

MEETING:	GERMANTOWN COMMUNITY LIBRARY BOARD
DATE AND TIME:	Wednesday, December 20, 2023 6:00 PM
LOCATION:	Germantown Community Library N112W16957 Mequon Road

AGENDA

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. **APPROVAL OF AGENDA:**
- IV. **APPROVAL OF MINUTES:**
 - A. November 29, 2023 Meeting Minutes
- V. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.)*
- VI. **FINANCIAL MATTERS:**
 - A. Treasurer's Report
 - B. Accounts Payable
 - C. Budget Reports
- VII. **REPORTS:**
 - A. Correspondence
 - B. Village Reports
 - C. County Reports
 - D. System Reports
 - E. President's Report
 - F. Director's Report
- VIII. **UNFINISHED BUSINESS**
- IX. **NEW BUSINESS:**
- X. **ADJOURNMENT:**

The next regular meeting of the Germantown Community Library Board will be on Wednesday, January 24, 2024 at 6:00 p.m.

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through

LIBRARY BOARD AGENDA

December 20, 2023

Page 2

appropriate aids and services. For additional information or to request this service, please contact the Assistant Director at (262) 253-7760, ext. 2002 or clloyd@germantownlibrarywi.org at least 48 hours prior to the meeting.

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: December 20, 2023

PLACEMENT: Action Item

ITEM TITLE: November 29, 2023 Meeting Minutes

SUBMITTED BY: Connie Lloyd, Asst. Director

SUMMARY EXPLANATION:

Review attached Library Board meeting minutes from November 29, 2023.

ATTACHMENT:

1. Library Board Meeting Minutes 11-29-23

RECOMMENDATION:

Approve minutes as presented.

ACTION BY Committee:

MEETING:	GERMANTOWN COMMUNITY OF THE LIBRARY BOARD
DATE AND TIME:	Wednesday, November 29, 2023 6:00 PM
LOCATION:	Germantown Community Library N112W16957 Mequon Road

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

The regular meeting of the Germantown Community Library was called to order by President Joyce Nelson at 06:03 PM..

II. **ROLL CALL:**

Present: Library Board President Joyce Nelson, Library Board Member Charlene Brady, Library Board Member Joletta Kerpan, Library Board Member Darlene Vosen, Library Board Member Christa Potratz, Library Board Member Jacob Misiak, Trustee Jan Miller

Absent:

Excused:

Also present: Library Director Trisha Smith, Assistant Library Director Connie Lloyd, Dan Ho, and Kristine Huber

III. **APPROVAL OF AGENDA:**

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Charlene Brady

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

IV. **APPROVAL OF MINUTES:**

A. October 18, 2023 Meeting Minutes

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Christa Potratz

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

- V. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.)*
None

VI. **FINANCIAL MATTERS:**

A. Treasurer's Report

Motion: Approve Treasurer's Report as presented

Motioned By: Joyce Nelson

Seconded By: Jan Miller

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

Motion: Approve CD #5 Renewal at 23 months and 5.50% interest rate

Motioned By: Jan Miller

Seconded By: Joyce Nelson

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

Motion: Approve CD #2 Renewal at 15 months and 5.40% interest rate

Motioned By: Jan Miller

Seconded By: Joyce Nelson

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

B. Accounts Payable

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Joyce Nelson

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

C. Budget Reports

The Board asked Smith to verify the number of months are reflected in the budget report for the Utilities account.

VII. REPORTS:

A. Correspondence

President Nelson sent out thank you letters to the following donors:

Todd and Beth Ribnek - \$250 (Patio Project)

Matthew and Renee Totsky - \$250 (Building Expansion)

B. Village Reports

Trustee Miller provided a summary of the past Village Board meeting. The Village Board passed the proposed 2024 budget, which included the full amount of budget cuts to the Library, by a 5-3 vote. Robert Warren was appointed to fill the vacancy of Trustee Dennis Myers until the spring 2024 election.

C. County Reports

None.

D. System Reports

None.

E. President's Report

Nelson mentioned there will be clean-up and reformatting of the Library Board Agenda in 2024. After discussion, it was decided to present this in the December packet for Board review.

F. Director's Report

Smith reviewed her submitted Director's Report.

VIII. UNFINISHED BUSINESS:

A. 2024 Library Board Monthly Meeting Dates

The proposed 2024 Library Board meeting dates were reviewed. It was suggested to change the March meeting from the fourth Wednesday, 3/27, to the third Wednesday, 3/20, due to not being able to have a quorum on 3/27.

Motion: Approve with the change from March 27 to March 20, 2024.

Motioned By: Darlene Vosen

Seconded By: Joyce Nelson

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

B. 2024 Library Budget

There was discussion regarding the challenges and impact the level of the \$100,000 in budget cuts will have on the library's 2024 services. Alternative approaches to applying the budget cuts were presented by trustees Potratz, Brady, and Miller. Smith provided feedback regarding the suggestions and made note of those that could be further evaluated throughout the year.

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Joyce Nelson

On roll call vote:

Yes: Joyce Nelson, Darlene Vosen, Joletta Kerpan, Jacob Misiak

No: Jan Miller, Charlene Brady, Christa Potratz

Abstain: None

Motion Passed (Yes 4, No 3, Abstained 0)

IX. NEW BUSINESS:

- X. CLOSED SESSION:** *The Germantown Community Library Board may go into closed session as per Wis.Stats.19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and then re-enter open session to take action as it deems appropriate.*

A. Approval of Wage Increases for Library Staff

Nelson called the meeting into closed session at 7:30 p.m. to discuss approval of the library staff wage increases for 2024.

B. Reconvene into Open Session with Possible Action

President Nelson reconvened the meeting into open session at 7:43 p.m. to vote on the proposed library staff wage increases for 2024.

Motion: Approve Library Staff Wage Increases for 2024 as presented

Motioned By: Joyce Nelson

Seconded By: Darlene Vosen

Yes: Joyce Nelson, Darlene Vosen, Joletta Kerpan, Jacob Misiak

No: Jan Miller, Charlene Brady, Christa Potratz

Abstain: None

Motion Passed (Yes 4, No 3, Abstained 0)

XI. ADJOURNMENT:

President Nelson adjourned the meeting at 7:45 p.m.

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: December 20, 2023

PLACEMENT: Action Item

ITEM TITLE: Treasurer's Report

SUBMITTED BY: Darlene Vosen, Library Board Member

SUMMARY EXPLANATION:

Review and approve the Treasurer's Report.

ATTACHMENT:

1. GCL Treasurer Report 12-14-23

RECOMMENDATION:

Approve the submitted Treasurer's Report.

ACTION BY Committee:

Germantown Community Library Board

Financial Report December 14, 2023

By Darlene Vosen

Bank Five Nine GCL Board Checking Account

Balance 11/21/23 per online statement		\$3,760.12
Deposit 12/1 Bricks, plaque, Programming Supplies, & Early Literacy	+\$1,141.28	
Balance 12/14/23 per online statement		\$4,901.40

Bank Five Nine GCL Board Savings Account

Balance 11/21/23 per on-line statement		\$5,072.25
Interest November	+\$0.42	
Balance 12/14/23 per on-line statement		\$5,072.67

Bank Five Nine GCL Building Account (*included in, but accounted for separately)

Balance 11/21/23 per on-line statement		\$17,846.73
Deposit 12/1 Patio/Expansion donations	+\$1,229.83	
Interest November	+\$2.19	
Deposit Interest CD #5 (8801)	+\$410.91	
Deposit Interest CD #2 (4025)	+\$113.31	
Balance 12/14/23 per on-line statement		\$19,602.97

***Penny Jug Fund/Art Work = \$2,300.74 (total)**

***RAO Account (technology/from Guaranty 7/27/18) = \$2,752.45 (total)**

***Expansion \$1,493.50 + \$410.91 + \$113.31 + \$25.09 + \$2.19 = \$2,045.00**

***Patio Expansion \$11,300.04 + \$301.45 + \$861.78 + \$41.51 = \$12,504.78**

Bank Five Nine Building Fund CD Account

CD #1 Furniture (5708) Balance 1/5/23 per bank statement	\$16,792.60
3.75% Interest 13 months (bump used 10/24) (mature 2/5/24)	
CD #2 Furniture (4025) Balance 12/4/23 per bank statement	\$15,000.00
Interest earned \$113.31	
5.29/5.40% Interest 15 months (mature 3/4/25)	
CD #3 Furniture (5608) Balance 11/8/23 per bank statement	\$15,000.00
5.29/5.4% Interest 15 months (mature 2/6/25)	
CD #4 Furniture (3991) Balance 4/4/23 per bank statement	\$15,000.00
4.57/4.65% Interest 15 months (mature 7/4/24)	
CD #5 Furniture (8801) Balance 11/30/23 per bank statement	\$10,000.00
Interest earned \$410.91	
5.39/5.50% Interest 23 months (mature 10/31/25)	
CD #6 Expansion (8989) Balance 4/27/23 per bank statement	\$10,000.00
4.57%/4.65% Interest 15 months (mature 7/27/24)	
Furniture & Equipment (\$70,000.00) + Expansion (\$11,792.60) = \$81,792.60	

2023 GCLB Checking Account:

--GCL Usborne Book Sale SRP Funds (in GCLB check acct): **\$1,845.01**

--Early Literacy Fund (in GCLB check account): **\$515.46 + \$11.28 = \$526.74 (total)**

--Programming Supplies (in GCLB check account): **\$330.00 (total)**

--2022/23 Funds for Books &/or Materials (in GCLB checking account)

Glunz Donation (10/03/22): \$1,000/\$15.98 (left)

Cash anonymous donation (10/03/22): \$50.00

Total = \$65.98 (left to spend)

2.

--Patio Expansion 2023 (in GCLB checking account)

5/30 Bricks/Tasker \$250.00/Bosch \$100.00/Nash \$100.00

6/29 Brick Kuchta \$100

11/14 Brick Ribnek \$250

12/1 Brick Furger \$100/Kreklow \$100

12/1 Plaque Glueckstein \$500

Total = \$1,500.00 – (cost of bricks/shipping) =?

--Building Expansion 2023 (in GCLB checking account)

11/14 Brick Totsky \$250

12/1 Brick Becker \$100

Total = \$350.00 – (cost of bricks/shipping) = ?

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: December 20, 2023

PLACEMENT: Action Item

ITEM TITLE: Accounts Payable

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

Review and approved the attached library accounts payables.

ATTACHMENT:

1. Accounts Payable (pt. 1)
2. Accounts Payable (pt. 2)
3. Accounts Payable (pt. 3)

RECOMMENDATION:

Approve the submitted library accounts payables

ACTION BY Committee:

Village of Germantown, WI - PRODUCTION



INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/11 TO 2023/11									
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	CHECK	RUN	CHECK	DESCRIPTION
10570000									Library
10570000 462900									Library Fines & Fees
100365 FRIENDS OF	1102FGL	0	2023 11	INV	P	186.64	231110		341 OCTOBER SALES
101309 GERMANTOWN COMMUNITY	CCSALES1021	0	2023 11	INV	P	301.45	231117		418 CREDIT CARD SALES -
						488.09			ACCOUNT TOTAL
10570000 521400									Library Life Insurance
100933 SECURIAN FINANCIAL G	SECUR1107	0	2023 11	INV	P	124.86	231110		381 POLICY# 002832L
						124.86			ACCOUNT TOTAL
10570000 531010									Library Office Supplies
100201 COMPLETE OFFICE	572150	0	2023 11	INV	P	34.95	231122		458
100201 COMPLETE OFFICE	583648	0	2023 11	INV	P	78.97	231122		458
						113.92			
						113.92			ACCOUNT TOTAL
10570000 531080									Library Professional Dev
101210 WISCONSIN LIBRARY AS	19207	0	2023 11	INV	P	20.00	231122		496
						20.00			ACCOUNT TOTAL
10570000 531100									Library Books
100092 BAKER & TAYLOR	2037879595	0	2023 11	INV	P	446.75	231122		453
100092 BAKER & TAYLOR	2037885477	0	2023 11	INV	P	452.44	231122		453
100092 BAKER & TAYLOR	2037890391	0	2023 11	INV	P	369.44	231122		453
100092 BAKER & TAYLOR	2037901628	0	2023 11	INV	P	452.91	231122		453
100092 BAKER & TAYLOR	2037912553	0	2023 11	INV	P	419.90	231122		453
100092 BAKER & TAYLOR	2037920917	0	2023 11	INV	P	754.78	231122		453
100092 BAKER & TAYLOR	2037929695	0	2023 11	INV	P	290.73	231122		453
						3,186.95			
100477 INGRAM LIBRARY SERVI	78268199	0	2023 11	INV	P	22.19	231122		469
100477 INGRAM LIBRARY SERVI	78437273	0	2023 11	INV	P	34.18	231122		469
100477 INGRAM LIBRARY SERVI	78591801	0	2023 11	INV	P	34.18	231122		469
100477 INGRAM LIBRARY SERVI	78717206	0	2023 11	INV	P	22.19	231122		469
						112.74			
						3,299.69			ACCOUNT TOTAL
10570000 531430									Library Book Processing
100955 SHOWCASES	327505	0	2023 11	INV	P	55.30	231122		490
100955 SHOWCASES	327506	0	2023 11	INV	P	30.35	231122		490
						85.65			

Village of Germantown, WI - PRODUCTION



INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/11 TO 2023/11										
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR TYP S			CHECK	RUN	CHECK	DESCRIPTION
ACCOUNT TOTAL							85.65			
10570000 531460				Library Audio Visual						
101265	PLAYAWAY	445025	0	2023	11	INV P	58.49	231122		485
101265	PLAYAWAY	445860	0	2023	11	INV P	253.46	231122		485
101265	PLAYAWAY	446539	0	2023	11	INV P	67.49	231122		485 KILLING THE WITCHES
							379.44			
ACCOUNT TOTAL							379.44			
10570000 531470				Library Computer Service						
100402	GORDON FLESCH COMPAN	IN14406455	0	2023	11	INV P	8.04	231122		464
100713	MIDWEST TAPE	504295327	0	2023	11	INV P	992.71	231122		479 AUGUST
100713	MIDWEST TAPE	504578618	0	2023	11	INV P	1,032.04	231122		479 OCTOBER
							2,024.75			
100735	MONARCH LIBRARY SYST	416012	0	2023	11	INV P	500.00	231122		481
ACCOUNT TOTAL							2,532.79			
ORG 10570000 TOTAL							7,044.44			
FUND 10		General Fund	TOTAL:				7,044.44			

** END OF REPORT - Generated by Trisha Smith **

Germantown Community Library

Credit Card Purchases - October 2023

Updated: 12/15/2023

ORG	OBJECT	DESCRIPTION	EFF DATE	REFERENCE	AMOUNT	VDR NAME/ITEM DESC
10570000	531080	Library Professional Dev	10/25/2023	PCARD	545.08	Unknown
10570000	531190	Marketing & Promotion	10/25/2023	PCARD	31.00	Unknown
10570000	531190	Marketing & Promotion	10/25/2023	PCARD	76.00	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	45.69	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	107.44	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	44.99	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	30.78	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	63.70	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	66.98	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	17.99	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	169.19	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	30.95	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	18.19	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	20.98	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	-0.99	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	34.96	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	11.97	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	22.47	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	14.99	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	12.96	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	19.96	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	50.54	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	81.40	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	68.52	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	21.98	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	11.99	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	81.92	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	22.92	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	29.99	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	14.99	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	36.65	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	17.95	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	91.79	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	74.89	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	39.95	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	11.89	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	39.96	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	36.95	Unknown
10570000	531460	Library Audio Visual	10/25/2023	PCARD	-18.89	Unknown
10570000	531470	Library Computer Service	10/25/2023	PCARD	158.15	Unknown
10570000	531470	Library Computer Service	10/25/2023	PCARD	106.39	Unknown
10570000	531470	Library Computer Service	10/25/2023	PCARD	25.30	GERMANTOWN ACE HARDWARE LLC
10570000	531470	Library Computer Service	10/25/2023	PCARD	44.00	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	24.28	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	126.85	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	17.19	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	51.70	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	55.23	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	142.08	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	122.95	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	63.90	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	171.03	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	48.73	Unknown

10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	4.99	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	222.78	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	40.16	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	-4.86	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	163.01	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	32.06	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	17.28	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	14.33	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	6.32	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	8.25	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	144.47	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	28.97	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	25.05	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	50.00	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	13.29	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	430.42	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	121.14	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	12.11	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	89.40	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	209.58	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	10.54	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	58.00	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	7.37	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	79.11	Unknown
10570000	531490	Library Program Supplies & Exp	10/25/2023	PCARD	69.62	Unknown
10570000	532080	Library Outreach	10/25/2023	PCARD	179.82	Unknown
10570000	532080	Library Outreach	10/25/2023	PCARD	16.66	Unknown
10570000	532080	Library Outreach	10/25/2023	PCARD	25.90	Unknown
10570000	532080	Library Outreach	10/25/2023	PCARD	26.99	Unknown
10570000	532080	Library Outreach	10/25/2023	PCARD	8.21	Unknown

Germantown Community Library

Credit Card Purchases - November 2023

Updated: 12/15/2023

ORG	OBJECT	DESCRIPTION	EFF DATE	REFERENCE	AMOUNT	VDR NAME/ITEM DESC
10570000	531460	Library Audio Visual	11/10/2023	PCARD	29.94	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	39.92	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	11.99	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	19.99	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	17.96	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	14.96	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	-1.20	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	19.96	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	16.99	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	12.69	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	19.94	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	21.34	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	42.92	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	19.96	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	12.96	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	45.06	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	24.99	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	15.17	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	76.00	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	13.97	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	19.96	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	9.99	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	19.96	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	19.98	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	13.99	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	18.79	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	10.89	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	9.99	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	-0.10	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	-2.02	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	-9.99	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	19.99	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	35.80	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	14.99	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	40.35	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	29.99	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	48.93	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	93.88	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	57.99	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	93.42	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	10.95	Unknown
10570000	531460	Library Audio Visual	11/10/2023	PCARD	649.90	MILWAUKEE JOURNAL SENTINEL
10570000	531460	Library Audio Visual	11/10/2023	PCARD	44.00	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	33.74	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	880.50	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	63.03	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	51.42	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	7.99	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	218.36	Unknown

10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	188.98	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	33.70	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	38.31	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	12.67	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	63.21	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	84.78	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	10.54	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	8.48	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	18.66	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	7.37	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	116.18	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	26.97	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	45.03	Unknown
10570000	531490	Library Program Supplies & Exp	11/10/2023	PCARD	29.33	Unknown
10570000	532080	Library Outreach	11/10/2023	PCARD	110.88	MENARDS
10570000	532080	Library Outreach	11/10/2023	PCARD	25.76	MENARDS
10570000	532080	Library Outreach	11/10/2023	PCARD	7.22	Unknown
10570000	532080	Library Outreach	11/10/2023	PCARD	29.24	Unknown
10570000	532080	Library Outreach	11/10/2023	PCARD	8.97	Unknown
10570000	532080	Library Outreach	11/10/2023	PCARD	33.34	Unknown
10570000	532080	Library Outreach	11/10/2023	PCARD	31.97	MENARDS
10570000	532080	Library Outreach	11/10/2023	PCARD	17.34	Unknown
10570000	532080	Library Outreach	11/10/2023	PCARD	14.25	Unknown
10570000	532080	Library Outreach	11/10/2023	PCARD	15.06	Unknown

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: December 20, 2023

PLACEMENT: Presentation

ITEM TITLE: Budget Reports

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

Review the attached library budget reports.

ATTACHMENT:

1. Budget Reports 12-20-23

RECOMMENDATION:

ACTION BY Committee:

Village of Germantown, WI - PRODUCTION



YEAR-TO-DATE BUDGET REPORT

FOR 2023 09									
ACCOUNTS 10	FOR: General	Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10570000 Library									
10570000 432600	County Library		-320,000	0	-320,000	-300,987.45	.00	-19,012.55	94.1%*
10570000 462900	Library Fines &		-10,000	0	-10,000	-9,764.73	.00	-235.27	97.6%*
10570000 463000	Library System		0	0	0	-7,843.16	.00	7,843.16	100.0%
10570000 511000	Library Reg Sal		215,675	0	215,675	168,996.56	.00	46,678.44	78.4%
10570000 511100	Library PT Sala		338,920	0	338,920	272,561.86	.00	66,358.14	80.4%
10570000 511200	Library Board		1,200	0	1,200	570.00	.00	630.00	47.5%
10570000 521000	Library Social		41,296	0	41,296	32,594.77	.00	8,701.23	78.9%
10570000 521100	Library State R		26,970	0	26,970	26,410.59	.00	559.41	97.9%
10570000 521200	Library Health		69,073	0	69,073	72,236.52	.00	-3,163.52	104.6%*
10570000 521300	Library Dental		2,895	0	2,895	3,971.25	.00	-1,076.25	137.2%*
10570000 521400	Library Life In		1,241	0	1,241	1,062.59	.00	178.41	85.6%
10570000 531000	Library Gen Sup		10,000	0	10,000	5,879.78	.00	4,120.22	58.8%
10570000 531010	Library Office		5,000	0	5,000	3,166.43	.00	1,833.57	63.3%
10570000 531030	Library Postage		2,000	0	2,000	723.58	.00	1,276.42	36.2%
10570000 531080	Library Profess		5,000	0	5,000	6,244.19	.00	-1,244.19	124.9%*
10570000 531100	Library Books		62,000	0	62,000	34,267.35	.00	27,732.65	55.3%
10570000 531190	Marketing & Pro		10,000	0	10,000	10,145.13	.00	-145.13	101.5%*
10570000 531240	Library Travel		1,000	0	1,000	637.32	.00	362.68	63.7%
10570000 531430	Library Book Pr		10,000	0	10,000	9,303.75	.00	696.25	93.0%
10570000 531440	Library Periodi		8,000	0	8,000	4,962.65	.00	3,037.35	62.0%
10570000 531460	Library Audio V		22,000	0	22,000	13,486.92	.00	8,513.08	61.3%
10570000 531470	Library Compute		40,000	0	40,000	22,147.47	.00	17,852.53	55.4%
10570000 531490	Library Program		24,000	0	24,000	23,789.17	.00	210.83	99.1%
10570000 532080	Library Outreac		4,000	0	4,000	2,475.67	.00	1,524.33	61.9%
10570000 552300	Library System		23,000	0	23,000	23,028.31	.00	-28.31	100.1%*
10570000 561000	Library Buildin		68,000	0	68,000	38,722.20	.00	29,277.80	56.9%
10570000 561400	Library Telepho		4,000	0	4,000	3,760.27	.00	239.73	94.0%
10570000 571000	Library Insuran		5,993	0	5,993	5,323.23	.00	669.77	88.8%
TOTAL Library			671,263	0	671,263	467,872.22	.00	203,390.78	69.7%
TOTAL General Fund			671,263	0	671,263	467,872.22	.00	203,390.78	69.7%
TOTAL REVENUES			-330,000	0	-330,000	-318,595.34	.00	-11,404.66	
TOTAL EXPENSES			1,001,263	0	1,001,263	786,467.56	.00	214,795.44	

Village of Germantown, WI - PRODUCTION



YEAR-TO-DATE BUDGET REPORT

FOR 2023 09							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	671,263	0	671,263	467,872.22	.00	203,390.78	69.7%
** END OF REPORT - Generated by Trisha Smith **							

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: December 20, 2023

PLACEMENT: Presentation

ITEM TITLE: Director's Report

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

Review attached Director's Report and attachments.

ATTACHMENT:

1. Director's Report
2. Director's Report (pt. 2 - Winter & Spring Programming Brochure)
3. Director's Report (pt. 3 - Hours Press Release)
4. Director's Report (pt. 4 - 2024 Sponsorship Brochure)
5. Director's Report (pt. 5 - 2024 Hours Graphics)
6. Director's Report (pt. 6 - Express News 11-25-2023)
7. Director's Report (pt. 6 - Express News 12-9-2023)

RECOMMENDATION:

ACTION BY Committee:

Director's Report: December 2023

STATE OF WISCONSIN

MONARCH LIBRARY SYSTEM

- The Monarch Library System Directors met on Thursday, December 14 at the Beaver Dam Community Library. Testing continues with Vega updates. Universal Class was renewed for three years. Daily patron notices were changed from 7am to 8am (this will not affect any other notices). A Circulation Task guide was prepared by the Circulation Committee. A 6-month recall option was added to for items that have been checked out more than six times by the same patron. Integrated Library System (ILS) Committee Standards were updated. Monarch Library System Directors Council Bylaws were updated. A presentation of the new Monarch Connect & Share Makerspace was given. Directors had their annual holiday get together after the meeting.
- Agendas and minutes of individual meetings can be found on the Monarch Library System website: <https://monarchlibraries.org/library-director-meetings/>

WASHINGTON COUNTY - NONE

VILLAGE OF GERMANTOWN:

- The Village Board met on Monday, December 4.
 - The 2024 Non-Union Merit Pool was passed.
- The General Government & Finance and Village Board met on Monday, December 18.
- Agendas and minutes of individual meetings can be found on the Civic Clerk Portal: <https://germantownwi.portal.civicclerk.com/>
- Recordings can be found on YouTube at: <https://www.youtube.com/@villageofgermantownwiscons871/streams>

FRIENDS OF THE GERMANTOWN COMMUNITY LIBRARY

- The Friends of the Germantown Community Library will meet on Monday, December 18.
- The annual Holiday Book & Basket Sale will run from Saturday, November 11 – Saturday, December 30. Over 270 baskets were made by the Friends!

DONATIONS:

- Deutschstadt Heritage Foundation: \$1,000 (Library Board / Patio / N112W16240 Mequon Rd / Germantown, WI 53022)
- Daniel Pagliaro: \$4,225 (Library Board / Materials / 1550 Highland / Hubertus, WI 53033)
- Donation Jars:
 - Expansion: \$0.00
 - Patio Expansion: \$143.04
 - Early Literacy: \$5.41
 - Programming Supplies: \$20

DEPOSITS:

STATISTICS:

- Previous Month & Annual Circulation:
 - Physical: **23,318** (5.7% from 2022 / 5.7% YTD)
 - Digital: **5,482** (29.7% from 2022 / 12.0% YTD)
 - Total: **28,800** (9.5% from 2022 / 6.9% YTD)
 - Outreach: **894** (52.6% from 2022 / 46.2% YTD)

PROGRAMMING:

- Ongoing Programs (monthly):
 - Youth: Storytime (8) (new time), Family Fun Nights & Special Programs
 - Teen: Teen Advisory Board, Make It Crafts (3) & Special Programs
 - Adult: Book Groups (6), Make It Crafts (3) (every other month), Puzzle Days, Stitch with Me, Cook with a Book, Job Center & Special Programs
 - Outreach: Senior Center Visits (5), Home Delivery, Library Presents (Senior Center), What Are You Reading Book Group (Gables), Preschool Reading (Jackson Community Center) & Special Events
- New brochure for January – April 2024 is out for the public. This includes programs for all ages (attached).
- Upcoming Programs & Outreach Calendar: <https://germantownlibrarywi.libcal.com/>

IN THE NEWS:

- 'Germantown board approves village budget (Express News, Nov 25)
- 'Germantown library announces changes in hours starting in 2024' (Express News, Dec 9)

DIRECTOR CONTINUING EDUCATION HOURS (100 HOURS EVERY 5 YEARS – EXPIRES IN 12/2027)

DIRECTOR MEETINGS, PROGRAMS & OUTREACH (PAST):

- Mon, Dec 4 – Village Administrator
- Mon, Dec 4 – Village Board (online)
- Wed, Dec 6 – Department Head
- Thurs, Dec 14 – Monarch Directors
- Mon, Dec 18 – Friends of the Library
- Mon, Dec 18 – Make It Crafts (3)
- Mon, Dec 18 – Village General Government & Finance (online)
- Mon, Dec 18 – Village Board (online)
- Wed, Dec 20 – Department Heads
- Wed, Dec 20 – Library Board
- Wed, Dec 27-Fri, Dec 28 - Vacation

DEPARTMENT UPDATES

MANAGEMENT & GENERAL STAFF (TRISHA)

- The library will be closed for the holidays on Saturday, December 23-Tuesday, December 26 & Monday, January 1.
- New library hours will start Tuesday, January 2. A press release, graphics and sponsorship opportunities were sent to the media. There is also a Giving Tree in the lobby for donations for programming and the Patio Project (attached).

- Monday-Thursday: 9:30am-7:30pm
- Friday: 9:30am-5pm
- Saturday: 9:30am-3pm
- Hoopla will no longer be available starting Monday, January 1



Giving Tree in the Lobby



Staff in the Christmas Parade



New Hours Graphic & Flyers for Patrons

YOUTH & TEEN SERVICES (JACKIE)

- Youth Services Librarian attended the WLA Performer Showcase conference on Friday, December 8.
- December programs included Holiday crafts and treats on Saturday, December 2, Taste Test Thursday on Thursday, December 7, DnD one-shot on Friday, December 8 and Family Fun Nights on Thursday, December 14. The holiday crafts program had over 150 in attendance.
- A Gingerbread Contest
- Began weeding beginning reader non-fiction.
- Preschool & Baby/Toddler storytime will be at 10am starting on Tuesday, January 16 & Wednesday, January 17.



Gingerbread Man Disguise Contest



A Few Youth Entries



St. Boniface Visited for Halloween

ADULT SERVICES (LYNN)

- Adult Services Librarian was trained in "Vitality", the Village's new employee wellness program, on Monday, December 4 and "Elevate", the Village's new employee financial wellness program, on Tuesday, December 5.
- Adult Services programming welcomed historical performer Jessica Michna back to the Library on Tuesday, December 5, for "Christmas at Balmoral" with over 40 people in attendance. Adult program attendance continues to increase but still not at pre-pandemic levels.
- Adult Services Librarian attended the WISCAT users online meeting on Wednesday, December 6.
- Adult Services Librarian attended the Village Wellness Committee meeting on Monday, December 11.
- Adult Services Librarian participated in Leadership Germantown on Thursday, December 14.
- Adult Services staff have received training in BadgerLink updates.

- Weeding has been done in the cookbook section.



English Paper Piercing Class



Jessica Michna



Leadership Germantown Annual Tour

OUTREACH SERVICES (CARA)

- The Breakfast with Santa event was held on Sunday, December 17. I provided a raffle basket, 450 goodie bags as well as another 180 crafts to give away.
- The Battle of the Books partnership event has kicked off. This year I am partnering with Kennedy Middle School, Germantown High School, Amy Belle Elementary School and MacArthur Elementary School. This is quadruple the number of schools from last year. Battles start in January.
- I have constructed a giving tree display in the lobby for financial support with programming. This display will be up until Saturday, January 13 and will support programs for the youth, adult, teen and outreach departments as well as the patio project.



Breakfast with Santa Letters



Battle of the Books



Library Tree at Fireman's Park

CIRCULATION SERVICES (DIANE)

- Met with Circulation Team to review use of new phones, Winter Reading Program, new schedules for 2024.
- Working with Assistant Director to list, update and assign circulation desk procedures.
- Prepared treat bags for Page I staff.
- Prepared January-April Saturday schedules for 2024.
- Reviewed changes to Saturday schedules due to staffing changes with the Circulation Team.



A Busy Day of Returns after the Holidays



Promoting Sale Items



Friends Annual Book & Basket Sale

TECH SERVICES (CONNIE)

- Tonies were added as a new offering in the Youth Services Department.



New Tonies Collection



New Holiday Puzzles Added



New Board Games Added

ADMIN & PERSONNEL (CONNIE)

- Completed changing staff schedules to match the reduction in operating hours starting 1/2/24. Met with each staff member to discuss their schedule changes.
- Met with each staff to review their annual merit pay increase effective 1/1/24.
- Held a staff potluck holiday luncheon on 12/15/24.
- Working on workflow and procedure changes related to reducing operating hours as of 1/2/24.
- Continue to work with Village Hall on use of Tyler Munis Financial system at the library.

TECHNOLOGY / STATISTICS (CONNIE)

- Successfully replaced the library portion of the village-wide ESI/AT&T phone system replacement with Crexendo on 12/11/23. Customization and training with staff took place during the week.
- Removed the Pitney Bowes postage meter on 12/12/23 due to 2024 budget cuts.

BUILDING MANAGEMENT & GROUNDS (CONNIE/DIANE)

- DPW coordinated the replacement of parts in the library building air handler unit.

Winter Check-Out Club

JANUARY 2 - FEBRUARY 17

**FOR ANY 5 ITEMS CHECKED OUT,
YOU HAVE A CHANCE TO WIN AWESOME PRIZES!**

FOR ALL AGES

60th Anniversary Party



Monday April 8th @ 5:30pm

COMMUNITY ENGAGEMENT & FUNDRAISING EVENTS

Let's Get Planting:

March 4-March 30

Thanks to a generous donation from Fleet Farm, we are excited to offer our extremely popular seed program once again this year! Every time you check out library material you will get seeds - with new types each week!



Shout out to Scouts:

Do you know a scout looking to earn a merit badge in either reading or genealogy? We have a merit badge counselor who can help! These would be great badges to work on over the cool winter months!



Home Delivery:

Did you know that the Germantown Community Library offers home delivery? This is a wonderful alternative way to get all your favorite library materials during these cold and snowy months! Interested? Please call 262.305.6996.



THANK YOU FRIENDS



Thank you so much to the Friends of the Germantown Community Library that sponsor many of our programs as well as our Adventures Passes, Library of Things & Vox/Wonderbook collections! Last year the Friends donated \$13,000+ to the library!

Learn more at:
<https://germantownlibraryfriends.org/>

WE NEED YOUR HELP!

As part of the 2024 village-wide budget cuts, the library had to cut \$100,000 in library hours, programs & services. Learn how you can help by visiting:
<https://germantownlibrarywi.org/donations-volunteering/>



LIBRARY EVENTS

January - April 2024

**GERMANTOWN
COMMUNITY LIBRARY**



**BUILD CONNECTIONS
ENRICH LIVES**

**N112 W16957 Mequon Rd
Germantown, WI 53022
(262) 253-7760**

www.germantownlibrarywi.org

NEW LIBRARY HOURS START JAN 2:

Monday - Thursday: 9:30am - 7:30pm

Friday: 9:30am - 5pm

Saturday: 9:30am - 3pm



MONTHLY YOUTH PROGRAMS:

FAMILY FUN NIGHTS: 2nd Thursday @ 6:00 - 7:00 pm

Indoor Snowball Fight: January 11
Unicorn Date Night: February 8
Leprechaun Dance Party: March 14
Giant Twister: April 11



Family Fun Nights are designed with 5-11 year olds in mind and are intended for the whole family to enjoy together! Registration is not required to attend.

STORYTIME:

STORYTIME SESSIONS:

Preschool Storytime:

Tuesdays @ 10:00am
January 16 - April 23

Baby/Toddler Storytime:

Wednesdays @ 10:00am
January 17 - April 24



SPECIAL YOUTH PROGRAMS:

PETS PAWTY:

Saturday, January 13 @ 10:30am - 12:30pm



TAYLOR SWIFT THURSDAY:

Thursday, February 22 @ 5:30 - 7:00pm

NO SCHOOL THURSDAY: OREGON TRAIL:

Thursday, March 7 @ 1:00pm - 7:00pm



LET'S BUILD:

Saturday, March 16 @ 12:30pm - 2:30pm



MONTHLY DROP-IN ACTIVITIES:

Visit the youth services department for fun monthly activities!

January: Cats Vs. Dogs - vote for your favorite!



February: Collaborative Heart Sticker Art



March: Book Character Tournament



April: Solar Eclipse Hunt - Free solar eclipse glasses! (Limited supply)



TEEN & TWEEN PROGRAMS:

Mon, Jan 22
@ 6-7pm

CRAFT NIGHT

TEEN LOCK IN

Fri, Feb 23
@ 6-8pm

EASTER EGG SCAVENGER HUNT
SAT, MAR 23 @ 12:30-2:30PM

Study Night Mon, Apr 15
@ 5-7pm

REGISTER FOR A PROGRAM!

Please visit the Library website event calendar to register and view more details for all upcoming events! If you need assistance, please stop by the Information Desk, the Youth Services Desk, or call the Library at (262) 253-7760.

Scan the QR code to register and view all upcoming library events!



DISCOVER MORE @ THE LIBRARY!



Borrow digital books, audiobook & magazines through Libby/Overdrive!



LIBRARY OF THINGS JUNIOR

Check out a kit from the library! Kits include board games, STEAM kits, puzzles, phonics kit, MeReaders & more!



Check out free passes to places like the Domes, Betty Brinn, YMCA & more!

NEW MAKE IT 2 GO CHECKOUT CRAFT KITS AVAILABLE ON THE 1ST OF EVERY MONTH (WHILE SUPPLIES LAST)!

ADULT PROGRAMS:

*these programs require registration

SPECIAL PROGRAMS:

WWI Exhibit (on display during all of January)
Growing Cutting Gardens (Wed, Jan 17 @ 1pm)
Preventing Fraud & ID Theft (Mon, Jan 22 @ 1pm)
*3D Fabric Snowflakes (Wed, Feb 7 @ 2pm)
Research Overseas Ancestors (Wed, Feb 27 @ 1pm)
Celtic Harp Music with Jeff Pockat (Wed, Mar 13 @ 6pm)
Eyes on the Skies (Wed, Mar 20 @ 6pm)
Genealogy of a House (Tues, Mar 26 @ 1pm)
*DIY Embroidered Necklace (Wed, Apr 3 @ 2pm)
60th Anniversary Party (Mon, Apr 15 @ 5:30-7:30pm)
Wetlands of Washington County (Tues, Apr 23 @ 6pm)

SERIES PROGRAMS:

Adult Puzzle Days

Mondays @ 9:30am-3pm (Jan 8, Feb 12, Mar 11 & Apr 8)
Coffee, tea & cocoa provided. For adults only.

*Craft Workshops (adults & ages 11+)

Mondays @ 1-2:45pm, 3-4:45pm & 5-6:45pm

Jan 15: Heart Button Art

Mar 4: Spring Bunny Signs

May 6: Flower Jars

*Stitch with Me

Wednesdays @ 2pm (Jan 24, Feb 21, Mar 20 & Apr 17)

Join us in hand embroidery and create themed kitchen towels. Registration required. You must attend all four sessions.

*Cook with a Book

Thursdays @ 1pm

Choose a recipe from a suggested cookbook or use your own. On the day of the event bring the dish & recipe to share.

Jan 18: Breakfast & Brunch

Feb 15: Wisconsin Favorites

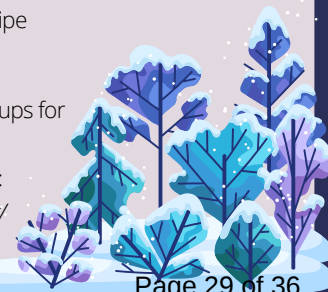
Mar 21: Pasta, Any Way You Like It

Apr 18: My Favorite Family Recipe

Adult Book Groups

The library has many book groups for adults. Stop by the library or visit our website to learn more:

<https://germantownlibrarywi.org/book-groups/>





GERMANTOWN COMMUNITY LIBRARY

N112 W16957 Mequon Rd Germantown, WI (262) 253-7760

New Hours Starting Jan 2: Mon-Thurs 9:30am-7:30pm / Fri 9:30am-5pm / Sat 9:30am-3pm

Like us on Facebook and sign-up for our newsletter for information on library services & upcoming programs!

FOR IMMEDIATE RELEASE

Thursday, December 7 2023

For more information, please contact Trisha Smith, Germantown Community Library Director at (262) 253-7760, ext. 2005 or smithp@germantownlibrarywi.org

NEW HOURS FOR GERMANTOWN COMMUNITY LIBRARY BEGINNING TUESDAY, JANUARY 2, 2024

Germantown, WI – The Germantown Community Library continues to provide vital services to the communities of Germantown, Richfield and Jackson. Last year, the library saw 92,000+ people, checked out 341,000+ items and had 21,000+ people attend programs – and numbers are set to be even higher in 2023!

Despite this growth, there will be some changes beginning next year and Germantown Community Library will be cutting \$100,000 from the library budget. These cuts will cause a change in operating hours beginning Tuesday, January 2, 2024.

News hours are as follows:

- Monday – Thursday: 9:30am-7:30pm
- Friday: 9:30am-5pm
- Saturday: 9:30-3pm

Additional cuts include:

- 10% reduction in new books, movies and other materials purchased
- Elimination of digital items available through Hoopla
- 30% reduction in programming & community engagement funding
- Reduction of part-time staff hours, marketing, supplies and staff development

The Germantown Community Library receives about 2/3 of their annual budget of about \$1.1 million from the Village of Germantown and other 1/3 from non-librariated municipalities in Washington County such as Richfield and Jackson. Library staff have been working diligently on creating a balanced budget that would cause the least effect on community members.

Despite these changes, the Germantown Community Library is committed to providing the highest level of material, services and programs to our community, but we need your help! We are looking to residents and businesses to help us maintain programs and continue to offer free resources for everyone.

Here are some ways that the community can get involved:

- Visit our Giving Tree in the lobby now through Saturday, January 13 to help fund library programs in 2024 and our Patio Project
- Donate items to the library through our Amazon Wish List at <https://a.co/4G3S0Nd>
- Checkout the Friends Annual Holiday Book & Basket sale now through December 30 and their monthly pop-up sales
- Consider a resident or business sponsorship for select events and programs in 2024
- Volunteer on a weekly basis at the library

We appreciate your continued support in keeping the library a valuable part of our community!

More information and details on 2024 sponsorships and volunteering can be found on the Germantown Community Library website at <https://germantownlibrarywi.org/donations-volunteering/>

OTHER WAYS TO HELP



Using the Library

The library receives about 1/3 of funding each year based on items checked out at the library. One of the most important ways that you can support the library is through checking out items (physical & digital), using digital resources and attending programs.

Donating Material

The library accepts new and used books, DVDs, CDs and puzzles. Material can be brought to the Front Desk year-round during regular hours.

Friends of the Germantown Community Library

Our Friends group contributes over \$12,000 each year for materials, programs and services for the library. Ways you can support the Friends include:

- Ongoing Used Book Sale & Themed Pop-up Sales in the library
- Holiday Book & Basket Sale in Nov/Dec
- Friends membership
- Attending monthly Friends meetings

For more information visit the Friends website:
<https://www.germantownlibraryfriends.org>

Amazon Wish List

Looking to donate items to help fund library programs? Visit our Amazon Wish List at:
<https://a.co/4G3S0Nd>



PATIO PROJECT

The library is currently fundraising \$60,000+ for upgrades to our outdoor patio area. Help us create a fun, welcoming and functional outdoor space for all ages that includes ADA pathways, partial fence, youth play space and updated landscaping.

Donation Levels

Acknowledgement for donations of \$50+ is listed below:

- Name on Patio Area
 - Naming Rights (one only).....\$15,000+
- Name on Sign
 - Benefactor.....\$10,000+
 - Hero.....\$5,000+
 - Champion.....\$1,000+
- Plaque in Lobby
 - Advocate.....\$500+
- Large Brick on Patio
 - Partner.....\$250+
- Small Brick on Patio
 - Ally.....\$100+
- Leaf on Tree in Children's Area
 - Supporter.....\$50+



Thank you to our sponsors so far: Leadership Germantown, Friends of the Library, Bethlehem Lutheran, Germantown Kiwanis, Roberts Frozen Custard, Menomonee Falls Chick-Fil-A, The Stillery & The Deutschstadt Heritage Foundation!

Germantown Community Library 2024 Donations & Sponsorships

WE NEED YOUR HELP!

Our library is a growing and thriving part of our community! Last year, we saw 92,000+ people, checked out 341,000+ items and had 21,000+ people attend programs!

In 2024, the Germantown Community Library will be cutting over \$100,000 from the library budget. These cuts will cause a reduction in operating hours, new materials purchased, digital resources available and number of programs offered.

We are looking to community members and businesses to help us maintain programs and continue to offer free resources for everyone.

Here's how you can help the library continue to offer great programs and services this year. We appreciate your continued support in keeping the library a valuable part of our community!



Germantown Community Library
N112 W16957 Mequon Rd
(262) 253-7760
www.germantownlibrarywi.org



Germantown Community Library
N112 W16957 Mequon Rd
(262) 253-7760
www.germantownlibrarywi.org

2024 Donations & Sponsorships

2024 Event & Series Sponsors

Sponsorship includes logo on marketing & optional table/handouts at special events or an event in the series.

Summer Party (Sat, Jun 8)

___ \$1,500 Presenting Sponsor
___ \$100 General Sponsor

Halloween Events (Oct)

___ \$1,500 Presenting Sponsor
___ \$100 General Sponsor

Holiday Event (Dec)

___ \$1,500 Presenting Sponsor
___ \$100 General Sponsor

Enchanted Library (May-Oct)

___ \$1,000 Presenting Sponsor
___ \$100 General Sponsor

Storytime (Jun-Nov)

___ \$1,000 Presenting Sponsor
___ \$100 General Sponsor

Teen/Adult Craft Events (Jan-Dec)

___ \$1,000 Presenting Sponsor
___ \$100 General Sponsor

2024 Checkout Craft Kit Sponsors

Kits go out to 600+ residents each month! Sponsorship includes logo on sign, logo on kit & option to add a 1/4 sheet or business card size handout with each kit.

___ \$250 January
___ \$250 February
___ \$250 March

___ \$250 April
___ \$250 May
___ \$250 June

___ \$250 July
___ \$250 August
___ \$250 September
___ \$250 October
___ \$250 November
___ \$250 December

2024 Summer Reading Challenge

With 1,500+ participants, our summer reading program reaches all ages! We are currently accepting donations of gift cards and coupons for restaurants local attractions & services. We appreciate any amount of coupons or gift cards- from 1 to 1,000! Sponsorship includes logo on marketing, services desks & lobby.

___ Free passes/items
___ Buy One, Get One Free Coupons

___ Gift Cards
___ Other (please list)

General Programming

Help us provide general programs.

___ \$20
___ \$50
___ \$100
___ Other _____

General Collections

Help us buy books, DVDs & Library of Things items.

___ \$20
___ \$50
___ \$100
___ Other _____

Patio Project

Help us complete our outdoor Patio Project!

___ \$50
___ \$100
___ \$250
___ Other _____

Submit at smithp@germantownlibrarywi.org or mail to PO Box 670 / Germantown, WI

Name: _____ Company Name: _____

Address: _____

Phone: _____ Email: _____

☐ Amount Enclosed ☐ Send an Invoice ☐ Bill my Credit Card _____

Please make check payable to: Germantown Community Library Board (P.O. Box 670, Germantown, WI 53022) Exp _____ / _____

Donations of \$50+ can receive the following:

___ \$50 - \$99 (green leaf in youth area / 2 lines)
___ \$100 - \$249 (4x8 brick on patio / 3 lines)
___ \$250+ (8x8 brick on patio / 6 lines)
___ \$500+ (plaque in lobby/ 3 lines)
___ \$1,000+ (name on sign / up to 3 lines) (patio only)

Print your message exactly as you want it to appear:
(please use one character per line)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Please fill out the lines to your right on how you want your personal message or company name listed.





New Library Hours

Will Begin Tuesday, January 2

Mon-Thurs: 9:30am-7:30pm
Fri: 9:30am-5pm
Sat: 9:30am-3pm

We need your help!

In 2024, the library budget was cut \$100,000. In order to provide quality library programs & services to the community, we need your help!

Use the Library

The #1 way you can support the library is by continuing to check out material, attend programs & use our resources. About 1/3 of our budget is funded by the amount of items checked out. Next time you're at the library, check out a few items - and don't forget to tell your friends!

Giving Tree

We will have a Giving Tree up in the lobby through Sat, Jan 13. For larger donations and information on sponsorships, visit:
<https://www.germantownlibrarywi.org/donations-volunteering>

2024 Amazon Wish List

Help support the library by donating much-needed items all year long!
Visit: <https://a.co/4G3SONd> or scan the code on the right



Germantown board approves village budget

The Germantown Village Board approved the 2024 village budget during its Nov. 20 meeting.

According to information from the village, the proposed 2024 tax levy is \$15,868,981, which is a 1.90 percent increase from this year. The mill rate is proposed to increase from \$5.52 this year to \$5.57 in 2024. That will increase the village's portion of the property tax bill for a \$325,000 house by about \$16.

Under the proposed budget, four full-time police officers and two full-time firefighters will be added to village staff while the village emergency dispatch operations will be consolidated with the Washington County emergency dispatch operations.

The budget also reduced the number of hours the Germantown Community Library will be open from 59 to 52 hours, reduced seal coating and crack filling by \$100,000 and reduced programs and offerings in the Parks and Recreation budget.

"I know that budgets are extremely difficult because of the economic times that we're in certainly. First of all, I feel the staff here did an excellent job getting the budget and preparing it and presenting it to us," Trustee Bill Neureuther said.

Neureuther said his problem with the budget was the reductions to the library and recreation department. Neureuther said he received the most calls about proposed reductions in the library than any other issue since he was elected to the board in 2021.

"Both the library and the recreation

department are well run and they do a good job of getting the community involved. Are we going to hurt the library, are we going to hurt the recreation department by making these cuts? I feel we are," Neureuther said.

Neureuther said he supported moving dispatch operations from the village to the county.

Trustee Terri Kaminski said inflation and salary increases were part of the reasons behind reductions in the budget, along with adding staff for police and fire operations.

"It's one of those years where we're not all going to get what we want," Kaminski said.

The budget was supported by trustees David Baum, Phil Hudson, Rick Miller, Kaminski and Village President Dean Wolter while trustees Neureuther, Jolene Pieper and Jan Miller voted against the

budget.

During a public hearing on the budget earlier in the evening, resident Melanie Smythe said the budget was "austere" compared to the 2023 approved budget.

"The main thing about this budget is that we must ensure the police and fire level are indeed added," Smythe said.

Another resident said he opposed the reduction in library and recreation operations that are part of the budget.

"I think both of those, the library as well as park and recreation, provide valuable services to the community. To see the type of reductions I've been made aware of is extremely unfortunate and I hope somehow you would reconsider that," he said.

- By Thomas J. McKillen, Managing Editor

Nationally Accredited



- Part-time or full-time care available
- We're always looking for Quality Teachers
- Busing available to HoNor Elementary, Hustisford, Horicon & Mayville Schools
- Ages 6 weeks to 12 years
- Monday through Friday 5am to 6:30pm

Willows

Christian Child Care Center, Inc.

N4865 Moss Road, Iron Ridge
920-625-3943

Located off of Hwy. 67 near Woodland

Willows is an equal opportunity employer and provider



Report card From Page 1

fied subgroups."

Reuter added that the district administrative team "did an analysis of the data released to us this past summer and the preliminary data release regarding the school report cards this fall. All of that analysis factored in the direction and vision of the instructional work for the 23-24 school year."

Reuter said district Director of Teaching and Learning Jake Mislak will

provide an overall district assessment result report during a January School Board meeting, just like one done following last year's report card. He stated the district report before the board "allows a deeper understanding of all standardized assessment results and puts them in context for the board and community on their meaning and use strategically to improve as a district."

Reuter also provided an overall view of the report card as it relates to the district's overall goals.

"The Wisconsin Department of Public Instruction State Report Card focuses on academic achievement, growth, and on track to graduation. As a school district, we continue to work toward the pursuit of every kid college and career ready," Reuter said. "The report card does not measure career readiness. Our programming in the career ready field is strong and an area we will continue to build and promote for students who want to go right into the workforce post graduation of Germantown High School."

Christmas Candies Are In Stock!
While Supplies Last

KARL'S COUNTRY MARKET

Pilgrim Road & Silver Spring • Menomonee Falls • 262-252-3090 • Fax 262-252-9950
Hours: 8am-7pm Daily • Meat Department 8am-6pm Daily

VISIT OUR WEBSITE: KarlsCountryMarket.com

KARL'S HAS RECEIVED OVER 120 AWARDS!

HOT LUNCHES
11am-1pm Mon-Fri

Full Service Deli
Lunch Served Daily

Friday Fish Fry
11am - 6pm

PRICES GOOD NOV. 26-DEC. 2 OR WHILE SUPPLIES LAST

Plan Your Holiday Meals with Karl's!

PRIME RIB ROASTS, CROWN ROASTS, BEEF TENDERLOINS, DUCK, LEG OF LAMB AND MORE!

Bone-In <i>Pork Chops</i>	\$3.99	lb
Karl's <i>Beef Shanks</i>	\$4.99	lb
Smoked <i>Pork Hocks</i>	\$4.99	lb
Original, Garlic or Onion - Karl's World Famous <i>Leberkease</i>	\$6.99	lb

3 Flavors - GREISSON

Chocolate Mountain Cookies..... **\$3.99**

WISEPIES Pizza Hatch Chili

Pepperoni Pizza **\$13.99**

HENGSTENBERG Bavarian Style

Sauerkraut **\$6.39**

SOLO

Almond Paste Tube **\$6.59**

DRAKE'S

Crispy Fry Mix..... **\$3.99**

Germantown library announces changes in hours starting in 2024

The Germantown Community Library announced new hours that will take effect at the start of the new year.

"Due to village-wide budget cuts in 2024, the library will have new operating hours beginning Tuesday, Jan. 2," the library said in a Dec. 6 Facebook post.

Beginning on Jan. 2, the library will be open from 9:30 a.m. to 7:30 p.m. Monday through Thursday, 9:30

a.m. to 5 p.m. Friday, and 9:30 a.m. to 3 p.m. Saturday. Under the new hours, the library will open a half hour earlier on Monday through Friday compared to current hours, and an hour earlier than when it is currently open on Saturday.

The library is also seeking sponsorships for programming and services.

"Due to Village-wide budget cuts in 2024, the Germantown Community Library will be cutting over \$100,000 from the library budget," the library stated on its website.

In addition to a 10 percent reduction in operating hours, there is a 10 percent reduction in new materials being purchased and a 30 percent reduction in programming funding.

County Board to be updated on UWM-Washington County future, potential Samaritan sale

The Washington County Board will be updated on the future of University of Wisconsin-Washington County during a presentation at the Dec. 13 board meeting.

According to the agenda for the meeting, the presentation will include appearances by Washington County Executive Josh Schoemann, Moraine Park

Technical College President Bonnie Baerwald, Moraine Park Technical College Dean Pete Rettler, University Wisconsin Milwaukee Chancellor Mark Mone, and West Bend Mayor Joel Ongert.

In October, the Universities of Wisconsin announced that the two-year campus would close for in-person instruction on June 30. While a Washington County task force previously recommended the two-year campus merge with Moraine Park Technical College, a provision for that option in the state budget

was vetoed by Gov. Tony Evers.

Also at the meeting, the board will go into closed session to receive an update on the potential sale of the Samaritan Health Center. In April, the County Board approved a resolution authorizing negotiations for the sale of the Samaritan Health Center. The Samaritan Campus is located at 531 E. Washington St. in West Bend and has three licensed programs: a skilled nursing facility, an assisted Community Based Residential Facility (CBRF) and a supportive living, apart-

ment style Residential Care Apartment Complex (RCAC). The facility was opened by the county in 1968 and the building was renovated in 2009.

The board is also scheduled to vote on a labor agreement between the county and the Washington County Deputy Sheriff's Association.

The Washington County Board meeting will be held at the Herbert J. Tennes Government Center, 432 E. Washington Street, West Bend, Room 1019, starting at 6 p.m. Dec. 13.

County Board to vote on funding consolidated dispatch services for Germantown

The Washington County Board will vote on a motion at its Dec. 13 meeting related to the county taking over emergency dispatch operations in the village of Germantown.

The Germantown Village Board

approved transitioning the village's emergency dispatch operations to Washington County as part of the 2024 village budget that was approved on Nov. 20. Under the process approved by the board, the transition of emergency

dispatch operations from the village to Washington County will start in January of 2024 with completion in the first quarter of 2025.

One of the items on the Dec. 13 Washington County Board agenda seeks approval to transfer funds from the county's general fund to the Sheriff's Office for the development of coordinated dispatch services between Washington County and the Village of Germantown. According to information from the county, initial costs in 2023-2024 are estimated to be \$270,000 for additional staffing at the county.

The Washington County Public Safety Committee approved the fund transfer at its Nov. 15 meeting. The Washington County Board meeting will be held at the Herbert J. Tennes Government Center, 432 E. Washington Street, West Bend, Room 1019, starting at 6 p.m. Dec. 13.

Referendum From Page 1

placed an advisory referendum on the November 2022 ballot about providing sewer and water service to a portion of Richfield, Mueller Communications recommended regular meetings with the police and fire chief and reports to the Public Safety Committee on the matter.

Village President Dean Wolter said that one item to consider would be if there would be one, two or more questions or splitting the question between adding more police and fire staff. He added it would be up to the Public Safety Committee to discuss options for the question.

ADVERTISE IT IN EXPRESS NEWS
CALL TODAY!
(262) 238-NEWS (6397)



Holiday SEAFOOD

**LOBSTER
CRAB
SHRIMP
SMOKED
SALMON**

**WHOLE
SMOKED
SALMON
FILLETS**

**SMOKED
SALMON
SPREAD**

**ORDER
NOW!**

EWIG BROS.
FISH COMPANY INC.

1215 Wisconsin Street
Downtown Port Washington
262-284-2236
Market Hours:
Monday-Saturday 8am-4pm

SALE SALE SALE

ANNUAL INVENTORY REDUCTION SALE

730 E. Washington Unit 3, Slinger, WI 53086
Fri & Sat, Dec. 15 & 16 8-4 & Sun, Dec. 17 9-3

25% OFF
INVENTORY
(Excluding Clearance Items and Jewelry)

ALL JEWELRY
\$2 ea or 3/\$5

Avon

paparazzi

Affordable Diamond Pricing

Not valid with any other discounts.
Please feel free to preorder.
Sale prices will apply to any orders
picked up on sale dates.
Call/Text 920-988-3967
Email loiskauper@yahoo.com

WA WESTSIDE AUTO CENTER LLC

Celebrating 35 Years serving Washington County

FULL SERVICE AUTOMOTIVE AND TRUCK REPAIRS

Everything from oil changes to engine replacement. Let us show you
how to keep your car safe and reliable Call today to see the difference.

FREE IN TOWN SHUTTLE AVAILABLE

820 West Sumner Street • Hartford • One mile west of (83) on Hwy 60
BRUCE BLACK Owner / ASE Master Technician • Daily 8am to 5:30pm

673-2322