



CLINTONVILLE PUBLIC LIBRARY

LIBRARY BOARD MEETING
AT CLINTONVILLE PUBLIC LIBRARY
75 Hemlock St., Clintonville, WI 54929
4:00 PM
THURSDAY FEBRUARY 15, 2024

February 9, 2024

Brandon Braden
Jeanne Witt
Mari Hintz
Mike Hankins

Troy Kuhn
Jeanine Supanich
Polly Goodell

Agenda

1. Call to Order; Roll Call
2. Approval of Agenda
3. Citizens Forum
4. Friends of the Library Report
5. Approval of Minutes from January 11, 2024
6. Approval of January Financial and Special Accounts Reports
7. Approval of February 2024 bills
8. Discussion of Librarian's Report
9. Discussion/Possible Action on Toilet Quote
10. Approve State Annual Report
11. Approve Statement Concerning Public Library System Effectiveness
12. Set Next Meeting Day and Time
13. Adjourn

JS/jh

Posted: Clintonville City Hall, Clintonville Public Library, Community Center

Please note, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Clintonville Public Library at 715-823-4563

www.clintonvillelibrary.org
e-mail: cpl@clintonvillelibrary.org

CLINTONVILLE PUBLIC LIBRARY

AGENDA INFORMATION

February 9

Discussion/Possible Action on Toilet Quote

In your packet is a quote from Zimdars to replace the toilets in the public men's and women's bathrooms. Staff have found that they are plunging toilets on a weekly basis and Zimdars sees this as a flow issue. With these toilets, there would be more water flow which would help flush items down more easily. I recommend approving the quote from Zimdars.

Approve State Annual Report

The Library's Annual Report is in a separate email. Notable changes compared to last year:

- The COVID-19 section is gone
- In Section X. Staff, there is an added field for another job title. Last year, there was a statewide salary study and the added job titles will align with what was created for the salary study.
- In Section XII. Technology, there are additional questions:
 - "At times of peak use, is the bandwidth of the library sufficient for patrons and staff? Yes/No"
 - I answered 'No' since we've been having periods of slow internet due to increased use.
 - "How many hotspots does your library have in the collection for patron checkout?"
 - "How many internet-ready devices does your library have in the collection for patron checkout?"
 - There is now a required comment section for whether the library is CIPA-compliant, aka filters on internet access computers.
 - We don't have filters on our computers and the comment I added was "As a small library, we do not have the staff and time to navigate the Erate bureaucracy, so CIPA compliance does not benefit us."
 - Asking if we offer any digital literacy. We do offer informal one-on-one assistance for those using their own devices or a library device.

Other highlights compared to 2022:

- 7% increase in total circulation
- 18% increase in registered users
- 26% increase in library visits
- 32.5% increase in WiFi use
- 53% increase in number of programs and 47% increase in attendance

Approve Statement on Public Library System Effectiveness

Section XV of the State Annual Report asks the Library Board to indicate if the Library System provided effective leadership and met the needs of the Library. Our Library System is the Outagamie Waupaca Library System (OWLS) and they provide delivery, automation, and technology support. I would recommend the approval of the statement that OWLS provided effective leadership and adequately met the needs of the Library.

Clintonville Public Library
Board Meeting
1/11/24

1. Called to order at 4:06. Present: Brandon Braden, Jeanne Witt, Mari Hintz, Troy Kuhn, Jeanine Supanich and Polly Goodell. Absent: Mike Hankins.
2. Jeanne motioned to approve the agenda, seconded by Brandon.
3. No Citizens Forum.
4. No Friends of the Library report; they will meet on Tuesday, January 16th.
5. Brandon motioned to approve December 14th minutes; seconded by Jeanne.
6. Mari motioned to approve December Financial and Special Accounts Reports; seconded by Brandon. Roll call vote with all in favor.
7. Jeanne motioned to approve January bills in the amount of \$30,195.52. Seconded by Brandon. Roll call vote with all in favor
8. The Librarian's Report was discussed. Lots of new programs are being created for Youth. Congratulations to those honored for years of service.
9. The Wisconsin Library Association has shared a list of bills to watch regarding library materials.
10. Reviewed handout on Effective Board Meetings and Trustees Participation.
11. Next meeting will be on February 15th.
12. Motion to adjourn by Mari, seconded by Brandon.

**CLINTONVILLE PUBLIC LIBRARY
FINANCIAL STATEMENT
JANUARY 2024**

EXPENDITURES							to date	January
ACCOUNT	ACCT	DESCRIPTION	JANUARY	YTD	BUDGET	BALANCE	2024	2023
							% SPENT	% SPENT
204-55110-41- 1100		SALARIES - STAFF	14,447.63	14,447.63	205,991.00	191,543.37	7%	7%
204-55110-41- 1110		JANITOR SALARIES	1,129.25	1,129.25	19,891.00	18,761.75	6%	6%
204-55110-41- 1500		EMPLOYEE BENEFITS	8,468.73	8,468.73	94,080.00	85,611.27	9%	13%
TOTAL SALARIES			24,045.61	24,045.61	319,962.00	295,916.39	8%	9%
204-55110-41- 2100		INFORMATION TECHNOLOGY	0.00	0.00	17,000.00	17,000.00	0%	0%
204-55110-41- 2250		TELEPHONE SERVICE	24.00	24.00	2,600.00	2,576.00	1%	1%
204-55110-41- 2260		GAS	652.35	652.35	4,700.00	4,047.65	14%	22%
204-55110-41- 2270		WATER AND ELECTRICITY	0.00	0.00	10,000.00	10,000.00	0%	0%
204-55110-41- 3110		POSTAGE	0.00	0.00	700.00	700.00	0%	10%
204-55110-41- 3112		COPIES	0.00	0.00	2,500.00	2,500.00	0%	0%
204-55110-41- 3122		STAFF DEVELOPMENT	0.00	0.00	1,500.00	1,500.00	0%	0%
204-55110-41- 3123		MAINTENANCE SUPPLIES	0.00	0.00	1,500.00	1,500.00	0%	7%
204-55110-41- 3150		OFFICE SUPPLIES	0.00	0.00	3,000.00	3,000.00	0%	1%
204-55110-41- 3260		SUBSCRIPTIONS & PERIODICAL	0.00	0.00	150.00	150.00	0%	0%
204-55110-41- 3261		MARKETING	0.00	0.00	0.00	0.00	0%	0%
204-55110-41- 3269		BOOKS - ADULT	0.00	0.00	10,697.00	10,697.00	0%	7%
204-55110-41- 3270		BOOKS - JUVENILE	0.00	0.00	10,688.00	10,688.00	0%	2%
204-55110-41- 3272		eCONTENT	0.00	0.00	7,000.00	7,000.00	0%	0%
204-55110-41- 3280		PROGRAMS	0.00	0.00	3,000.00	3,000.00	0%	10%
204-55110-41- 3285		FINE ARTS & AV - ADULT	0.00	0.00	3,500.00	3,500.00	0%	2%
204-55110-41- 3286		FINE ARTS & AV - JUVENILE	0.00	0.00	3,000.00	3,000.00	0%	0%
204-55110-41- 3310		TRAVEL & TRAINING EXPENSES	0.00	0.00	1,500.00	1,500.00	0%	2%
204-55110-41- 3490		OTHER OPERATING EXPENSES	0.00	0.00	1,000.00	1,000.00	0%	19%
204-55110-41- 3560		BUILDING REPAIR/MAINTENANC	0.00	0.00	4,000.00	4,000.00	0%	5%
204-55110-41- 5110		INSURANCE ON BUILDINGS	0.00	0.00	3,676.00	3,676.00	0%	0%
204-55110-41- 5130		INSURANCE-GEN. LIABILITY	0.00	0.00	1,860.00	1,860.00	0%	0%
SUBTOTAL			676.35	676.35	93,571.00	92,894.65	1%	3%
TOTAL OPERATING EXPENSES			24,721.96	24,721.96	413,533.00	388,811.04	6%	7%
CAPITAL FUND								
401-57610-41- 8102		COMPUTER & EQUIPMENT	0.00	0.00	0.00	0.00	0%	0%
401-57610-41- 8103		OFFICE FURNITURE & EQUIPME	0.00	0.00	0.00	0.00	0%	0%
401-57610-41- 8200		CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0%	0%
SUBTOTAL			0.00	0.00	0.00	0.00	0%	0%
TOTAL EXPENDITURES			24,721.96	24,721.96	413,533.00	388,811.04	6%	44%
REVENUE							to date	to date
ACCOUNT	ACCT	DESCRIPTION	JANUARY	YTD	BUDGET	BALANCE	2024	2023
							%REC'D	%REC'D
204-41110-41		GENERAL PROPERTY TAXES	0.00	0.00	232,265.00	(232,265.00)	0%	0%
204-43790-41		OWLS SUPPORT	0.00	0.00	164,277.00	(164,277.00)	0%	0%
204-46710-41		LIBRARY FEES	141.29	141.29	750.00	(608.71)	19%	18%
204-46711-41		COPY MACHINE REVENUE	398.91	398.91	4,000.00	(3,601.09)	10%	9%
204-48110-41		INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0%	0%
204-48900-41		MISCELLANEOUS REVENUE	1,200.61	1,200.61	6,800.00	(5,599.39)	18%	0%
204-49300-41		FUND BALANCE APPLIED	0.00	0.00	5,441.00	(5,441.00)	0%	0%
SUBTOTAL			1,740.81	1,740.81	413,533.00	(411,792.19)	0%	0%
TOTAL REVENUE			1,740.81	1,740.81	413,533.00	(411,792.19)	0%	0%

**CLINTONVILLE PUBLIC LIBRARY
SPECIAL ACCOUNTS REPORT
AS OF JANUARY 31, 2024**

204-41-ACCOUNT DESCRIPTION	JANUARY	CURRENT BALANCE	INTEREST YTD	12/31/2023 BALANCE
204 FUND CARRYOVER FROM PREVIOUS YEAR		119,725.07		119,725.07
EXCESS BUDGET REVENUE		0.00		0.00
TOTAL 204 FUND BALANCE		119,725.07		119,725.07

805-41-ACCOUNT DESCRIPTION	JANUARY	CURRENT BALANCE	INTEREST YTD	12/31/2022 BALANCE
CDS				
6501036060 Gift & Memorial CD due 5/24/2024 Bank First 2.00%				
Miller	40.72	1,454.37	0.00	1,413.65
Gift & Memorial	379.73	13,683.69	0.00	13,303.96
Gift & Memorial CD Balance	420.45	15,138.06		14,717.61
6501036066 Mantin Savings CD due 5/24/2024 Bank First 2.00%	347.29	12,504.01	0.00	12,156.72
6501036057 Combined CD due 5/24/2024 at Bank First 2.00%				
Thompson	355.23	12,790.89	0.00	12,435.66
Schultz	933.68	33,613.30	0.00	32,679.62
Mantin	363.28	13,081.53	0.00	12,718.25
OES	360.26	12,970.44	0.00	12,610.18
Combined CD Balance	2,012.45	72,456.16		70,443.71
BILLINGS ESTATE DONATION				
6501036072 CD due 5/24/2024 Bank First 2.00%	6,212.40	223,671.86	0.00	217,459.46
6501036069 Billings CD due 5/24/2024 Bank First 2.00%	5,737.05	206,557.33	0.00	200,820.28
Total Billings Estate Donation	11,949.45	430,229.19		418,279.74

SAVINGS ACCOUNT (Mantin Funds) at Fox Communities				
120574 BALANCE - JANUARY 1		2,256.31		2,256.31
INTEREST RECEIVED	0.00	0.00	0.00	0.00
OTHER REVENUE	0.00	0.00	0.00	0.00
SUBTOTAL	0.00	2,256.31	0.00	0.00
EXPENDITURES	0.00	0.00	0.00	0.00
SAVINGS ACCOUNT BALANCE		2,256.31		2,256.31
BANK BALANCE SUBTOTAL		532,583.73		517,854.09
GIFT & MEMORIAL ACCOUNT				
BALANCE - JANUARY 1		19,913.64		29,031.94
805-48500-41 DONATIONS/CONTRIBUTIONS*	0.00	0.00		1,300.00
SUBTOTAL		19,913.64		30,331.94
805-55110-41-3492 EXPENDITURES**	0.00	254.96		10,418.30
SUBTOTAL		19,658.68		19,913.64
TOTAL 805 FUND BALANCE		552,242.41		537,767.73

GIFT & MEMORIAL ACCOUNT DETAIL				
805-48500-41 *DONATIONS/CONTRIBUTIONS	JANUARY			
	0.00			
	0.00			
	0.00			
	0.00			
	0.00			
	0.00			
	0.00			
	0.00			
	0.00			
TOTAL DONATIONS	0.00			

805-55110-41-3492 **EXPENDITURES				
Amazon		17.63		
Baker & Taylor		211.45		
Gale Cengage		25.88		
		0.00		
		0.00		
		0.00		
		0.00		
		0.00		
		0.00		
		0.00		
TOTAL EXPENDITURES	254.96			

TOTAL 204 & 805 LIBRARY FUND BALANCE	671,967.48	657,492.80
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CLINTONVILLE PUBLIC LIBRARY
MONTHLY TRANSACTIONS
FEBRUARY 2024

This is to certify that the expenditures listed in this document are duly authorized for payment at a regular meeting of the Board of Trustees held on February 15, 2024

RECEIPTS

204-41110-41	GENERAL PROPERTY TAXES	0.00
204-43790-41	OWLS SUPPORT	0.00
204-46710-42	LIBRARY FEES - January	38.96
204-46710-42	LIBRARY FEES - February to date	24.97
204-46711-42	COPY MACHINE REVENUE - January	239.43
204-46711-42	COPY MACHINE REVENUE - February to date	88.77
204-48900-41	MISCELLANEOUS REVENUE	
	Friends of the Library	1,200.61
204-48900-41	TOTAL MISCELLANEOUS REVENUE	1,200.61
	204 ACCOUNTS SUBTOTAL	1,592.74
401-57610-41-	CAPITAL FUND	0.00
	TOTAL REVENUE	1,592.74

EXPENDITURES

204-55110-41-		
1100 SALARIES-STAFF		
Staff	January salaries	14,447.63 *
1100 SALARIES-STAFF	TOTAL	14,447.63
1110 SALARIES-MAINTENANCE		
Maintenance staff	January salaries	1,129.25 *
1110 SALARIES-MAINTENANCE	TOTAL	1,129.25
1500 EMPLOYEE BENEFITS		
Total staff	January benefits	8,468.73 *
1500 EMPLOYEE BENEFITS	TOTAL	8,468.73
2100 COMPUTER EXPENSES		
Integrated Solutions	Content on City website	32.97
Outagamie Waupaca Library System	Laptop Software License	12.00
2100 COMPUTER EXPENSES	TOTAL	44.97
2250 TELEPHONE		
Frontier	January bill	236.34 *
2250 TELEPHONE	TOTAL	236.34
2260 GAS		
We Energies	January bill	652.35 *
2260 GAS	TOTAL	652.35
2270 WATER & ELECTRICITY		
Clintonville Utilities	January bill	1,322.78 *
2270 WATER & ELECTRICITY	TOTAL	1,322.78
3110 POSTAGE		
Baker & Taylor	Shipping	3.34
Baker & Taylor	shipping	7.42
Baker & Taylor	shipping	1.08
Baker & Taylor	shipping	1.18
Baker & Taylor	shipping	0.71
Baker & Taylor	shipping	3.41
Baker & Taylor	shipping	5.98
Demco	Shipping	6.00

Demco	Shipping	6.00
USPS	Stamps	136.00
3110 POSTAGE	TOTAL	171.12
3112 COPIES		
Office Outfitters	Copy Paper	187.96
3112 COPIES	TOTAL	187.96
3122 STAFF DEVELOPMENT		
Cardmember Service	Power Up Conference Registration-Hannah	190.00
3122 STAFF DEVELOPMENT	TOTAL	190.00
3123 MAINTENANCE SUPPLIES		
Amazon	Vacuum Filter	13.81
Amazon	Facial Tissues	43.13
3123 MAINTENANCE SUPPLIES	TOTAL	56.94
3150 OFFICE SUPPLIES		
Amazon	Contact Paper	106.88
Demco	Labels & Label Protectors	90.16
Demco	Book Covers	105.83
ELM USA Inc.	Disc Cleaner machine usage	25.00
Outagamie Waupaca Library System	Receipt Paper	80.00
3150 OFFICE SUPPLIES	TOTAL	407.87

3260 SUBSCRIPTIONS & PERIODICALS

3260 SUBSCRIPTIONS & PERIODICALS		TOTAL	0.00
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3261 MARKETING

3261 MARKETING		TOTAL	0.00
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3269 BOOKS-ADULT

Amazon	adult books		12.51
Amazon	adult books		47.34
Baker & Taylor	adult books		223.88
Baker & Taylor	adult books		75.55
Baker & Taylor	adult books		83.31
Baker & Taylor	adult books		80.58
Baker & Taylor	adult books		57.00
Baker & Taylor	adult books		294.26
Baker & Taylor	adult books		24.74
Gale Cengage	Large print books		46.50
Gale Cengage	Large print books		29.99
Gale Cengage	Large print books		51.73
Gale Cengage	Large print books		49.50
3269 BOOKS-ADULT		TOTAL	1,076.89

3270 BOOKS-JUVENILE

Amazon	children's books		17.62
Amazon	children's books		34.52
Amazon	children's books		16.99
Baker & Taylor	children's books		649.55
Baker & Taylor	children's books		24.96
Baker & Taylor	children's books		13.79
Baker & Taylor	children's books		573.31
3270 BOOKS-JUVENILE		TOTAL	1,330.74

3272 eCONTENT

Midwest Tape	Hoopla		510.60
Outagamie Waupaca Library System	WPLC Digital Buying Pool Share		1,833.31
3272 eCONTENT		TOTAL	2,343.91

3280 PROGRAMS

Amazon	Program Supplies		19.99 MR
Amazon	Program Supplies		27.40 MR
Amazon	Program Supplies		54.15 MR
Amazon	Program Supplies		21.98
Amazon	Program Supplies		32.68 MR
Amazon	Program Supplies		81.78 MR
Amazon	Program Supplies		17.98 MR
Amazon	Program Supplies-Giveaway Books		199.26 MR
Amazon	Program Supplies-Giveaway Books		66.21 MR
Tadych's Marketplace Foods	Tortoise Food		1.99
Tadych's Marketplace Foods	Program Supplies		7.38
Tadych's Marketplace Foods	Program Supplies		39.08 MR
Tadych's Marketplace Foods	Tortoise Food		5.63
Tadych's Marketplace Foods	Teen Night Food		19.54 MR
3280 CHILDREN'S PROGRAMS		TOTAL	595.05

3285 A/V MATERIALS-ADULT

Amazon	movie		44.55
Amazon	movies		39.95
Amazon	movies		17.96
Amazon	movies		55.94
3285 A/V MATERIALS-ADULT		TOTAL	158.40

3286 A/V MATERIALS-JUVENILE

Amazon	movies		65.44
3286 A/V MATERIALS-JUVENILE		TOTAL	65.44

3310 TRAVEL & TRAINING EXPENSES			
3310 TRAVEL & TRAINING EXPENSES		TOTAL	0.00
3490 OTHER EXPENSES			
Harter's	Garbage Service		11.71
3490 OTHER EXPENSES		TOTAL	11.71
3560 BUILDING REPAIR/MAINTENANCE			
A-1 Elevator Sales & Service	Semi-Annual Service Lift & Dumbwaiter		198.00
Krueger's Sign & Electric, Inc.	Updated Outdoor Sign Faces		1,750.00
3560 BUILDING REPAIR/MAINTENANCE		TOTAL	1,948.00
5110 INSURANCE ON BUILDINGS			
Municipal Property Insurance Company	Municipal Property Insurance		3,633.00
McClone	Building/Property Insurance		15.66
5110 INSURANCE ON BUILDINGS		TOTAL	3,648.66
5130 INSURANCE - GENERAL LIABILITY			
McClone	General Liability		291.50
Municipal Property Insurance Company	Equipment-Business Income Liability		472.30
5130 INSURANCE - GENERAL LIABILITY		TOTAL	763.80
		204-55110-41 ACCOUNTS TOTAL	39,258.54
GIFT & MEMORIAL ACCOUNT (805-55110-41-3492)			
Amazon	Clock for Teen Area		17.63
Baker & Taylor	Books		127.79
Baker & Taylor	Books		37.19
Baker & Taylor	Books		46.47
Gale Cengage	Large Print books		25.88
GIFT & MEMORIAL ACCOUNT		TOTAL	254.96
COMPUTERS & EQUIPMENT (401-57610-41-8102)			
COMPUTERS & EQUIPMENT		TOTAL	0.00
OFFICE FURNITURE & EQUIPMENT (401-57610-41-8103)			
OFFICE FURNITURE & EQUIPMENT		TOTAL	0.00
CAPITAL IMPROVEMENTS (401-57610-41-8200)			
CAPITAL IMPROVEMENTS		TOTAL	0.00
*prepaid	**additional bill		
	***adjusted amount		
	MR=Miscellaneous Revenue		
		GRAND TOTAL	39,513.50

CLINTONVILLE PUBLIC LIBRARY
MONTHLY REPORTS
FEBRUARY 2024

JAMIE HEIN, LIBRARY DIRECTOR'S REPORT:

Friends of the Library Meeting

I attended the Friends of the Library Board meeting on January 16. They talked about their membership listing, decided on Tammy Borden (author of Waltraud) as their guest speaker for the annual meeting, and a National Library Week trivia contest. Additionally, I presented a proposed budget of costs from the Friends for 2024, which they approved in the amount of \$8,417. This budget includes funds for Summer Reading Program performers and prizes, State Park Passes, Read Across America performer and supplies, and supplies for ongoing programs.

AAC Meeting

I attended the OWLnet Automation Advisory Committee (AAC) meeting on January 19. We discussed a shared spreadsheet for book clubs, resource sharing guidelines, procedures for accounts access when patrons turn 16, Annual Reports, and online registration.

Wild Wisconsin Winter Web Conference

The Wild Wisconsin Winter Web Conference is two days of online presentations sponsored by all Wisconsin Public Library Systems along with DPI and the Institute of Museum and Library Services. I attended the sessions Neutrality is Not An Option, But We've Always Done It This Way, Board Support for Success, Give All Your Power Away, How to Be Heard (without Screaming), Can't We All Just Get Along?, and Jeopardy! Libraries! Democracy!

OWLS Directors Chat

I attended the OWLS Directors Chat on January 30. Topics of discussion included Hoot Con, Infosoup Road Trip, Annual Reports, Library Legislative Day, and County Plans.

HANNAH DAHLMAN, YOUTH SERVICES LIBRARIAN'S REPORT:

This month, I started a mentorship program through WLA and was paired up with Michelle Johnson who is the director at the Hammond Community Library in Hammond, WI. We met over Zoom and will be meeting monthly going forward. She will help guide me through what it means to be a Youth Services Librarian and give me any advice or feedback that I ask for. I'm excited to get some guidance from her.

I attended an OWLS Youth Services meeting at the New London Public Library this month as well. We met to discuss ideas for summer reading this year. We also discussed a few resources for maintaining a good collection. It's always good to gather with the other youth services staff in the area and hear their ideas and experiences.

Sensory Story and Playtime this month was all about bears. We read three books and did our usual hello/goodbye songs, and two songs between the books. We played with some of our large stuffed animal bears and other bear toys that Suzzie Bessette brought from her school. 9 kids and 6 adults attended.

Teen Night this month was pizza and tie-dye. Kids brought their own t-shirts, but I provided bandanas and the dye. I had several younger siblings of teens come. I had plenty of dye and pizza to share, so I let them participate. 5 kids and 4 teens attended.

I only had 2 kids attend Pokémon club this month. If attendance continues to decline, I will end the group.

Bilingual storytime was about trucks this month. We sang our hello/goodbye songs, read 3 books and sang one song in between. We also made paper fire trucks for the craft afterwards. 3 kids and 3 adults attended.

Programming Statistics

We had 120 kiddos from St. Martin's visits this month and 26 kids were at my Dellwood storytime.

Storytime

Date	Theme	Kids	Adults
1/9	<i>CLOSED</i>		
1/16	Telling Time	17	13
1/23	Birds in Winter	14	11
1/30	Hot Cocoa	22	16

LEGO Club

Date	Theme	Kids	Adults
1/8	Snowflakes	16	2
1/15	Ice Rink	3	0
1/22		7	3

1/29	Snowmen	6	2
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Game Night

Date	Kids	Adults
1/4	4	0
1/11	4	0
1/18	6	0
1/25	7	0

Find Our Fictional Friend

Date	Friend	Kids	Adults
1/8-1/13	TMNT	32	1
1/15-1/20	Princess Peach	36	0
1/22-1/27	Spiderman	37	0
1/29-2/3	Elsa	44	0

DIY Craft Time

Date	Kids	Adults
1/10	11	4

1/17	1	1
1/24	5	0

After-School Adventures

Date	Activity	Kids	Adults
1/16	Bird Feeders	9	0
1/23	Card Games	3	0
1/30	Moon Sand	7	0

ASHLEY BORMAN, TECHNICAL SERVICES LIBRARIAN’S REPORT:

I have continued to provide reference services through e-mail and in person for patrons who need assistance with obituaries and finding information in the Wisconsin room.

Adult crafting this month was canceled due to weather. Rather than rescheduling (due to conflict with the meeting room), January’s succulent pot craft has been moved to February.

I have been working on cleaning up the Obituary index, which had some duplicate records imported when we migrated it to the new website software. One of the front desk staff is helping me go through the list and locate duplicate records, which I then go in and delete.

I have started going through the adult fiction collection and adding genre stickers and updating popular author books with series information on the spines, so patrons can more easily find what they are looking for.

As always, I continue to purchase, catalog, and process materials.

UPCOMING WORKSHOPS, MEETINGS, & CLASSES:

- None to report.

GIFTS AND MEMORIALS:

The following individuals and organizations donated funds to the Library:

- None to report.

CLINTONVILLE PUBLIC LIBRARY													month	to date	month									14
2024 MONTHLY ACTIVITIES REPORT													2023	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan											
Days open	22	0	0	0	0	0	0	0	0	0	0	0	25	22	25	285	250	63	301	302	303	304	302	
DOOR COUNT																								
Door count	4,338	0	0	0	0	0	0	0	0	0	0	0	4,439	4,338	4,439	41,924	17,094	18,082	80,656	78,764	79,106	84,369	84,469	
Avg per day open	197												178	197	178	147	68	287	268	261	261	278	280	
CIRCULATION																								
Circs	4,112	0	0	0	0	0	0	0	0	0	0	0	3,578	4,112	3,578	39,508	26,127	22,410	61,388	68,751	73,866	79,700	78,394	
Renewals	836	0	0	0	0	0	0	0	0	0	0	0	601	836	601	8,268	6,623	7,526	19,020	20,472	20,325	20,331	19,543	
Subtotal Circulation	4,948	0	0	0	0	0	0	0	0	0	0	0	4,179	4,948	4,179	47,776	32,750	29,936	80,408	89,223	94,191	100,031	97,937	
Avg circ per day open	225												167	225	167	168	131	475	267	295	313	329	324	
Overdrive-Audiobook Uses	368	0	0	0	0	0	0	0	0	0	0	0	453	368	453	4,869	4,002	3,555	3,171	2,361	1,914	1,641	1,439	
Overdrive-Ebook Uses	374	0	0	0	0	0	0	0	0	0	0	0	373	374	373	4,182	3,742	4,355	3,124	2,861	3,136	3,100	2,893	
Overdrive-Magazine Uses	126	0	0	0	0	0	0	0	0	0	0	0	57	126	57	509	166	339	378	n/a	n/a	n/a	n/a	
Hoopla	211	0	0	0	0	0	0	0	0	0	0	0	156	211	156	1,582	1,313	1,660	1,432	1,124	697	n/a	n/a	
Total Circulation	6,027	0	0	0	0	0	0	0	0	0	0	0	5,218	6,027	5,218	58,918	41,973	40,244	88,513	95,569	99,938	104,864	102,269	
INTERLIBRARY LOAN																								
Total loaned	2,355	0	0	0	0	0	0	0	0	0	0	0	2,371	2,355	2,371	29,124	24,414	14,565	32,480	33,304	35,627	34,944	29,908	
Total borrowed	1,067	0	0	0	0	0	0	0	0	0	0	0	1,032	1,067	1,032	11,087	9,911	8,494	17,913	19,708	21,559	22,876	22,268	
Net	1,288												1,339	1,288	1,339	18,037	14,503	6,071	14,567	13,596	14,068	12,068	7,640	
REGISTERED BORROWERS																								
	1st Q	%		2nd Q	%		3rd Q	%		4th Q	%													
Adult													2,876	2,941	2,916	2,988	2,941	3,577	3,807			3,973	4,326	
Juvenile													1,341	1,349	1,308	1,358	1,349	1,743	1,873			1,961	2,032	
Total borrowers													4,254	4,342	4,263	4,397	4,342	5,370	5,710			5,963	6,390	
Resident													2,368	2,395	2,299	2,441	2,395	2,851	2,968			3,080	3,218	
Nonresident													1,886	1,947	1,964	1,956	1,947	2,519	2,742			2,883	3,172	
PROGRAMMING																								
Adult programs in library	1	0	0	0	0	0	0	0	0	0	0	0	3	1	3	49	55	27	37	25	37	56	30	
Attendance	3	0	0	0	0	0	0	0	0	0	0	0	78	3	78	4,411	8,820	1,989	196	129	255	279	181	
Adult outreach programs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	16	5	0	0	0	0	
Attendance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40	46	218	166	0	0	0	0	
Teen programs in library	3	0	0	0	0	0	0	0	0	0	0	0	1	3	1	4	0	30	89	38	12	19	14	
Attendance	32	0	0	0	0	0	0	0	0	0	0	0	23	32	23	67	0	1,303	529	282	61	107	86	
Juvenile programs in library	9	0	0	0	0	0	0	0	0	0	0	0	2	9	2	31	27	146	383	308	245	248	265	
Attendance	480	0	0	0	0	0	0	0	0	0	0	0	94	480	94	1,068	1,028	10,528	6,803	5,914	5,378	5,742	5,594	
Juvenile outreach programs	1	0	0	0	0	0	0	0	0	0	0	0	1	1	1	32	2	22	121	70	65	86	84	
Attendance	29	0	0	0	0	0	0	0	0	0	0	0	175	29	175	2,016	303	324	1,988	1,393	985	1,290	1,187	
Total programs	14	0	0	0	0	0	0	0	0	0	0	0	7	14	7	117	85	241	635	441	359	409	393	
Total attendance	544	0	0	0	0	0	0	0	0	0	0	0	370	544	370	7,602	10,197	14,362	9,682	7,718	6,679	7,418	7,048	
Meeting Rm (not lib pgrms)	19	0	0	0	0	0	0	0	0	0	0	0	14	19	14	185	0	14	277	175	154	154	76	
VOLUNTEERS																								
Number	2	0	0	0	0	0	0	0	0	0	0	0	2	2	2	20	16	2	45	55	25	1	15	
Hours worked	12.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	12	6	56	54	26	125	233.00	162.00	8.00	43.00	
COMPUTER STATS																								
Public Computer sessions	142	0	0	0	0	0	0	0	0	0	0	0	173	142	173	1,939	1,043	1,177	5,141	6,273	7,458	7,395	8,541	
Laptop Checkouts	2	0	0	0	0	0	0	0	0	0	0	0	0	2	0	9	0	2	29	98	87	114	117	
Wireless sessions	568	0	0	0	0	0	0	0	0	0	0	0	503	568	503	5,562	4,072	2,492	6,353	6,630	7,711	7,807	7,147	
Total website page views	1,074	0	0	0	0	0	0	0	0	0	0	0	1,544	1,074	1,544	17,267	22,123	1,544	30,272	35,689	38,599	37,431	30,904	
Facebook likes	1,412	0	0	0	0	0	0	0	0	0	0	0	1,228	1,412	1,228	1,214	1,067	1,020	959	833	736	650	578	

ZIMDARS HARDWARE, INC.

Plumbing and Heating

Serving the Area Since 1946

February 1st, 2024

Telephone 715-823-3794

Fax 715-823-5953

Cell 715-250-0936

For: Clintonville Library
75 Hemlock St
Clintonville, WI 54929
715-823-7132
Attention: Jamison Hein
jhein@clintonvillelibrary.org

Job: Toilets

We hereby submit an estimate for the following plumbing work to be done:

- Toto Drake two-piece toilet- white (3)
- Bemis open front toilet seat (3)
- Wax toilet seals
- Toilet bolts
- Disposal of existing toilets
- Materials necessary to install
- Labor necessary to install

- o Cost of any necessary permits not included in estimate price

Any alteration or deviation by owner involving extra costs will become an extra charge over and above the estimate amount. Owner will carry fire, tornado, and other necessary insurance.

We propose to furnish and install all materials in accordance with the above lists for the estimated sum of \$1895.00

Estimate prices are good for 30 days from the date given. Prices may need to be adjusted to reflect changes in material costs.

Respectfully submitted,
Zimdars Hardware, Inc.
Embarrass, WI 54933

Signature: _____ Date: _____

Contractor Signature: _____ Date: _____