72.00	864.00	792.00	8.3
100-55111-154 HRA-LIFE STYLE ACCT EXPENSE	29.77	29.77	90.00	60.23	33.1
100-55111-155 WORKERS COMPENSATION	21.24	21.24	250.76	229.52	8.5
100-55111-156 LIFE INSURANCE	.14	.14	3.79	3.65	3.7
100-55111-221 WATER & SEWER	.00	.00	4,500.00	4,500.00	.0
100-55111-222 ELECTRICITY	.00	.00	13,600.00	13,600.00	.0
100-55111-223 NATURAL GAS	.00	.00	4,600.00	4,600.00	.0
100-55111-244 HVAC	.00	.00	1,250.00	1,250.00	.0
100-55111-245 FACILITY IMPROVEMENTS	.00	.00	3,000.00	3,000.00	.0
100-55111-246 JANITORIAL SERVICES	3,315.16	3,315.16	24,000.00	20,684.84	13.8
100-55111-355 REPAIR & SUPPLIES	.00	.00	2,000.00	2,000.00	.0
TOTAL YOUNG LIBRARY BUILDING	<u>4,170.04</u>	<u>4,170.04</u>	<u>67,607.51</u>	<u>63,437.47</u>	<u>6.2</u>
TOTAL FUND EXPENDITURES	<u>4,170.04</u>	<u>4,170.04</u>	<u>67,607.51</u>	<u>63,437.47</u>	<u>6.2</u>
NET REVENUE OVER EXPENDITURES	<u>( 4,170.04)</u>	<u>( 4,170.04)</u>	<u>( 67,607.51)</u>	<u>( 63,437.47)</u>	<u>( 6.2)</u>

**CITY OF WHITEWATER**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INTERGOVERNMENTAL REVENUE</u>						
220-43720-55	CONTRACT REVENUE	.00	.00	230,000.00	230,000.00	.0
	TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	230,000.00	230,000.00	.0
<u>FINES &amp; FORFEITURES</u>						
220-45310-55	LOST MATERIAL FINE	96.99	96.99	2,000.00	1,903.01	4.9
220-45330-55	COPY MACHINE REVENUE	285.07	285.07	4,000.00	3,714.93	7.1
	TOTAL FINES & FORFEITURES	382.06	382.06	6,000.00	5,617.94	6.4
<u>MISCELLANEOUS REVENUE</u>						
220-48100-55	INTEREST INCOME	106.79	106.79	1,500.00	1,393.21	7.1
220-48105-55	LIBRARY BOARD INTEREST INCOME	.00	.00	11,000.00	11,000.00	.0
220-48500-55	DONATIONS	521.13	521.13	14,000.00	13,478.87	3.7
220-48600-55	MISC REVENUE	.85	.85	400.00	399.15	.2
	TOTAL MISCELLANEOUS REVENUE	628.77	628.77	26,900.00	26,271.23	2.3
<u>OTHER FINANCING SOURCES</u>						
220-49290-55	TRANSFER IN-GENERAL FUND	.00	.00	475,000.00	475,000.00	.0
220-49300-55	FUND BALANCE APPLIED	.00	.00	181,532.00	181,532.00	.0
	TOTAL OTHER FINANCING SOURCES	.00	.00	656,532.00	656,532.00	.0
	TOTAL FUND REVENUE	1,010.83	1,010.83	919,432.00	918,421.17	.1

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>LIBRARY</u>						
220-55110-111	WAGES/PERMANENT	19,730.34	19,730.34	318,725.48	298,995.14	6.2
220-55110-114	WAGES/PART-TIME	14,154.90	14,154.90	228,056.89	213,901.99	6.2
220-55110-117	LONGEVITY	.00	.00	2,000.00	2,000.00	.0
220-55110-120	EMPLOYEE BENEFITS	16,925.71	16,925.71	235,237.61	218,311.90	7.2
220-55110-211	PROFESSIONAL DEVELOPMENT	.00	.00	2,000.00	2,000.00	.0
220-55110-224	SOFTWARE/HARDWARE MAINTENANCE	.00	.00	20,231.05	20,231.05	.0
220-55110-225	TELECOM/INTERNET/COMMUNICATION	( 10.00)	( 10.00)	4,555.97	4,565.97	( .2)
220-55110-310	OFFICE & TECHNICAL SUPPLIES	1,046.70	1,046.70	22,000.00	20,953.30	4.8
220-55110-313	POSTAGE	.00	.00	1,000.00	1,000.00	.0
220-55110-319	MATERIAL RECOVERY	.00	.00	725.00	725.00	.0
220-55110-320	SUBSCRIPTIONS/DUES	.00	.00	650.00	650.00	.0
220-55110-321	LIBRARY BOOKS-ADULT	.00	.00	25,000.00	25,000.00	.0
220-55110-323	LIBRARY BOOKS-JUVENILE	.00	.00	6,000.00	6,000.00	.0
220-55110-324	LIBRARY PERIODICALS-ADULT	.00	.00	2,400.00	2,400.00	.0
220-55110-326	AUDIO/VISUAL LIBRARY-ADULT	.00	.00	6,500.00	6,500.00	.0
220-55110-327	AUDIO/VISUAL LIBRARY-JUVENIL	.00	.00	2,000.00	2,000.00	.0
220-55110-330	TRAVEL EXPENSES	10.57	10.57	2,000.00	1,989.43	.5
220-55110-331	PROMOTIONS/ADS-PUBLIC ED	.00	.00	200.00	200.00	.0
220-55110-332	LIBRARY BOOKS-DIGITAL	.00	.00	7,500.00	7,500.00	.0
220-55110-335	DATABASE SUBSCRIPTIONS	.00	.00	23,000.00	23,000.00	.0
220-55110-341	PROGRAM SUPPLIES-ADULT	93.56	93.56	3,500.00	3,406.44	2.7
220-55110-342	PROGRAM SUPPLIES-JUVENILE	93.90	93.90	6,000.00	5,906.10	1.6
220-55110-348	SALES TAX EXPENSE	14.86	14.86	150.00	135.14	9.9
	<b>TOTAL LIBRARY</b>	<b>52,060.54</b>	<b>52,060.54</b>	<b>919,432.00</b>	<b>867,371.46</b>	<b>5.7</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>52,060.54</b>	<b>52,060.54</b>	<b>919,432.00</b>	<b>867,371.46</b>	<b>5.7</b>
	<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 51,049.71)</b>	<b>( 51,049.71)</b>	<b>.00</b>	<b>51,049.71</b>	<b>.0</b>

**CITY OF WHITEWATER**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INTERGOVERNMENTAL REVENUE</u>						
220-43720-55	CONTRACT REVENUE	2,449.00	2,449.00	230,000.00	227,551.00	1.1
	TOTAL INTERGOVERNMENTAL REVENUE	2,449.00	2,449.00	230,000.00	227,551.00	1.1
<u>FINES &amp; FORFEITURES</u>						
220-45310-55	LOST MATERIAL FINE	297.00	393.99	2,000.00	1,606.01	19.7
220-45330-55	COPY MACHINE REVENUE	292.14	577.21	4,000.00	3,422.79	14.4
	TOTAL FINES & FORFEITURES	589.14	971.20	6,000.00	5,028.80	16.2
<u>MISCELLANEOUS REVENUE</u>						
220-48100-55	INTEREST INCOME	99.96	206.75	1,500.00	1,293.25	13.8
220-48105-55	LIBRARY BOARD INTEREST INCOME	1,942.49	1,942.49	11,000.00	9,057.51	17.7
220-48500-55	DONATIONS	2,435.35	2,956.48	14,000.00	11,043.52	21.1
220-48600-55	MISC REVENUE	185.99	186.84	400.00	213.16	46.7
	TOTAL MISCELLANEOUS REVENUE	4,663.79	5,292.56	26,900.00	21,607.44	19.7
<u>OTHER FINANCING SOURCES</u>						
220-49290-55	TRANSFER IN-GENERAL FUND	.00	.00	475,000.00	475,000.00	.0
220-49300-55	FUND BALANCE APPLIED	.00	.00	181,532.00	181,532.00	.0
	TOTAL OTHER FINANCING SOURCES	.00	.00	656,532.00	656,532.00	.0
	TOTAL FUND REVENUE	7,701.93	8,712.76	919,432.00	910,719.24	1.0

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>LIBRARY</u>						
220-55110-111	WAGES/PERMANENT	24,696.83	44,427.17	318,725.48	274,298.31	13.9
220-55110-114	WAGES/PART-TIME	19,975.67	34,130.57	228,056.89	193,926.32	15.0
220-55110-117	LONGEVITY	.00	.00	2,000.00	2,000.00	.0
220-55110-120	EMPLOYEE BENEFITS	14,627.63	31,553.34	235,237.61	203,684.27	13.4
220-55110-156	LIFE INSURANCE	( 2.11)	( 2.11)	.00	2.11	.0
220-55110-211	PROFESSIONAL DEVELOPMENT	275.00	275.00	2,000.00	1,725.00	13.8
220-55110-224	SOFTWARE/HARDWARE MAINTENANCE	1,097.97	1,097.97	20,231.05	19,133.08	5.4
220-55110-225	TELECOM/INTERNET/COMMUNICATION	18.91	8.91	4,555.97	4,547.06	.2
220-55110-250	GROUPS MAINTENANCE	102.27	102.27	.00	( 102.27)	.0
220-55110-310	OFFICE & TECHNICAL SUPPLIES	3,808.17	4,854.87	22,000.00	17,145.13	22.1
220-55110-313	POSTAGE	.00	.00	1,000.00	1,000.00	.0
220-55110-319	MATERIAL RECOVERY	11.65	11.65	725.00	713.35	1.6
220-55110-320	SUBSCRIPTIONS/DUES	.00	.00	650.00	650.00	.0
220-55110-321	LIBRARY BOOKS-ADULT	2,043.74	2,043.74	25,000.00	22,956.26	8.2
220-55110-323	LIBRARY BOOKS-JUVENILE	18.83	18.83	6,000.00	5,981.17	.3
220-55110-324	LIBRARY PERIODICALS-ADULT	79.33	79.33	2,400.00	2,320.67	3.3
220-55110-326	AUDIO/VISUAL LIBRARY-ADULT	479.52	479.52	6,500.00	6,020.48	7.4
220-55110-327	AUDIO/VISUAL LIBRARY-JUVENIL	51.42	51.42	2,000.00	1,948.58	2.6
220-55110-330	TRAVEL EXPENSES	12.18	22.75	2,000.00	1,977.25	1.1
220-55110-331	PROMOTIONS/ADS-PUBLIC ED	32.00	32.00	200.00	168.00	16.0
220-55110-332	LIBRARY BOOKS-DIGITAL	.00	.00	7,500.00	7,500.00	.0
220-55110-335	DATABASE SUBSCRIPTIONS	.00	.00	23,000.00	23,000.00	.0
220-55110-341	PROGRAM SUPPLIES-ADULT	678.25	771.81	3,500.00	2,728.19	22.1
220-55110-342	PROGRAM SUPPLIES-JUVENILE	285.27	379.17	6,000.00	5,620.83	6.3
220-55110-347	LIBRARY USE OF GRANTS EXPENSE	2,051.88	2,051.88	.00	( 2,051.88)	.0
220-55110-348	SALES TAX EXPENSE	15.23	30.09	150.00	119.91	20.1
	<b>TOTAL LIBRARY</b>	<b>70,359.64</b>	<b>122,420.18</b>	<b>919,432.00</b>	<b>797,011.82</b>	<b>13.3</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>70,359.64</b>	<b>122,420.18</b>	<b>919,432.00</b>	<b>797,011.82</b>	<b>13.3</b>
	<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 62,657.71)</b>	<b>( 113,707.42)</b>	<b>.00</b>	<b>113,707.42</b>	<b>.0</b>

**CITY OF WHITEWATER  
BALANCE SHEET  
FEBRUARY 28, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

		BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>					
220-11100	CASH	203,812.38	( 64,923.76)	( 157,789.43)	46,022.95
220-11300	INVESTMENTS	37,015.90	99.96	206.75	37,222.65
220-11301	LIBRARY BRD MM-132 732	1,080.36	.00	.00	1,080.36
220-11500	LIBRARY BRD INVESTMENTS CDS	347,784.75	1,942.49	1,942.49	349,727.24
	<b>TOTAL ASSETS</b>	<b>589,693.39</b>	<b>( 62,881.31)</b>	<b>( 155,640.19)</b>	<b>434,053.20</b>
 <u>LIABILITIES AND EQUITY</u>					
<u>LIABILITIES</u>					
220-21100	ACCOUNTS PAYABLE	15,161.28	( 223.60)	( 14,661.28)	500.00
220-21106	WAGES CLEARING	27,271.49	.00	( 27,271.49)	.00
	<b>TOTAL LIABILITIES</b>	<b>42,432.77</b>	<b>( 223.60)</b>	<b>( 41,932.77)</b>	<b>500.00</b>
 <u>FUND EQUITY</u>					
220-34300	FUND BALANCE	527,806.82	.00	.00	527,806.82
220-34320	CAPITAL IMPROVEMENT RESERVE	19,453.80	.00	.00	19,453.80
	<b>UNAPPROPRIATED FUND BALANCE:</b>				
	REVENUE OVER EXPENDITURES - YTD	.00	( 62,657.71)	( 113,707.42)	( 113,707.42)
	<b>BALANCE - CURRENT DATE</b>	<b>.00</b>	<b>( 62,657.71)</b>	<b>( 113,707.42)</b>	<b>( 113,707.42)</b>
	<b>TOTAL FUND EQUITY</b>	<b>547,260.62</b>	<b>( 62,657.71)</b>	<b>( 113,707.42)</b>	<b>433,553.20</b>
	<b>TOTAL LIABILITIES AND EQUITY</b>	<b>589,693.39</b>	<b>( 62,881.31)</b>	<b>( 155,640.19)</b>	<b>434,053.20</b>

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 2 MONTHS ENDING FEBRUARY 28, 2026**

Item 5.

**GENERAL FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET AMOUNT</u>	<u>VARIANCE</u>	<u>% OF BUDGET</u>
<u>YOUNG LIBRARY BUILDING</u>					
100-55111-111 SALARIES/PERMANENT	674.18	1,242.49	11,551.99	10,309.50	10.8
100-55111-117 LONGEVITY PAY	.00	.00	72.00	72.00	.0
100-55111-118 UNIFORM ALLOWANCES	.00	.00	27.00	27.00	.0
100-55111-150 MEDICARE TAX/CITY SHARE	10.82	27.30	182.77	155.47	14.9
100-55111-151 SOCIAL SECURITY/CITY SHARE	46.24	116.63	781.51	664.88	14.9
100-55111-152 RETIREMENT	48.53	125.08	833.69	708.61	15.0
100-55111-153 HEALTH INSURANCE	72.00	144.00	864.00	720.00	16.7
100-55111-154 HRA-LIFE STYLE ACCT EXPENSE	.00	29.77	90.00	60.23	33.1
100-55111-155 WORKERS COMPENSATION	14.63	35.87	250.76	214.89	14.3
100-55111-156 LIFE INSURANCE	.13	.27	3.79	3.52	7.1
100-55111-221 WATER & SEWER	492.47	492.47	4,500.00	4,007.53	10.9
100-55111-222 ELECTRICITY	1,639.65	1,639.65	13,600.00	11,960.35	12.1
100-55111-223 NATURAL GAS	1,653.70	1,653.70	4,600.00	2,946.30	36.0
100-55111-244 HVAC	.00	.00	1,250.00	1,250.00	.0
100-55111-245 FACILITY IMPROVEMENTS	2,632.50	2,632.50	3,000.00	367.50	87.8
100-55111-246 JANITORIAL SERVICES	3,315.16	6,630.32	24,000.00	17,369.68	27.6
100-55111-355 REPAIR & SUPPLIES	121.50	121.50	2,000.00	1,878.50	6.1
<b>TOTAL YOUNG LIBRARY BUILDING</b>	<b>10,721.51</b>	<b>14,891.55</b>	<b>67,607.51</b>	<b>52,715.96</b>	<b>22.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>10,721.51</b>	<b>14,891.55</b>	<b>67,607.51</b>	<b>52,715.96</b>	<b>22.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 10,721.51)</b>	<b>( 14,891.55)</b>	<b>( 67,607.51)</b>	<b>( 52,715.96)</b>	<b>( 22.0)</b>

**CITY OF WHITEWATER**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 3 MONTHS ENDING MARCH 31, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INTERGOVERNMENTAL REVENUE</u>					
220-43720-55 CONTRACT REVENUE	56,632.00	59,081.00	230,000.00	170,919.00	25.7
TOTAL INTERGOVERNMENTAL REVENUE	56,632.00	59,081.00	230,000.00	170,919.00	25.7
<u>FINES &amp; FORFEITURES</u>					
220-45310-55 LOST MATERIAL FINE	577.76	971.75	2,000.00	1,028.25	48.6
220-45330-55 COPY MACHINE REVENUE	405.42	982.63	4,000.00	3,017.37	24.6
TOTAL FINES & FORFEITURES	983.18	1,954.38	6,000.00	4,045.62	32.6
<u>MISCELLANEOUS REVENUE</u>					
220-48100-55 INTEREST INCOME	107.38	314.13	1,500.00	1,185.87	20.9
220-48105-55 LIBRARY BOARD INTEREST INCOME	1,008.94	2,951.43	11,000.00	8,048.57	26.8
220-48500-55 DONATIONS	841.45	3,797.93	14,000.00	10,202.07	27.1
220-48600-55 MISC REVENUE	8.00	194.84	400.00	205.16	48.7
TOTAL MISCELLANEOUS REVENUE	1,965.77	7,258.33	26,900.00	19,641.67	27.0
<u>OTHER FINANCING SOURCES</u>					
220-49290-55 TRANSFER IN-GENERAL FUND	.00	.00	475,000.00	475,000.00	.0
220-49300-55 FUND BALANCE APPLIED	.00	.00	181,532.00	181,532.00	.0
TOTAL OTHER FINANCING SOURCES	.00	.00	656,532.00	656,532.00	.0
TOTAL FUND REVENUE	59,580.95	68,293.71	919,432.00	851,138.29	7.4

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 3 MONTHS ENDING MARCH 31, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>LIBRARY</u>						
220-55110-111	WAGES/PERMANENT	24,696.85	69,124.02	318,725.48	249,601.46	21.7
220-55110-114	WAGES/PART-TIME	16,812.35	50,942.92	228,056.89	177,113.97	22.3
220-55110-117	LONGEVITY	.00	.00	2,000.00	2,000.00	.0
220-55110-120	EMPLOYEE BENEFITS	13,414.35	44,967.69	235,237.61	190,269.92	19.1
220-55110-156	LIFE INSURANCE	.00	( 2.11)	.00	2.11	.0
220-55110-211	PROFESSIONAL DEVELOPMENT	.00	275.00	2,000.00	1,725.00	13.8
220-55110-224	SOFTWARE/HARDWARE MAINTENANCE	267.55	1,365.52	20,231.05	18,865.53	6.8
220-55110-225	TELECOM/INTERNET/COMMUNICATION	111.24	120.15	4,555.97	4,435.82	2.6
220-55110-250	GROUNDS MAINTENANCE	70.70	172.97	.00	( 172.97)	.0
220-55110-310	OFFICE & TECHNICAL SUPPLIES	1,785.11	6,639.98	22,000.00	15,360.02	30.2
220-55110-313	POSTAGE	29.85	29.85	1,000.00	970.15	3.0
220-55110-319	MATERIAL RECOVERY	34.95	46.60	725.00	678.40	6.4
220-55110-320	SUBSCRIPTIONS/DUES	.00	.00	650.00	650.00	.0
220-55110-321	LIBRARY BOOKS-ADULT	1,099.14	3,142.88	25,000.00	21,857.12	12.6
220-55110-323	LIBRARY BOOKS-JUVENILE	21.39	40.22	6,000.00	5,959.78	.7
220-55110-324	LIBRARY PERIODICALS-ADULT	79.33	158.66	2,400.00	2,241.34	6.6
220-55110-326	AUDIO/VISUAL LIBRARY-ADULT	370.96	850.48	6,500.00	5,649.52	13.1
220-55110-327	AUDIO/VISUAL LIBRARY-JUVENIL	26.99	78.41	2,000.00	1,921.59	3.9
220-55110-330	TRAVEL EXPENSES	67.00	89.75	2,000.00	1,910.25	4.5
220-55110-331	PROMOTIONS/ADS-PUBLIC ED	218.90	250.90	200.00	( 50.90)	125.5
220-55110-332	LIBRARY BOOKS-DIGITAL	.00	.00	7,500.00	7,500.00	.0
220-55110-335	DATABASE SUBSCRIPTIONS	.00	.00	23,000.00	23,000.00	.0
220-55110-341	PROGRAM SUPPLIES-ADULT	718.55	1,490.36	3,500.00	2,009.64	42.6
220-55110-342	PROGRAM SUPPLIES-JUVENILE	5,023.27	5,402.44	6,000.00	597.56	90.0
220-55110-347	LIBRARY USE OF GRANTS EXPENSE	45.00	2,096.88	.00	( 2,096.88)	.0
220-55110-348	SALES TAX EXPENSE	21.14	51.23	150.00	98.77	34.2
	<b>TOTAL LIBRARY</b>	<b>64,914.62</b>	<b>187,334.80</b>	<b>919,432.00</b>	<b>732,097.20</b>	<b>20.4</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>64,914.62</b>	<b>187,334.80</b>	<b>919,432.00</b>	<b>732,097.20</b>	<b>20.4</b>
	<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 5,333.67)</b>	<b>( 119,041.09)</b>	<b>.00</b>	<b>119,041.09</b>	<b>.0</b>

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 3 MONTHS ENDING MARCH 31, 2026**

Item 5.

**GENERAL FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET AMOUNT</u>	<u>VARIANCE</u>	<u>% OF BUDGET</u>
<u>YOUNG LIBRARY BUILDING</u>					
100-55111-111 SALARIES/PERMANENT	755.79	1,998.28	11,551.99	9,553.71	17.3
100-55111-117 LONGEVITY PAY	.00	.00	72.00	72.00	.0
100-55111-118 UNIFORM ALLOWANCES	.00	.00	27.00	27.00	.0
100-55111-150 MEDICARE TAX/CITY SHARE	11.99	39.29	182.77	143.48	21.5
100-55111-151 SOCIAL SECURITY/CITY SHARE	51.27	167.90	781.51	613.61	21.5
100-55111-152 RETIREMENT	54.40	179.48	833.69	654.21	21.5
100-55111-153 HEALTH INSURANCE	72.00	216.00	864.00	648.00	25.0
100-55111-154 HRA-LIFE STYLE ACCT EXPENSE	60.24	90.01	90.00	(.01)	100.0
100-55111-155 WORKERS COMPENSATION	16.40	52.27	250.76	198.49	20.8
100-55111-156 LIFE INSURANCE	.14	.41	3.79	3.38	10.8
100-55111-221 WATER & SEWER	550.41	1,042.88	4,500.00	3,457.12	23.2
100-55111-222 ELECTRICITY	1,397.14	3,036.79	13,600.00	10,563.21	22.3
100-55111-223 NATURAL GAS	1,148.04	2,801.74	4,600.00	1,798.26	60.9
100-55111-244 HVAC	892.20	892.20	1,250.00	357.80	71.4
100-55111-245 FACILITY IMPROVEMENTS	555.50	3,188.00	3,000.00	( 188.00)	106.3
100-55111-246 JANITORIAL SERVICES	3,315.16	9,945.48	24,000.00	14,054.52	41.4
100-55111-355 REPAIR & SUPPLIES	2,793.83	2,915.33	2,000.00	( 915.33)	145.8
<b>TOTAL YOUNG LIBRARY BUILDING</b>	<b>11,674.51</b>	<b>26,566.06</b>	<b>67,607.51</b>	<b>41,041.45</b>	<b>39.3</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>11,674.51</b>	<b>26,566.06</b>	<b>67,607.51</b>	<b>41,041.45</b>	<b>39.3</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 11,674.51)</b>	<b>( 26,566.06)</b>	<b>( 67,607.51)</b>	<b>( 41,041.45)</b>	<b>( 39.3)</b>

**CITY OF WHITEWATER  
BALANCE SHEET  
MARCH 31, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

		BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>					
220-11100	CASH	203,812.38	( 6,949.99)	( 164,739.42)	39,072.96
220-11300	INVESTMENTS	37,015.90	107.38	314.13	37,330.03
220-11301	LIBRARY BRD MM-132 732	1,080.36	.00	.00	1,080.36
220-11500	LIBRARY BRD INVESTMENTS CDS	347,784.75	1,008.94	2,951.43	350,736.18
	<b>TOTAL ASSETS</b>	<b>589,693.39</b>	<b>( 5,833.67)</b>	<b>( 161,473.86)</b>	<b>428,219.53</b>
 <u>LIABILITIES AND EQUITY</u>					
<u>LIABILITIES</u>					
220-21100	ACCOUNTS PAYABLE	15,161.28	( 500.00)	( 15,161.28)	.00
220-21106	WAGES CLEARING	27,271.49	.00	( 27,271.49)	.00
	<b>TOTAL LIABILITIES</b>	<b>42,432.77</b>	<b>( 500.00)</b>	<b>( 42,432.77)</b>	<b>.00</b>
 <u>FUND EQUITY</u>					
220-34300	FUND BALANCE	527,806.82	.00	.00	527,806.82
220-34320	CAPITAL IMPROVEMENT RESERVE	19,453.80	.00	.00	19,453.80
	<b>UNAPPROPRIATED FUND BALANCE:</b>				
	REVENUE OVER EXPENDITURES - YTD	.00	( 5,333.67)	( 119,041.09)	( 119,041.09)
	<b>BALANCE - CURRENT DATE</b>	<b>.00</b>	<b>( 5,333.67)</b>	<b>( 119,041.09)</b>	<b>( 119,041.09)</b>
	<b>TOTAL FUND EQUITY</b>	<b>547,260.62</b>	<b>( 5,333.67)</b>	<b>( 119,041.09)</b>	<b>428,219.53</b>
	<b>TOTAL LIABILITIES AND EQUITY</b>	<b>589,693.39</b>	<b>( 5,833.67)</b>	<b>( 161,473.86)</b>	<b>428,219.53</b>

**CITY OF WHITEWATER  
BALANCE SHEET  
APRIL 30, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

		BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>					
220-11100	CASH	203,812.38	11,385.38 (	153,354.04)	50,458.34
220-11300	INVESTMENTS	37,015.90	107.69	421.82	37,437.72
220-11301	LIBRARY BRD MM-132 732	1,080.36	350,736.18	350,736.18	351,816.54
220-11500	LIBRARY BRD INVESTMENTS CDS	347,784.75	( 350,263.98)	( 347,312.55)	472.20
	<b>TOTAL ASSETS</b>	<b>589,693.39</b>	<b>11,965.27 (</b>	<b>149,508.59)</b>	<b>440,184.80</b>
 <u>LIABILITIES AND EQUITY</u>					
<u>LIABILITIES</u>					
220-21100	ACCOUNTS PAYABLE	15,161.28	.00 (	15,161.28)	.00
220-21106	WAGES CLEARING	27,271.49	.00 (	27,271.49)	.00
	<b>TOTAL LIABILITIES</b>	<b>42,432.77</b>	<b>.00 (</b>	<b>42,432.77)</b>	<b>.00</b>
 <u>FUND EQUITY</u>					
220-34300	FUND BALANCE	527,806.82	.00	.00	527,806.82
220-34320	CAPITAL IMPROVEMENT RESERVE	19,453.80	.00	.00	19,453.80
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	.00	11,965.27 (	107,075.82)	( 107,075.82)
	BALANCE - CURRENT DATE	.00	11,965.27 (	107,075.82)	( 107,075.82)
	<b>TOTAL FUND EQUITY</b>	<b>547,260.62</b>	<b>11,965.27 (</b>	<b>107,075.82)</b>	<b>440,184.80</b>
	<b>TOTAL LIABILITIES AND EQUITY</b>	<b>589,693.39</b>	<b>11,965.27 (</b>	<b>149,508.59)</b>	<b>440,184.80</b>

**CITY OF WHITEWATER**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INTERGOVERNMENTAL REVENUE</u>						
220-43720-55	CONTRACT REVENUE	75,754.88	134,835.88	230,000.00	95,164.12	58.6
	TOTAL INTERGOVERNMENTAL REVENUE	75,754.88	134,835.88	230,000.00	95,164.12	58.6
<u>FINES &amp; FORFEITURES</u>						
220-45310-55	LOST MATERIAL FINE	61.96	1,033.71	2,000.00	966.29	51.7
220-45330-55	COPY MACHINE REVENUE	273.32	1,255.95	4,000.00	2,744.05	31.4
	TOTAL FINES & FORFEITURES	335.28	2,289.66	6,000.00	3,710.34	38.2
<u>MISCELLANEOUS REVENUE</u>						
220-48100-55	INTEREST INCOME	107.69	421.82	1,500.00	1,078.18	28.1
220-48105-55	LIBRARY BOARD INTEREST INCOME	472.20	3,423.63	11,000.00	7,576.37	31.1
220-48500-55	DONATIONS	14.45	3,812.38	14,000.00	10,187.62	27.2
220-48600-55	MISC REVENUE	28.25	223.09	400.00	176.91	55.8
	TOTAL MISCELLANEOUS REVENUE	622.59	7,880.92	26,900.00	19,019.08	29.3
<u>OTHER FINANCING SOURCES</u>						
220-49290-55	TRANSFER IN-GENERAL FUND	.00	.00	475,000.00	475,000.00	.0
220-49300-55	FUND BALANCE APPLIED	.00	.00	181,532.00	181,532.00	.0
	TOTAL OTHER FINANCING SOURCES	.00	.00	656,532.00	656,532.00	.0
	TOTAL FUND REVENUE	76,712.75	145,006.46	919,432.00	774,425.54	15.8

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>LIBRARY</u>					
220-55110-111 WAGES/PERMANENT	24,612.29	93,736.31	318,725.48	224,989.17	29.4
220-55110-114 WAGES/PART-TIME	18,094.76	69,037.68	228,056.89	159,019.21	30.3
220-55110-117 LONGEVITY	.00	.00	2,000.00	2,000.00	.0
220-55110-120 EMPLOYEE BENEFITS	13,635.37	58,603.06	235,237.61	176,634.55	24.9
220-55110-156 LIFE INSURANCE	.00	( 2.11)	.00	2.11	.0
220-55110-211 PROFESSIONAL DEVELOPMENT	325.00	600.00	2,000.00	1,400.00	30.0
220-55110-224 SOFTWARE/HARDWARE MAINTENANCE	211.95	1,577.47	20,231.05	18,653.58	7.8
220-55110-225 TELECOM/INTERNET/COMMUNICATION	558.51	678.66	4,555.97	3,877.31	14.9
220-55110-250 GROUNDS MAINTENANCE	70.70	243.67	.00	( 243.67)	.0
220-55110-310 OFFICE & TECHNICAL SUPPLIES	2,326.94	8,966.92	22,000.00	13,033.08	40.8
220-55110-313 POSTAGE	8.50	38.35	1,000.00	961.65	3.8
220-55110-319 MATERIAL RECOVERY	.00	46.60	725.00	678.40	6.4
220-55110-320 SUBSCRIPTIONS/DUES	.00	.00	650.00	650.00	.0
220-55110-321 LIBRARY BOOKS-ADULT	451.67	3,594.55	25,000.00	21,405.45	14.4
220-55110-323 LIBRARY BOOKS-JUVENILE	20.83	61.05	6,000.00	5,938.95	1.0
220-55110-324 LIBRARY PERIODICALS-ADULT	95.33	253.99	2,400.00	2,146.01	10.6
220-55110-326 AUDIO/VISUAL LIBRARY-ADULT	223.59	1,074.07	6,500.00	5,425.93	16.5
220-55110-327 AUDIO/VISUAL LIBRARY-JUVENIL	174.40	252.81	2,000.00	1,747.19	12.6
220-55110-330 TRAVEL EXPENSES	180.09	269.84	2,000.00	1,730.16	13.5
220-55110-331 PROMOTIONS/ADS-PUBLIC ED	.00	250.90	200.00	( 50.90)	125.5
220-55110-332 LIBRARY BOOKS-DIGITAL	.00	.00	7,500.00	7,500.00	.0
220-55110-335 DATABASE SUBSCRIPTIONS	.00	.00	23,000.00	23,000.00	.0
220-55110-341 PROGRAM SUPPLIES-ADULT	443.25	1,933.61	3,500.00	1,566.39	55.3
220-55110-342 PROGRAM SUPPLIES-JUVENILE	15.00	5,417.44	6,000.00	582.56	90.3
220-55110-347 LIBRARY USE OF GRANTS EXPENSE	3,264.05	5,360.93	.00	( 5,360.93)	.0
220-55110-348 SALES TAX EXPENSE	14.25	65.48	150.00	84.52	43.7
220-55110-350 CONTINGENCIES	21.00	21.00	.00	( 21.00)	.0
<b>TOTAL LIBRARY</b>	<b>64,747.48</b>	<b>252,082.28</b>	<b>919,432.00</b>	<b>667,349.72</b>	<b>27.4</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>64,747.48</b>	<b>252,082.28</b>	<b>919,432.00</b>	<b>667,349.72</b>	<b>27.4</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>11,965.27</b>	<b>( 107,075.82)</b>	<b>.00</b>	<b>107,075.82</b>	<b>.0</b>

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 4 MONTHS ENDING APRIL 30, 2026**

Item 5.

**GENERAL FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET AMOUNT</u>	<u>VARIANCE</u>	<u>% OF BUDGET</u>
<u>YOUNG LIBRARY BUILDING</u>					
100-55111-111 SALARIES/PERMANENT	711.90	2,710.18	11,551.99	8,841.81	23.5
100-55111-117 LONGEVITY PAY	.00	.00	72.00	72.00	.0
100-55111-118 UNIFORM ALLOWANCES	.00	.00	27.00	27.00	.0
100-55111-150 MEDICARE TAX/CITY SHARE	11.37	50.66	182.77	132.11	27.7
100-55111-151 SOCIAL SECURITY/CITY SHARE	48.58	216.48	781.51	565.03	27.7
100-55111-152 RETIREMENT	51.26	230.74	833.69	602.95	27.7
100-55111-153 HEALTH INSURANCE	72.00	288.00	864.00	576.00	33.3
100-55111-154 HRA-LIFE STYLE ACCT EXPENSE	.00	90.01	90.00	(.01)	100.0
100-55111-155 WORKERS COMPENSATION	15.44	67.71	250.76	183.05	27.0
100-55111-156 LIFE INSURANCE	.15	.56	3.79	3.23	14.8
100-55111-221 WATER & SEWER	510.96	1,553.84	4,500.00	2,946.16	34.5
100-55111-222 ELECTRICITY	2,411.98	5,448.77	13,600.00	8,151.23	40.1
100-55111-223 NATURAL GAS	868.76	3,670.50	4,600.00	929.50	79.8
100-55111-244 HVAC	1,216.91	2,109.11	1,250.00	( 859.11)	168.7
100-55111-245 FACILITY IMPROVEMENTS	40.97	3,228.97	3,000.00	( 228.97)	107.6
100-55111-246 JANITORIAL SERVICES	3,315.16	13,260.64	24,000.00	10,739.36	55.3
100-55111-355 REPAIR & SUPPLIES	299.48	3,214.81	2,000.00	( 1,214.81)	160.7
<b>TOTAL YOUNG LIBRARY BUILDING</b>	<b>9,574.92</b>	<b>36,140.98</b>	<b>67,607.51</b>	<b>31,466.53</b>	<b>53.5</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>9,574.92</b>	<b>36,140.98</b>	<b>67,607.51</b>	<b>31,466.53</b>	<b>53.5</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 9,574.92)</b>	<b>( 36,140.98)</b>	<b>( 67,607.51)</b>	<b>( 31,466.53)</b>	<b>( 53.5)</b>

**CITY OF WHITEWATER  
BALANCE SHEET  
MAY 31, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

		BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>					
220-11100	CASH	203,812.38	( 62,496.89)	( 215,850.93)	( 12,038.55)
220-11300	INVESTMENTS	37,015.90	108.01	529.83	37,545.73
220-11301	LIBRARY BRD MM-132 732	1,080.36	( 349,795.00)	941.18	2,021.54
220-11500	LIBRARY BRD INVESTMENTS CDS	347,784.75	.00	( 347,312.55)	472.20
	<b>TOTAL ASSETS</b>	<u>589,693.39</u>	<u>( 412,183.88)</u>	<u>( 561,692.47)</u>	<u>28,000.92</u>
 <u>LIABILITIES AND EQUITY</u>					
<u>LIABILITIES</u>					
220-21100	ACCOUNTS PAYABLE	15,161.28	.00	( 15,161.28)	.00
220-21106	WAGES CLEARING	27,271.49	.00	( 27,271.49)	.00
	<b>TOTAL LIABILITIES</b>	<u>42,432.77</u>	<u>.00</u>	<u>( 42,432.77)</u>	<u>.00</u>
 <u>FUND EQUITY</u>					
220-34300	FUND BALANCE	527,806.82	.00	.00	527,806.82
220-34320	CAPITAL IMPROVEMENT RESERVE	19,453.80	.00	.00	19,453.80
	<b>UNAPPROPRIATED FUND BALANCE:</b>				
	REVENUE OVER EXPENDITURES - YTD	.00	( 412,183.88)	( 519,259.70)	( 519,259.70)
	<b>BALANCE - CURRENT DATE</b>	<u>.00</u>	<u>( 412,183.88)</u>	<u>( 519,259.70)</u>	<u>( 519,259.70)</u>
	<b>TOTAL FUND EQUITY</b>	<u>547,260.62</u>	<u>( 412,183.88)</u>	<u>( 519,259.70)</u>	<u>28,000.92</u>
	<b>TOTAL LIABILITIES AND EQUITY</b>	<u>589,693.39</u>	<u>( 412,183.88)</u>	<u>( 561,692.47)</u>	<u>28,000.92</u>

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 5 MONTHS ENDING MAY 31, 2026**

Item 5.

**GENERAL FUND**

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET AMOUNT</u>	<u>VARIANCE</u>	<u>% OF BUDGET</u>
<u>YOUNG LIBRARY BUILDING</u>						
100-55111-111	SALARIES/PERMANENT	671.76	3,381.94	11,551.99	8,170.05	29.3
100-55111-117	LONGEVITY PAY	.00	.00	72.00	72.00	.0
100-55111-118	UNIFORM ALLOWANCES	.00	.00	27.00	27.00	.0
100-55111-150	MEDICARE TAX/CITY SHARE	10.78	61.44	182.77	121.33	33.6
100-55111-151	SOCIAL SECURITY/CITY SHARE	46.12	262.60	781.51	518.91	33.6
100-55111-152	RETIREMENT	48.37	279.11	833.69	554.58	33.5
100-55111-153	HEALTH INSURANCE	72.00	360.00	864.00	504.00	41.7
100-55111-154	HRA-LIFE STYLE ACCT EXPENSE	.00	90.01	90.00	(.01)	100.0
100-55111-155	WORKERS COMPENSATION	14.58	82.29	250.76	168.47	32.8
100-55111-156	LIFE INSURANCE	.13	.69	3.79	3.10	18.2
100-55111-221	WATER & SEWER	505.71	2,059.55	4,500.00	2,440.45	45.8
100-55111-222	ELECTRICITY	1,961.38	7,410.15	13,600.00	6,189.85	54.5
100-55111-223	NATURAL GAS	761.41	4,431.91	4,600.00	168.09	96.4
100-55111-244	HVAC	2,930.87	5,039.98	1,250.00	( 3,789.98)	403.2
100-55111-245	FACILITY IMPROVEMENTS	.00	3,228.97	3,000.00	( 228.97)	107.6
100-55111-246	JANITORIAL SERVICES	3,315.16	16,575.80	24,000.00	7,424.20	69.1
100-55111-355	REPAIR & SUPPLIES	79.13	3,293.94	2,000.00	( 1,293.94)	164.7
	<b>TOTAL YOUNG LIBRARY BUILDING</b>	<b>10,417.40</b>	<b>46,558.38</b>	<b>67,607.51</b>	<b>21,049.13</b>	<b>68.9</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>10,417.40</b>	<b>46,558.38</b>	<b>67,607.51</b>	<b>21,049.13</b>	<b>68.9</b>
	<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 10,417.40)</b>	<b>( 46,558.38)</b>	<b>( 67,607.51)</b>	<b>( 21,049.13)</b>	<b>( 68.9)</b>

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

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>INTERGOVERNMENTAL REVENUE</u>						
220-43720-55	CONTRACT REVENUE	.00	134,835.88	230,000.00	95,164.12	58.6
	TOTAL INTERGOVERNMENTAL REVENUE	.00	134,835.88	230,000.00	95,164.12	58.6
<u>FINES &amp; FORFEITURES</u>						
220-45300-55	FINE REVENUE	122.94	122.94	.00	( 122.94)	.0
220-45310-55	LOST MATERIAL FINE	27.98	1,061.69	2,000.00	938.31	53.1
220-45330-55	COPY MACHINE REVENUE	367.85	1,623.80	4,000.00	2,376.20	40.6
	TOTAL FINES & FORFEITURES	518.77	2,808.43	6,000.00	3,191.57	46.8
<u>MISCELLANEOUS REVENUE</u>						
220-48100-55	INTEREST INCOME	108.01	529.83	1,500.00	970.17	35.3
220-48105-55	LIBRARY BOARD INTEREST INCOME	.00	3,423.63	11,000.00	7,576.37	31.1
220-48110-55	LIBRARY BOARD DONATIONS	205.00	205.00	.00	( 205.00)	.0
220-48500-55	DONATIONS	503.42	4,315.80	14,000.00	9,684.20	30.8
220-48525-55	GRANT REVENUE	1,155.00	1,155.00	.00	( 1,155.00)	.0
220-48600-55	MISC REVENUE	1.05	224.14	400.00	175.86	56.0
	TOTAL MISCELLANEOUS REVENUE	1,972.48	9,853.40	26,900.00	17,046.60	36.6
<u>OTHER FINANCING SOURCES</u>						
220-49290-55	TRANSFER IN-GENERAL FUND	.00	.00	475,000.00	475,000.00	.0
220-49300-55	FUND BALANCE APPLIED	.00	.00	181,532.00	181,532.00	.0
	TOTAL OTHER FINANCING SOURCES	.00	.00	656,532.00	656,532.00	.0
	<b>TOTAL FUND REVENUE</b>	<b>2,491.25</b>	<b>147,497.71</b>	<b>919,432.00</b>	<b>771,934.29</b>	<b>16.0</b>

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 5 MONTHS ENDING MAY 31, 2026**

Item 5.

**LIBRARY SPECIAL REVENUE FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>LIBRARY</u>						
220-55110-111	WAGES/PERMANENT	24,946.84	118,683.15	318,725.48	200,042.33	37.2
220-55110-114	WAGES/PART-TIME	17,895.51	86,933.19	228,056.89	141,123.70	38.1
220-55110-117	LONGEVITY	.00	.00	2,000.00	2,000.00	.0
220-55110-120	EMPLOYEE BENEFITS	14,324.91	72,927.97	235,237.61	162,309.64	31.0
220-55110-156	LIFE INSURANCE	.00	( 2.11)	.00	2.11	.0
220-55110-211	PROFESSIONAL DEVELOPMENT	.00	600.00	2,000.00	1,400.00	30.0
220-55110-224	SOFTWARE/HARDWARE MAINTENANCE	707.36	2,284.83	20,231.05	17,946.22	11.3
220-55110-225	TELECOM/INTERNET/COMMUNICATION	334.88	1,013.54	4,555.97	3,542.43	22.3
220-55110-249	MISC REPR/MTN SERVICE	962.65	962.65	.00	( 962.65)	.0
220-55110-250	GROUNDNS MAINTENANCE	70.70	314.37	.00	( 314.37)	.0
220-55110-310	OFFICE & TECHNICAL SUPPLIES	1,058.48	10,025.40	22,000.00	11,974.60	45.6
220-55110-313	POSTAGE	9.47	47.82	1,000.00	952.18	4.8
220-55110-319	MATERIAL RECOVERY	81.55	128.15	725.00	596.85	17.7
220-55110-320	SUBSCRIPTIONS/DUES	136.14	136.14	650.00	513.86	20.9
220-55110-321	LIBRARY BOOKS-ADULT	622.63	4,217.18	25,000.00	20,782.82	16.9
220-55110-323	LIBRARY BOOKS-JUVENILE	391.51	452.56	6,000.00	5,547.44	7.5
220-55110-324	LIBRARY PERIODICALS-ADULT	212.12	466.11	2,400.00	1,933.89	19.4
220-55110-326	AUDIO/VISUAL LIBRARY-ADULT	284.45	1,358.52	6,500.00	5,141.48	20.9
220-55110-327	AUDIO/VISUAL LIBRARY-JUVENIL	.00	252.81	2,000.00	1,747.19	12.6
220-55110-330	TRAVEL EXPENSES	153.70	423.54	2,000.00	1,576.46	21.2
220-55110-331	PROMOTIONS/ADS-PUBLIC ED	.00	250.90	200.00	( 50.90)	125.5
220-55110-332	LIBRARY BOOKS-DIGITAL	.00	.00	7,500.00	7,500.00	.0
220-55110-335	DATABASE SUBSCRIPTIONS	.00	.00	23,000.00	23,000.00	.0
220-55110-341	PROGRAM SUPPLIES-ADULT	1,068.35	3,001.96	3,500.00	498.04	85.8
220-55110-342	PROGRAM SUPPLIES-JUVENILE	375.17	5,792.61	6,000.00	207.39	96.5
220-55110-347	LIBRARY USE OF GRANTS EXPENSE	1,019.53	6,380.46	.00	( 6,380.46)	.0
220-55110-348	SALES TAX EXPENSE	19.18	84.66	150.00	65.34	56.4
220-55110-350	CONTINGENCIES	.00	21.00	.00	( 21.00)	.0
220-55110-500	LIBRARY BOARD CHECKING	350,000.00	350,000.00	.00	( 350,000.00)	.0
	<b>TOTAL LIBRARY</b>	<b>414,675.13</b>	<b>666,757.41</b>	<b>919,432.00</b>	<b>252,674.59</b>	<b>72.5</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>414,675.13</b>	<b>666,757.41</b>	<b>919,432.00</b>	<b>252,674.59</b>	<b>72.5</b>
	<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 412,183.88)</b>	<b>( 519,259.70)</b>	<b>.00</b>	<b>519,259.70</b>	<b>.0</b>

	Current Month	received to Dat	Est. FY Rev.	% of Total
Fees	\$11.85	\$235.14	\$500.00	47%
Materials Replacement	\$144.90	\$692.95	\$1,000.00	69%
County Reimbursements	\$0.00	\$134,835.88	\$219,768.00	61%
Gifts & Grants	\$17.85	\$4,967.52	\$15,000.00	33%
Copywork	\$302.63	\$1,646.22	\$3,000.00	55%
Miscellaneous	\$0.00	\$0.00	\$300.00	0%
<b>TOTAL</b>	<b>\$477.23</b>	<b>\$142,377.71</b>	<b>\$239,568.00</b>	<b>59%</b>

## FRIENDS OF THE LIBRARY FINANCIAL REPORT

Jan-26

Beginning Balance		\$	3,039.39
Deposit	\$ 1,153.83	\$	4,193.22
Venmo	\$ 14.83	\$	4,208.05
Venmo	\$ 53.86	\$	4,261.91
Check #4022	\$ 479.00	\$	3,782.91
Interest	\$ 0.33	\$	3,783.24
Ending Balance		\$	3,783.24

Feb-26

Beginning Balance		\$	3,783.24
Deposit	1199.61	\$	4,982.85
Venmo	7.48	\$	4,990.33
Check #4021	2400	\$	2,590.33
Venmo	4.72	\$	2,595.05
Venmo	126.95	\$	2,722.00
Venmo	11.49	\$	2,733.49
Interest	0.22	\$	2,733.71
Ending Balance		\$	2,733.71

Mar-26

Beginning Balance		\$	2,733.71
Deposit	1608.37	\$	4,342.08
Venmo	11.89	\$	4,353.97
Interest	0.37	\$	4,354.34
Ending Balance		\$	4,354.34

Apr-26

Beginning Balance		\$	4,354.34
Deposit	629.3	\$	4,983.64
Venmo	52.41	\$	5,036.05
Venmo	13.45	\$	5,049.50
Interest	0.41	\$	5,049.91
Ending Balance		\$	5,049.91

May-26

Beginning Balance		\$	5,049.91
Deposit	675	\$	5,724.91
Venmo	19.15	\$	5,744.06
Interest	0.45	\$	5,744.51
Ending Balance		\$	5,744.51





www.whitewater-wi.gov  
Telephone: 262-473-0500  
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Office of Finance  
312 W. Whitewater St.  
Whitewater, WI 53190

Date: June 5, 2026

To: Library Board

John Weidl, City Manager

From: Rachelle Blitch, Director of Financial and Administrative Services

Re: Library Budget Projections & Future Funding

The Finance Department has completed multi-year budget projections for the Library. Based on current spending patterns and revenue trends, the Library is projected to fully expend its available fund balance before the end of 2028 if no changes are made to its operating structure or funding levels.

As shown in the attached spreadsheet, the Library’s fund balance as of December 31, 2025, was \$547,261. Current projections indicate that approximately \$181,532 of this balance will be used in 2026 alone. A second attachment provides a ten-year historical review of Library expenditures, General Fund support, county circulation-based funding, and FTE counts. While General Fund support has remained relatively flat over this period, circulation-based revenue has experienced a gradual decline.

In addition, an operational study was commissioned by the City Manager’s Office in response to a request for additional staffing from the Library. This study is attached for the Board’s reference and may provide additional context as the City evaluates long-term service levels, staffing needs, and financial sustainability.

**Statutory Roles and Limitations**

Wisconsin Statutes establish a clear division of authority between the municipal governing body and the Library Board:

Council Authority Under Wis. Stat. § 43.58(1)–(2), the Common Council’s authority is limited to:

- Determining the annual appropriation for the Library
- Appointing Library Board trustees under § 43.54

Library Board Authority once the appropriation is made, the Library Board has exclusive control over:

- How the Library’s budget is allocated and spent
- Library operations, policies, and programming
- Use of the library building and property
- Hiring and supervision of the Library Director and staff

The Library Director prepares the budget, and the Library Board formally approves it. The Director may consult with the City’s Finance and HR departments for support and resources, but operational and financial decision-making authority rests with the Library Board.



**City of**  
**WHITEWATER**  
Finance Department

[www.whitewater-wi.gov](http://www.whitewater-wi.gov)  
Telephone: 262-473-0500  
Fax: 262-222-5903

**Office of Finance**  
312 W. Whitewater St.  
Whitewater, WI 53190

This statutory structure means that while the City determines the total amount of funding provided, it cannot direct how the Library allocates those funds or manage its internal operations. However, the City may condition a portion of its appropriation on the Library meeting a specific obligation.

**Consideration for Future Funding**

Given the projected depletion of the Library’s fund balance by 2028, the City may wish to consider whether an increase in the Library’s annual appropriation is appropriate in future budget cycles. As part of that discussion, the Council could also consider applying an annual adjustment aligned with the City’s Expenditure Restraint Program (ERP) over a set number of years, as determined by the Council, to help stabilize the Library’s long-term financial position and maintain service levels for the community.

													ESTIMATE			
		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Average		
220-43720-55	CONTRACT REVENUE	247,002	256,347	249,251	230,358	216,702	218,099	233,020	213,740	229,240	219,770	227,710	230,000			
220-49290-55	TRANSFER IN-GENERAL FUND	486,968	497,068	502,576	484,182	469,657	470,000	470,000	485,000	470,000	627,558	469,370	475,000	492,282		
220-34300	Fund Balance	627,158	663,163	660,737	662,200	671,719	686,859	609,146	536,438	952,131	594,243	547,261	365,729			
	Net Increase/(Decrease)	78,878	36,005	(2,425)	1,463	9,518	15,141	(77,713)	(72,708)	415,693	(357,887)	(46,983)	(181,532)			
LIBRARY-SPECIAL FUND		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026			
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET			
100	Personnel & Benefits	578,754	587,542	613,309	596,471	574,810	580,515	613,960	645,458	687,641	641,428	669,645	784,020			
200	Professional Svcs	43,571	36,447	33,808	35,707	31,249	30,398	32,079	30,498	42,338	11,708	13,878	26,787			
300	Commodities & Other Exp	137,737	125,754	134,529	123,694	108,281	100,015	102,597	111,578	165,349	106,321	111,052	108,625			
500	Library Board	20,780	7,535	10,805	1,799	(35)	1,445	85,953	25,354	-	30	5	-			
		780,842	757,278	792,450	757,671	714,306	712,373	834,589	812,888	895,328	759,487	794,580	919,432			
									Increase to salaries/benefits	31,498	42,183	(46,213)	28,217	114,375		
FTE Count		10.90	10.90	11.20	10.70	9.70	9.70	10.40	10.50	10.50	10.50	10.50				
Expenditure Restraint Program			0.80%	1.70%	3.00%	2.70%	2.10%	3.25%	8.20%	5.90%	3.50%	3.40%			34.55%	40.50%
													CPI-U			

### Library Special Revenue Fund-220

### Expenses

#### EXPENSES

	DESCRIPTION	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2025 BUDGET	2025 ACT-EST	2026 BUDGET	2027 BUDGET
220-55110-111	WAGES/PERMANENT	268,884	293,756	262,420	313,504	269,707	318,725	328,287
220-55110-113	WAGES/TEMPORARY	-	-	-	-	-	-	-
220-55110-114	WAGES/PART-TIME	186,663	199,034	205,599	222,238	198,129	228,057	234,899
220-55110-117	LONGEVITY	2,000	1,000	2,000	2,000	619	2,000	2,060
220-55110-120	EMPLOYEE BENEFITS	187,909	193,851	171,409	179,591	164,787	235,238	242,295
220-55110-156	LIFE INSURANCE	1	-	-	-	1	-	-
220-55110-211	PROFESSIONAL DEVELOPMENT	393	1,302	75	2,000	611	2,000	2,000
220-55110-218	PROFESSIONAL SERV/CONSULTING	18,786	22,415	738	1,000	-	-	-
220-55110-224	SOFTWARE/HARDWARE MAINTENANC	2,339	10,185	4,527	7,209	6,407	20,231	6,426
220-55110-225	TELECOM/INTERNET/COMMUNICATIO	7,054	6,499	6,369	7,007	5,822	4,556	4,693
220-55110-227	RENTAL EXPENSES	1,926	999	-	-	-	-	-
220-55110-242	REPAIR-MAINTENANCE-EQUIPMENT	-	937	-	-	-	-	-
220-55110-310	OFFICE & TECHNICAL SUPPLIES	17,910	20,914	16,847	15,000	10,332	22,000	17,000
220-55110-313	POSTAGE	840	1,114	559	337	68	1,000	1,000
220-55110-319	MATERIAL RECOVERY	606	746	804	725	797	725	725
220-55110-320	SUBSCRIPTIONS/DUES	528	136	510	650	1,468	650	650
220-55110-321	LIBRARY BOOKS-ADULT	26,350	24,986	25,963	25,000	19,385	25,000	25,000
220-55110-323	LIBRARY BOOKS-JUVENILE	6,294	7,387	7,336	6,000	5,137	6,000	6,000
220-55110-324	LIBRARY PERIODICALS-ADULT	5,075	4,169	2,869	2,400	2,101	2,400	24,000
220-55110-325	LIBRARY PERIODICALS-JUVENILE	48	-	952	1,000	-	-	-
220-55110-326	AUDIO/VISUAL LIBRARY-ADULT	11,373	10,293	5,872	6,500	6,889	6,500	6,500
220-55110-327	AUDIO/VISUAL LIBRARY-JUVENIL	2,195	1,422	2,057	2,000	1,010	2,000	2,000
220-55110-328	MACHINE READABLE-ADULT	2,727	2,892	-	-	-	-	-
220-55110-330	TRAVEL EXPENSES	455	1,583	1,033	2,000	835	2,000	2,000
220-55110-331	PROMOTIONS/ADS-PUBLIC ED	99	888	269	500	276	200	220
220-55110-332	LIBRARY BOOKS-DIGITAL	-	-	3,914	4,613	7,856	7,500	7,500
220-55110-333	AUDIO/VISUAL LIBRARY-DIGITAL	-	-	3,263	2,500	3,294	-	-
220-55110-335	DATABASE SUBSCRIPTIONS	-	-	21,763	22,000	25,908	23,000	23,000
220-55110-337	LIBRARY BUILDING PROJECT EXP	-	76,543	-	-	85	-	-
220-55110-341	PROGRAM SUPPLIES-ADULT	2,559	4,601	2,992	3,500	1,922	3,500	3,500
220-55110-342	PROGRAM SUPPLIES-JUVENILE	6,702	4,948	3,719	6,000	5,523	6,000	6,000
220-55110-343	MISC SUPPLIES-ADULT	27,456	2,006	-	150	-	-	-
220-55110-346	SPECIAL PROGRAMING-SUMMER	-	-	197	100	-	-	-
220-55110-347	LIBRARY USE OF GRANTS EXPENSE	-	-	4,906	-	7,961	-	-
220-55110-348	SALES TAX EXPENSE	167	187	205	300	100	150	150
220-55110-350	CONTINGENCIES	196	533	294	300	14	-	-
220-55110-500	LIBRARY BOARD CHECKING	-	-	-	-	6	-	-
220-55110-510	LIBR BD-MM-BUILDING CKS	-	-	-	-	-	-	-
220-55110-515	MM BOARD CHECKING	25,354	-	30	-	-	-	-
220-55110-810	CAPITAL EQUIPMENT	2,657	2,216	-	-	9,258	-	-
220-55110-911	TRANSFER OUT-OTHER FUNDS	-	-	491,568	-	-	-	-
	<b>Total:</b>	<b>815,545</b>	<b>897,544</b>	<b>#####</b>	<b>836,125</b>	<b>756,307</b>	<b>919,432</b>	<b>945,904</b>

### Library Special Revenue Fund-220

### Expenses

#### EXPENSES

	DESCRIPTION	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2025 BUDGET	2025 ACT-EST	2026 BUDGET	2027 BUDGET
220-55110-111	WAGES/PERMANENT	268,884	293,756	262,420	313,504	269,707	318,725	328,287
220-55110-113	WAGES/TEMPORARY	-	-	-	-	-	-	-
220-55110-114	WAGES/PART-TIME	186,663	199,034	205,599	222,238	198,129	228,057	234,899
220-55110-117	LONGEVITY	2,000	1,000	2,000	2,000	619	2,000	2,060
220-55110-120	EMPLOYEE BENEFITS	187,909	193,851	171,409	179,591	164,787	235,238	242,295
220-55110-156	LIFE INSURANCE	1	-	-	-	1	-	-
220-55110-211	PROFESSIONAL DEVELOPMENT	393	1,302	75	2,000	611	2,000	2,000
220-55110-218	PROFESSIONAL SERV/CONSULTING	18,786	22,415	738	1,000	-	-	-
220-55110-224	SOFTWARE/HARDWARE MAINTENANC	2,339	10,185	4,527	7,209	6,407	20,231	6,426
220-55110-225	TELECOM/INTERNET/COMMUNICATIO	7,054	6,499	6,369	7,007	5,822	4,556	4,693
220-55110-227	RENTAL EXPENSES	1,926	999	-	-	-	-	-
220-55110-242	REPAIR-MAINTENANCE-EQUIPMENT	-	937	-	-	-	-	-
220-55110-310	OFFICE & TECHNICAL SUPPLIES	17,910	20,914	16,847	15,000	10,332	22,000	17,000
220-55110-313	POSTAGE	840	1,114	559	337	68	1,000	1,000
220-55110-319	MATERIAL RECOVERY	606	746	804	725	797	725	725
220-55110-320	SUBSCRIPTIONS/DUES	528	136	510	650	1,468	650	650
220-55110-321	LIBRARY BOOKS-ADULT	26,350	24,986	25,963	25,000	19,385	25,000	25,000
220-55110-323	LIBRARY BOOKS-JUVENILE	6,294	7,387	7,336	6,000	5,137	6,000	6,000
220-55110-324	LIBRARY PERIODICALS-ADULT	5,075	4,169	2,869	2,400	2,101	2,400	24,000
220-55110-325	LIBRARY PERIODICALS-JUVENILE	48	-	952	1,000	-	-	-
220-55110-326	AUDIO/VISUAL LIBRARY-ADULT	11,373	10,293	5,872	6,500	6,889	6,500	6,500
220-55110-327	AUDIO/VISUAL LIBRARY-JUVENIL	2,195	1,422	2,057	2,000	1,010	2,000	2,000
220-55110-328	MACHINE READABLE-ADULT	2,727	2,892	-	-	-	-	-
220-55110-330	TRAVEL EXPENSES	455	1,583	1,033	2,000	835	2,000	2,000
220-55110-331	PROMOTIONS/ADS-PUBLIC ED	99	888	269	500	276	200	220
220-55110-332	LIBRARY BOOKS-DIGITAL	-	-	3,914	4,613	7,856	7,500	7,500
220-55110-333	AUDIO/VISUAL LIBRARY-DIGITAL	-	-	3,263	2,500	3,294	-	-
220-55110-335	DATABASE SUBSCRIPTIONS	-	-	21,763	22,000	25,908	23,000	23,000
220-55110-337	LIBRARY BUILDING PROJECT EXP	-	76,543	-	-	85	-	-
220-55110-341	PROGRAM SUPPLIES-ADULT	2,559	4,601	2,992	3,500	1,922	3,500	3,500
220-55110-342	PROGRAM SUPPLIES-JUVENILE	6,702	4,948	3,719	6,000	5,523	6,000	6,000
220-55110-343	MISC SUPPLIES-ADULT	27,456	2,006	-	150	-	-	-
220-55110-346	SPECIAL PROGRAMING-SUMMER	-	-	197	100	-	-	-
220-55110-347	LIBRARY USE OF GRANTS EXPENSE	-	-	4,906	-	7,961	-	-
220-55110-348	SALES TAX EXPENSE	167	187	205	300	100	150	150
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220-55110-510	LIBR BD-MM-BUILDING CKS	-	-	-	-	-	-	-
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220-55110-911	TRANSFER OUT-OTHER FUNDS	-	-	491,568	-	-	-	-
	<b>Total:</b>	<b>815,545</b>	<b>897,544</b>	<b>#####</b>	<b>836,125</b>	<b>756,307</b>	<b>919,432</b>	<b>945,904</b>

# Library Funding 101

Item 9.

## WISCONSIN PUBLIC LIBRARIES



### Primary Source: Municipal Appropriations

Municipalities are the main source of public library funding in Wisconsin. Municipalities make up 60% of the state's total funding for its 467 public libraries.

### Home County Payments

The next biggest supporter is a library's home county. Home counties make up 24% of the state's total funding for public libraries.



### Payments from Other Counties

Wisconsin public libraries can bill adjacent counties for providing library service to residents across the border. These payments make up 2% of the public library funding.

### All Other Sources

Gifts, donations, fines, & fees make up the rest of most library funds. These other sources make up 14% of the state's total funding for public libraries.



# McMahon Public Safety & Municipal Management Group

Ray Maurer  
Kelly Valentino  
Mark Rohloff  
April 21, 2026

## WHITEWATER PUBLIC LIBRARY

*Recommendations*

# Project Introduction

Provide analysis and advice of the appropriate level of staffing, organization, and operation for the Public Library:

- Documentation and data review
- Interviews of library employees and Library Board Members
- On-site observations
- Relevant comparative analysis

# Project Scope

- **Conduct an overall operational assessment of the Library including management structure and practices.**
- **Review staffing levels and the ability of staff to meet those demands.**
- **Evaluate potential effectiveness and efficiency improvements.**
- **Review department mission, vision, future goals, strategic plan and previous studies.**
- **Review budgetary constraints.**
- **Identify other issues and opportunities recognized during the analysis.**

# Department Summary

- DEPARTMENT STAFF INCLUDES
  - 1-Library Director
  - 1-Assistant Library Director
  - 1-Youth Services Librarian
  - 1-Programming and Makerspace Librarian
  - 5-Public Services Clerks
  - 1-Circulation Assistant
  - 2-Technical Services Clerks
  - 1-Library Associate
  - 1-Historical Data Intern

# Department Strengths Identified by Staff

- Library staff has a strong customer service focus
- Organizational skills of the Assistant Director
- Regular review of department policies by staff and the Library Board
- Dedicated, welcoming team of staff members with positive attitudes
- Relationships with the community
- Daily spreadsheet detailing staff duties to focus on
- ADA compliance improvements with the new facility
- Good internal communication
- Support of City Manager and elected officials
- Department managers identify and capitalize on staff strengths

# Department Strengths Identified by Staff (Continued)

- Library operations changing/adapting and staying up on trends
- Recent collaboration with the school district where the student list is shared with library staff and students receive a free library card for life
- Gift cards provided to staff for Sweet Spot Café was very much appreciated
- Significant cross training has been provided to all staff
- Training on the processes and procedures for the new building has been great
- “We are the Best Library around here; WE GET IT RIGHT!”

# Department Strengths Identified by Library Board Members

- Programming, events and Makerspace
- Remaining flexible during the facility renovation
- Intergenerational programming
- Staff and how they relate to the community
- Capitalizing on the library being a strong presence as a place to gather
- Programming experience of Sarah and Hunter

# Opportunities for Improvement Identified by Staff

- Director to clarify direction and focus for the department and staff
- Appears to be gaps in staff training; consider refresher trainings on policies, safety and procedures
- Evaluate the daily reconciliation process completed by the Director for very small amounts of money
- Consider acceptance of credit/debit cards
- Encourage staff members to be open to change
- There are excessive internal emails on procedures, policies, etc. “information overload” for staff causing messages to be overlooked or never read. This also leaves no room for explanations/questions
- Develop ways to increase attendance at teen and adult programs
- Short-staffed if someone calls in sick or is on vacation

# Opportunities for Improvement Identified by Staff (Continued)

- Staff doesn't know when someone enters the facility as the entry is out of sight and the security cameras are not all operating. The teen space is not visible to any staff other than the Programming and Makerspace Librarian
- Internal communication needs improving as some staff are told things verbally, while others are not included in those conversations
- Is the actual front desk too high – does it meet ADA? Not enough outlets at the front desk
- At times, a mass email is sent to all the employees to correct behavior of one employee. This should be addressed directly between the supervisor and the staff member
- Concern about the City pay system as some feel new hire pay was increased recently but existing staff either didn't get pay increases or not sufficient to keep up with the new pay rates

# Opportunities for Improvement Identified by Staff (Continued)

- Is the current system utilized with the school district to get all the students into the library software program the most efficient or is there something better out there? (Milwaukee County system appears to be more efficient)
- Continue to make additions to the community rooms including tablecloths and other soft touches, especially for rentals and programming
- Currently only have 1 full-day, all staff training, typically in March, which isn't enough
- Consider alternative messaging options about the library and its offerings for varying audiences and nationalities
- Assistance with shelving at times when this gets backed-up

# Opportunities for Improvement Identified by Staff (Continued)

- Evaluate the need for 3 staff members during the evening, are 3 necessary or could some of that staff time be better utilized during busier days/times?
- Should purchasing be centralized to 1 individual including programming supplies? Would allow for programming staff to have more time for programming
- Can a notebook be placed at the front desk, similar to lifeguard logs at public pools, so staff can document important issues/incidents that occur during their shifts to keep all staff in the loop?

# Opportunities for Improvement Identified by Library Board Members

- Need to engage “mid-life” citizens and seniors, show them what the library has to offer
- Additional diversity, equity and inclusion training for staff, how to work with diverse populations
- Additional staff needed to expand programming
- Customer service training for all staff
- Research the possibility of having library books/items cataloged by a vendor

# Recommendations

- Improve security at the front entry and throughout the library by ensuring all the existing security cameras are operating properly. Provide adequate training to staff on camera operations. Consider installing a large monitor at the front desk where all cameras can be viewed at the same time by staff
- Provide training on generational differences in the workplace, as well as training on diversity, equity and inclusion
- Consider closing the library at 7pm or 7:30pm Monday-Thursday to allow additional time for shelving, as well as shifting the extra hour to the morning for regularly scheduled staff meetings and/or training opportunities. Consider additional hours past 5:30pm on Friday evenings as it was noted that Friday mornings are slow, but Friday evenings are busy
- Schedule bi-weekly or monthly staff meetings for all staff members, allowing all staff to receive the same message, updates and procedures

# Recommendations (Continued)

- Consider installation of a self-checkout station
- Re-evaluate the need for 2 Public Services Clerks at the front desk at all times. Review the new hourly library patron data to determine when 2 staff may be necessary. This could also be affected if/when a self-checkout station is installed
- Consider developing a full-time marketing/graphics position in collaboration with other departments (Economic Development/Planning, Park and Recreation) to take advantage of multiple funding sources including CDBG funds, Friends of the Library annual contribution, etc. This will lessen the marketing burden on the Assistant Director, Youth Librarian and Programming and Makerspace Librarian and enable these staff members additional time to focus on existing and new programming. This position could expand community outreach for the departments, write grants and work closely with the Friends groups.

# Recommendations (Continued)

- Consider developing a part-time Building Supervisor position to be on-site for community room rentals outside of regular library hours. Cost to be offset by additional room rental revenue
- Expand promotion of the available hours for community members to rent the community rooms outside of regular library hours
- Explore additional partnerships with UW-Whitewater, Whitewater Unified School District, and local businesses/professionals for increasing volunteers, programs, interns, presentations and other potential services
- Provide library-focused customer service training for all staff

# Recommendations (Continued)

- Utilize various free or low-cost training opportunities offered by Cities & Villages Mutual Insurance Company (CVMIC) and the Wisconsin League of Municipalities, including New Supervisor training for the Assistant Director as well as performance evaluation and goal-setting training for both the Director and Assistant Director
- Evaluate the home delivery service and its operations
- Schedule programming staff to provide additional programs in the evenings and weekends, less hours scheduled during the 8:30am-5pm weekday timeframe
- Research the possibility of having library books/items cataloged by a vendor
- Expand collaborations with the Park and Recreation Department for programming

# Recommendations (Continued)

- Evaluate if an assistant is necessary for the Children's Librarian or if it is a matter of having her do less cataloging and marketing by implementing other recommendations
- Evaluate the need for an additional Public Services Clerk or shelving assistance once the recently hired staff member is on board and if other recommendations are implemented
- Continue to offer community outreach services such as the food pantry which is supported greatly by the annual city employee food drive

# Questions / Comments

**McMAHON**  
ENGINEERS ARCHITECTS

<b>First Citizens State Bank, 207 W. Main St., PO Box 177, Whitewater, WI 53190</b>					
<b>Municipal Account (Non-interest bearing) #132732 262-473-2112</b>					
<b>DATE</b>	<b>Activity</b>		<b>Interest/Dep</b>	<b>Withdrawal</b>	<b>Balance</b>
12.31.24	Balance				\$1,085.10
1.31.25	Interest		\$0.09		\$1,085.19
1.31.25	Service Charge			-\$5.00	\$1,080.19
2.28.25	Interest		\$0.08		\$1,080.27
2.28.25	Service Charge			-\$5.00	\$1,075.27
3.31.25	Interest		\$0.09		\$1,075.36
3.31.25	Service Charge			-\$5.00	\$1,070.36
4.29.25	Refund of two service charges		\$10.00		\$1,080.36
5.30.25	Balance				\$1,080.36
6.30.25	Balance				\$1,080.36
7.21.25	Balance				\$1,080.36
8.29.25	Balance				\$1,080.36
9.30.25	Balance				\$1,080.36
10.31.25	Balance				\$1,080.36
11.30.25	Balance				\$1,080.36
12.22.25	Deposit Royalties		\$205.00		\$1,285.36
12.31.25	Balance				\$1,285.36
<b>ADM - American Deposit Management Company CIRVIN01</b>					
<b>W220 N3451 Springdale Road, Pewaukee, WI 53072</b>					
<b>Date</b>	<b>Activity</b>		<b>Interest/Dep</b>	<b>Withdrawal</b>	<b>Balance</b>
12.31.24	Balance				\$333,963.14
1.31.25	Interest 4.3%		\$1,180.31		\$335,143.45
2.28.25	Interest 4.3%		\$1,105.51		\$336,248.96
3.31.25	Interest 4.28%		\$1,182.86		\$337,431.82
4.30.25	Interest 4.28%		\$1,187.02		\$338,618.84
5.31.25	Interest 4.28%		\$1,191.20		\$339,810.04
6.30.25	Interest 4.26%		\$1,189.80		\$340,999.84
7.31.25	Interest 4.26%		\$1,193.97		\$342,193.81
8.29.25	Interest 4.25%		\$1,198.15		\$343,391.96
9.30.25	Interest 4.15%		\$1,171.30		\$344,563.26
10.31.25	Interest 3.99%		\$1,129.98		\$345,693.24
11.30.25	Interest 3.76%		\$1,068.33		\$346,761.57
12.31.25	Interest 3.59%		\$1,023.18		\$347,784.75
		<b>TOTAL</b>	<b>\$13,821.61</b>		

**DIRECTOR'S REPORT**  
**May 2026**

**I. ADMINISTRATION**

- a. Work orders submitted in May.
  - i. One of the public laptops was having issues.
  - ii. We needed IT to look at the alarm panel to be sure it was connected to the WiFi.
  - iii. A phishing email was reported.
  - iv. Two of the public laptops were giving the message that the dust filter needed cleaning.
  - v. Our new little free library needed to be installed.
  - vi. A request was put in to have our SRP advertised on the city's new electronic sign.

**II. BUDGET**

- a. I met with Rachelle Blicht, Head of Finance, and John Weidl, City Manager to discuss the library's budget.
- b. Sarah and Kelly met with Rachelle Blicht, Head of Finance, to discuss the library's budget. I was unable to attend due to a family emergency. Rachelle will be giving a presentation at the June Board meeting.

**III. PERSONNEL**

- a. Deana Rolfsmeyer visited the elementary schools to promote the Summer Reading Program.
- b. Technical Services Clerks, Susan Willmann and Cori Willkomm, helped the Girl Scout troop earn their Book Artist badge by demonstrating book mending and taking apart a book to see how it's made.
- c. Sarah and Hunter participated in the Whitewater Storytelling Festival on May 30.

**IV. LIBRARY COLLECTION**

- a. New items have been added to the Library of Things collection: blood pressure monitor, soil tester, stud finder, and bocce yard game.
- b. New sensory toys were added to the wall in the baby garden in the children's area.
- c. We received a complete set of yearbooks from UW-Whitewater.
- d. We received a large donation of DVD's, all in excellent condition.
- e. We are working on hanging more art on the walls and assessing the inventory of the library's art collection. A few more pieces have recently been hung.
- f. The raised garden bed outside the library's entrance is now filled with labeled herbs. People are allowed to take a few springs home if needed.
- g. The children's garden is shaping up nicely. Our dedicated volunteers have been so helpful.

**V. PUBLIC AND COMMUNITY RELATIONS**

- a. On May 21st the second graders from Lincoln Elementary visited the library for a tour and to learn about the upcoming Summer Reading Program.

**VI. LIBRARY BOARD RELATIONS**

- a. Sarah and Kelly met with the Head of Finance on May 29.
- b. Kathy and I have been taking the necessary steps needed to get the library's name changed on the account at First Citizens.

**VII. LIAISING WITH CITY, STATE, COUNTY, AND SYSTEM GROUPS**

- a. I continue to attend Team meetings at city hall.
- b. I continue to attend weekly staff meetings with Sarah French, Deana Rolfsmeyer, and Hunter Swanson.
- c. I met with the City Manager twice in May.
- d. I had a meeting with Sara Marquardt, Head of HR, Deana, and Sarah on June 1.
- e. I attended the annual meeting of the White Memorial Library Association on June 2. The library received \$11,000 from the Lindbaum Fund and \$600 from the Book Fund. This is an increase from 2025.
- f. Deana and I were included in the photo with the Girl Scouts on June 4 when they debuted the Little Free Library they donated to the library.
- g. I attended the APL meeting in Mukwonago on June 12.

**VIII. PROFESSIONAL DEVELOPMENT**

- a. I completed the monthly Infosec cybersecurity training.
- b. I attended the webinar Building and Leveraging Your Municipal Relationships on June 11.

**IX. STRATEGIC PLAN**

- a. We continue to work on our 2026 Strategic Plan Activities.

**CAPITAL CAMPAIGN**

- a. The funds from American Deposit Management have been transferred to the account with the city.
- b. One of our large donors made an annual pledge payment of \$20,000.

**Assistant Director Report**  
 Sarah French  
 June 2026



- Month of May Online Statistics:
  - Website visits: 3613
  - Facebook: 32.9K; 365 content interactions; 26 new follows
  - Instagram: 2.4K views; 137 content interactions; 3 new follows
  - Top content for May: Post with a photo of the Benedict sculpture – 3.5K views and 45 interactions.
- Coordinated UW-W Chancellor Corey King and Willie the Warhawk to visit the library for a promotional video on June 2.
- Donations:
  - A patron donated around 300 DVDs in great condition. We will add many to the collection and rest will go to the FOTL shop
  - UW-W donated a complete set of university yearbooks. We have most of them but will add any copies we don't have to the Kraege room and archive the second copies in storage. They also donated a book about the 150<sup>th</sup> anniversary of UW-W.

- Wrote the following procedures:
  - Claims Returned
- Displays for June:
  - Whitewater Pride

#### **Collection Development:**

- Nonfiction: weeded and analyzed 500-699
- Library of Things: added a blood pressure monitor, stud finder, soil tester, and bocce yard game

#### **Programs and Outreach:**

- 5/15: Books & Blooms (7)
- 5/20: Storytime (16)
- 5/21: Tour of the library to the Lincoln 2<sup>nd</sup> graders (about 50)
- 5/29: Books & Blooms (5)
- 5/30: Whitewater Storytelling Festival
  - Flowerpot painting (36)
  - Story Stroll (6)
- 6/2: Garden Club (7)
- 6/5: Books & Blooms (5)
- Book a Librarian (1)

#### **Upcoming Programs and Outreach:**

- Ongoing, select Fridays: Books & Blooms
- Ongoing, select Mondays and Tuesdays: Garden Club
- 6/12: Fiber Friday
- 6/13: TED Democracy: Founding Futures Livestream
- 6/20: Family Jams w/Noelle Larson

#### **Meetings:**

- Weekly management meetings
- Monthly check-ins with direct reports
- 5/26: Keri Kelly, UW-W intern
- 5/28: Sustainable Library Initiative
- 5/29: Budget meeting with City Finance and Kelly Davis
- 5/29: Dr. Luz Ede-Hernandez from UW-W (possible CBL class)
- 6/1: Sara M. (HR), Deana, and Diane
- 6/5: All staff meeting
- 6/9: WLA Leadership committee meeting

#### **Professional Development:**

- 5/21: Deescalation Skills training presented by NAMI Southeast Wisconsin at Mukwonago Community Library.

# Youth Services Report

May 2026

## Collection Management

Materials ordered	0
Books cataloged	82
Materials Weeded	0
Materials Reorganized	0

## Programs/Services

Program Name	Participation
Flower Scavenger Hunt	51
Activity Room: Vegetable Patch	36
1000 Books before Kindergarten	4
Reference Questions/Technology Assistance Provided	4
Coloring Club	7
Build It! Club	10
Storytime	15
Teen Gaming Club	1
Coloring Club	8
Family Game Day	5
Storytime	14
Teen Gaming	1
Coloring Club	11
Lincoln Elementary Outreach Visit	382

## Meetings and Trainings

5/6	Management Meeting
5/8	NeoGov: Back Safety
5/8	Diversity in the Workplace
5/8	Summer Reading Program meeting with Susan and Cori
5/13	Management Meeting
5/15	LiFT Cataloging Training: Classification and Call Numbers
5/22	Infosec: BEC

## Programming & Makerspace Librarian Report

Hunter Swanson

June 2026

### Program Statistics

- Weird Science: Elephant Toothpaste – 5/13 – 12 patrons
- Teen Chess Club – 5/14 – 0 patrons
- Adult D&D – 5/18 – 2 patrons
- Makerspace 101: Cricut – 5/19 – 2 patrons
- Teen DIY: Zines – 5/20 – 2 patrons
- Makerspace 101: 3D Printing – 5/21 – 3 patrons
- Vinyl Club – 5/26 – 4 patrons
- MTG Draft Tournament – 5/29 – 6 patrons
- Monday Magic Draft – 6/8 – 2 patrons
- Intro to D&D – 6/9 – 3 patrons
- Teen D&D – 6/10 – 5 patrons

### Upcoming Programs:

- Makerspace 101: Cricut (repeating) - monthly
- Makerspace 101: 3D Printer (repeating) – monthly
- Make Your Own Playdough – 6/15
- Super Smash Bros Tournament – 6/17
- The Tactics of Writing a Horror Story – 6/18
- Nostalgia Night: 1970s – 6/22
- Pollinators and Your Garden – 6/25
- Adult D&D – 6/26
- Book Binding – 7/2
- Teen D&D – 7/8
- Macrame Coasters – 7/9
- Nostalgia Nights: 1980s – 7/13
- Line Dancing – 7/16
- Sip & Paint – 7/23
- Puzzle Race – 7/28
- Sea Glass Suncatchers – 7/30

### Meetings:

- Staff Meeting – 5/13
- 3D Printer Training – 5/19
- Staff Meeting – 5/20
- Staff Meeting – 5/27
- Employee Retention Taskforce Meeting – 5/28
- Whitewater Story Festival – 5/30

- Cricut Training – 6/2
- 3D Printer Training – 6/2
- All Staff Summer Meeting – 6/5
- Staff Meeting – 6/10
- Whitewater LEADS Meeting – 6/10

Other Updates:

- The Makerspace has been freshly organized and labeled. We also have our new Makerspace tables with added storage.
- Podcasting equipment has been ordered and kits for circulation are being developed.

# Bridges Library System Staff Reports

## June 2026

### Brittany Larson – Library System Director

**Meetings and Visits:** I was invited to serve in an advisory capacity in the first-round interview panel for the Watertown Public Library Director. I appreciate being invited to this welcoming group. I had a WPLC Delivery Workgroup meeting to discuss the final state delivery budget and strategic plans for the future. I was invited to meet with the staff of the L.D. Fargo Public Library in Lake Mills and appreciated our time together! I also visited the Karl Junginger Memorial Library and appreciated being given a tour by the director.

**Big Bend Library Director:** I would like to welcome Samantha Seagrist as the new Library Director for the Big Bend Village Library! A New Director Orientation occurred on June 11<sup>th</sup> to allow Samantha to meet the Bridges staff and gain an introduction to the overall library system.

**Farewell and Appreciation:** I would like to take the opportunity to say farewell and honor the service of three retiring directors from our system. Alli Chase (Alice Baker Memorial Library – Eagle), Peg Checkai (Watertown Public Library), and Karla Lang (Big Bend Village Library). Thank you for your dedication to the patrons, the field of librarianship, and to your colleagues in the system!

**Database Management Librarian Position:** The search remains in progress and I will provide an update when I am able.

**Budget 2027:** The budget season has officially commenced. Meetings are being scheduled with Waukesha and Jefferson County for their respective budget presentations later this summer. I attended the Waukesha County Budget Kickoff Meeting on June 10<sup>th</sup> and received training on new software processes related to the Waukesha County budget submission. I have worked with Bridges staff on their 2027 budget recommendations for their consultant areas and am continuing to refine this overall budget. Preliminary information on member library charges was presented at the June APL meeting. APL and the Bridges Board will see a draft of the Bridges 2026 budget in July. With the approval of the 2027-2031 Waukesha County Library Services Plan we will see the new distribution formula implemented.

**WISE Grant Ordinance:** Back in February the Bridges Board approved acceptance of federal grant dollars (distributed through the DPI's Bureau of Libraries), related to digital accessibility. In order to document it with Waukesha County (as our fiscal agent) I needed to write an ordinance to amend the budget. I will present that to the Waukesha County Finance Committee on June 17<sup>th</sup>.

**Adjacent County Funding:** I continue to accept and review adjacent county library funding requests from libraries across the state, and on behalf of member libraries for our respective system counties. Requests are due by July 1<sup>st</sup> but should be submitted before then to give administrative staff from the receiving counties adequate time to review and enter the requests.

**Mobile App RFP Process:** Mellanie and I worked on the Mobile App RFP process from March-June 2026. Along with a committee of member library staff, we engaged in a County RFP process to explore mobile

apps as our current vendor contract was ending. The RFP process has concluded and the Bridges Board will review the contract tonight.

**Waukesha County Act 150 Update:** I presented to the Waukesha County Executive Committee and Finance Committee on May 18<sup>th</sup> and May 20<sup>th</sup>. On May 26<sup>th</sup> the plan went before the full Waukesha County Library Board and was approved unanimously. It has recently been signed by the County Executive and is ready for the 2027 budget planning process and implementation in 2027. I would like to give sincere thanks to all those that served on the committee, including five of our member library directors (Abby Armour – Mukwonago Community Library, Nan Champe – Pewaukee Public Library, Bruce Gay – Waukesha Public Library, Stephanie Ramirez – Delafield Public Library, and Cathy Tuttrup – Brookfield Public Library). I would also like to share appreciation for County Supervisor Timothy Dondlinger, for chairing the committee.

### Mellanie Mercier – Automation Coordinator & Assistant Director

**Innovative Users Group:** In April I attended the Innovative Users group conference in Chicago. In addition to future functionality sessions, I attended sessions on using the weeding workflow for inventory management, Vega Discover, SimplyReports, Technical Services in Leap and Vega Reports.

Upcoming features include partnership with Amazon for Business to do EDI ordering and grid creation, AI for creating report scripts, 60 customizable TOMS (type of Material codes) to allow for board books/big books/tonies etc. to be displayed on their own tab in Vega Discover, bulk change holds, a TOM for 4k blu-rays, as well as Libby integration in reports.

**WILIUG:** Last week the Wisconsin Illinois Innovative User Group had their spring meeting at the Milwaukee Public Library. The first day had cataloging sessions on RDA and AI and we offered the ability to attend these sessions to 9 staff from 7 of our member libraries.

### Kelly Nelson – Coordinator of Library Development

**Library Visits:** In May, I visited the Waukesha Public Library to share what I do and chat with their management team about potential future continuing education topics.

**Community Outreach:** I attended the Waukesha County Business Alliance’s “Alliance 101” presentation and was able to meet with several area businesses, including a financial institutional that provides free financial literacy classes that can be hosted at our libraries.

**SEWI De-Escalation Skills Workshop:** Robert Hagen of the National Alliance on Mental Illness (NAMI), Southeast Wisconsin presented to area library staff about recognizing when someone is in crisis and we can do to de-escalate the person. A strong emphasis was placed on safety, as well as active listening. 28 staff members from across the region attended this event and I received positive feedback on the speaker and the practical aspects of the workshop.

**WI Libraries Buildings & Spaces Webinar:** One of the ongoing statewide continuing education projects educates library staff on library buildings. In May, we hosted “New Libraries, Shared Spaces: Developing Mixed-Use Library Facilities”, a webinar that shared the building process of two recently opened mixed-

use facility libraries sharing space with residential units and retail businesses. This was a practical webinar for any library considering this venture.

### Upcoming 2026 Events

- **Collaborating for Community Success Series** – Hosted by Wisconsin Department of Public Instruction and the League of Wisconsin Municipalities
  - [Building and Leveraging Your Municipal Relationships Webinar](#) – Thursday, June 11, 2-3 pm; This session is especially for libraries!
  - [Leveraging Library Collaboration Webinar](#) – Thursday, June 18, 2-3 pm; This session is especially for local governments!
- [SEWI Libraries Director Retreat](#) – Friday, August 7, 9 am – 4 pm, Registration opens Friday, June 26.
- [Trustee Training Week](#) – Monday, August 10 – Thursday, August 13, Registration is now open for this free virtual conference. Register for each session individually. All sessions will be recorded.
  - [Wisconsin Library Law](#) – Monday, August 10, 12 - 1 pm, Presented by Kris Turner
  - [What You Need to Know about AI and Libraries](#) – Tuesday, August 11, 12 - 1 pm, Presented by Crystal Trice
  - [Board Documents 101](#) – Wednesday, August 12, 12 – 1 pm, Presented by Laura Meade
  - [All Playing in the Same Orchestra: Collaborating for Community Success](#) – Thursday, August 13, 12 – 1 pm, Presented by Kami Lynch and Teresa Schmidt

## Angela Meyers – Coordinator of Youth and Inclusive Services

### Meetings

Participated in the Infrastructure Workgroup for the Wisconsin Public Library Standards Project, the DPI Youth Services Consultants Meeting, and the Michigan Alliance for Cultural Accessibility (MACA) meeting.

### Youth Services

Supported member libraries in preparation for the 2026 Summer Library Program by coordinating 96 programs and workshops for families and teens. Attended the first workshop in Mark Hayward's Yo-Yo Guy series at Whitewater Public Library.



Mark Hayward, the Yo-Yo Guy, at Whitewater Public Library



Spring Family Day participant pets therapy dog named Oakley

### **Inclusive Services**

The Third Annual Spring Family Day was held at the Library Memory Project at Dwight Foster Public Library in Fort Atkinson on Sunday, May 17, 2026. This partnership event included Jefferson County libraries and the Aging and Disability Resource Center of Jefferson County. A total of 23 participants attended and enjoyed music by the P-Town Project, visits with therapy dogs, snacks, and a craft project.

Coordinated a book collection for the Waukesha County Jail and orphanages in Ghana with a Waukesha County officer. A total of 409 books were collected for the jail and 407 books for the orphanages.

### **Professional Development**

Completed KnowBe4 Q2 Security Training: Callback Phishing; Project and Meeting Management 101 for Waukesha County's Standards of Service Excellence certificate program; the NAMI De-Escalation

Program offered through SEWI Libraries; and Microsoft Teams for Libraries through the Indiana State Library.

## **Emily Heller – Public Communications Coordinator**

### **Tracks in the Stacks Bigfoot Hunt**

The systemwide hunt bigfoots kicked off on June 1 and is going well! Brookfield reported that they had 48 entries in the first week! Event details: <https://bridgeslibrarysystem.org/bigfoot/>

### **Web Accessibility Project**

I have been working through the training modules for Allyant/CommonLook PDF to learn how to properly remediate any pdf files to be fully accessible. There are 11 modules to work through to learn how to tag properly, set up tables, list and links, and how to build forms. I have also been working with Midwest Pano to transition the 360 tours into an accessible platform. Training for that will come later this summer.

### **Repair Café Logo**

I worked with Kelly to design a new logo to use for her new program series, Repair Cafés. We are working on the marketing materials next to promote them later this year.



**Consulting**

On June 24, I will be presenting to Town of Genesee Parks Committee with Retzer Nature Center/Waukesha County Parks about our collaboration on the Story Hikes at Retzer and what other member libraries do for Story Walks and Story Trails. It is a brainstorming and information gathering session for the Parks Committee.

**In the news:**

- Bigfoot Hunt Interview on 620 AM Radio: [What's on Tap interview](#)

**[News Archives](#)**

**Newsletter Data:** Industry standard/goal is 44% Open Rate

- Marketing Magic:
  - June 5: 45.12% Open Rate
  - May 15: 61.45% Open Rate
  - May 1: 56.47% Open Rate
- Monthly Bridges:
  - May 15: 44.14% Open Rate
  - April 21: 45.59% Open Rate
- Monthly Legislators:
  - May: Legislators – 27.78% Open Rate / Staff - 38.89% Open Rate
  - April: Legislators – 38.89% Open Rate / Staff – 50% Open Rate