



CLINTONVILLE PUBLIC LIBRARY

LIBRARY BOARD MEETING
AT CLINTONVILLE PUBLIC LIBRARY
75 Hemlock St., Clintonville, WI 54929
4:00 PM
THURSDAY OCTOBER 24, 2024

October 21, 2024

Brandon Braden
Jeanne Witt
Penny Leder
Mike Hankins

Troy Kuhn
Jeanine Supanich
Polly Goodell

Agenda

1. Call to Order; Roll Call
2. Approval of Agenda
3. Citizens Forum
4. Discussion/Possible Action on 2025 Calendar of Days Closed
5. Discussion/Possible Action on 2025 Budget
6. Set Next Meeting Day and Time
7. 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

October 21

Discussion/Possible Action on 2025 Calendar of Days Closed

There was a question about holiday pay in regards to the days closed calendar for next year. In talking with Troy, it seems having the board approve a statement of employees will receive holiday pay when working the day before the holiday and the next day the library is open. I would like for the board to approve the statement.

Discussion/Possible Action on 2025 Budget (Pages 3-4)

In your packet is an updated and balanced 2025 budget. We are still at the city portion we received this year of \$232,265 instead of the 3% increase, but this can work. Salaries have a 3% increase for all staff and benefits have been negotiated to only a 7.2% increase of 10% which helps. To balance it out, I added fund balance since it was a small amount that we may not use. If something changes between now and our meeting, I will send out updated sheets but it looks like this will be pretty accurate numbers. I'm looking for approval of the proposed budget.

CLINTONVILLE PUBLIC LIBRARY
2025 Budget-Revenue

LIBRARY REVENUE		2022	2023	2024	ACTUAL TO	2024	PROPOSED
ACCOUNT	DESCRIPTION	ACTUAL	ACTUAL	BUDGET	5/30/2024	ESTIMATE	2025 BUDGET
204-41-41110	GENERAL PROPERTY TAXES	\$221,169	\$225,500	\$232,265	\$0	\$232,265	\$232,265
204-41-43790	OWLS SUPPORT**	\$162,091	\$156,462	\$164,277	\$96,068	\$164,797	\$168,065
204-41-46710	LIBRARY FINES	\$1,659	\$1,916	\$750	\$668	\$1,750	\$750
204-41-46711	COPY REVENUE	\$3,136	\$4,229	\$4,000	\$1,807	\$4,200	\$4,000
204-41-48110	INTEREST ON INVESTMENTS	\$0	\$0	\$0	\$0	\$0	\$0
204-41-48900	MISCELLANEOUS REVENUE	\$1,106	\$9,674	\$6,800	\$3,144	\$8,257	\$8,700
204-41-49300	FUND BALANCE APPLIED	\$91,635	\$28,824	\$5,441	\$0	\$0	\$3,411
TOTAL REVENUE		\$480,796	\$426,606	\$413,533	\$101,688	\$411,269	\$417,191

**OWLS Support is calculated on proposed figures for Waupaca and Outagamie County budgets.	
Intersystem = Nicolet Federated Library System and OWLS payment for service to residents of Shawano County.	
2022 OWLS Support=WAU 118,483 + OUT 20,476 + Intersystem 22,909	
2023 OWLS Support=WAU 118,411 + OUT 18,646 + Intersystem 19,301 (OWLS: 971; NFLS: 18,330)	
2024 OWLS Support=WAU 112,180 + OUT 25,277 + Waushara 109 + Intersystem 26,711 (OWLS: 1,876; NFLS: 24,835)	
2025 OWLS Support Proposed=WAU 111,681 + OUT 26,032 + Waushara 12 + Intersystem 27,857 (OWLS: 2,483; NFLS: 27,857)	

Projected Annual Costs for 2025	
OWLSnet fee:	\$16,126
WPLC Buying Pool Share:	\$1,702
Other IT fees:	\$934

Clintonville Public Library
2025 Budget-Expenditures

Account #	Description	2024 BUDGET	2024 TO DATE	2024 ESTIMATE	PROPOSED 2025
204-41-55110-1100	Staff Salaries	205,991.00	84,989.20	202,856.00	211,980.00
204-41-55110-1110	Janitor Salaries	19,891.00	7,246.85	15,926.00	16,300.00
204-41-55110-1500	Benefits	94,080.00	29,437.72	66,463.00	94,447.00
Total Salaries		319,962.00	121,673.77	285,245.00	322,727.00

Account #	Description	2024 BUDGET	2024 TO DATE	2024 ESTIMATE	PROPOSED 2025
204-41-55110-2100	Information Technology	17,000.00	17,513.24	28,400.00	18,000.00
204-41-55110-2250	Telephone	2,600.00	1,248.90	2,303.00	2,200.00
204-41-55110-2260	Gas	4,700.00	3,219.62	4,171.00	4,700.00
204-41-55110-2270	Water/Elec.	10,000.00	4,501.35	10,435.00	10,000.00
204-41-55110-3110	Postage	700.00	446.48	800.00	700.00
204-41-55110-3112	Copies	2,500.00	858.01	2,871.00	2,500.00
204-41-55110-3122	Staff Development	1,500.00	288.06	1,788.00	1,000.00
204-41-55110-3123	Maintenance Supplies	1,500.00	475.70	1,300.00	1,500.00
204-41-55110-3150	Office Supplies	3,000.00	1,051.12	2,800.00	3,000.00
204-41-55110-3260	Subscriptions/Periodicals	150.00	49.97	500.00	150.00
204-41-55110-3261	Publishing	0.00	0.00	200.00	0.00
204-41-55110-3269	Adult Books	10,697.00	4,692.12	13,304.00	10,914.00
204-41-55110-3270	Juvenile Books	10,688.00	4,265.56	13,304.00	10,914.00
204-41-55110-3272	eContent	7,000.00	3,873.42	7,382.00	7,800.00
204-41-55110-3280	Programming	3,000.00	3,141.43	6,142.00	3,000.00
204-41-55110-3285	A/V Materials-Adult	3,500.00	1,214.37	4,000.00	3,500.00
204-41-55110-3286	A/V Materials-Juvenile	3,000.00	1,115.68	3,500.00	3,000.00
204-41-55110-3310	Travel & Training Expenses	1,500.00	623.20	1,600.00	1,000.00
204-41-55110-3490	Other Expenses	1,000.00	700.73	2,700.00	1,000.00
204-41-55110-3560	Repair/Maintenance	4,000.00	5,778.70	13,000.00	4,000.00
204-41-55110-5110	Insurance - Buildings	3,676.00	3,664.32	3,664.00	3,924.00
204-41-55110-5130	Insurance - Gen. Liability	1,860.00	1,055.30	1,860.00	1,662.00
Subtotal		93,571.00	59,777.28	126,024.00	94,464.00
Total Operating Expenses		413,533.00	180,395.75	411,269.00	417,191.00