



Wauwatosa, WI

Library Board of Trustees

Meeting Agenda - Final

7635 W. North Avenue,
Wauwatosa, WI 53213

Wednesday, April 15, 2026

6:30 PM

Library Board Room and Zoom:
<https://servetosa.zoom.us/j/85417254394>,
Meeting ID: 854 1725 4394

Regular Meeting

HYBRID MEETING INFORMATION

Members of the public may observe the meeting in-person or via Zoom at the link above. To access the Zoom meeting via phone, call 1-312-626-6799 and enter the Meeting ID.

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

Approval of meeting minutes from March 18, 2026 [26-0729](#)

PUBLIC COMMENT

ADMINISTRATIVE REPORTS

Year-to-date financial reports [26-0730](#)

Monthly operating vouchers ratification [26-0731](#)

President's report [26-0732](#)

Director's report [26-0733](#)

Wauwatosa Public Library Foundation report [26-0734](#)

NEW BUSINESS

Trustee Essentials 25: Liability Issues [26-0735](#)

ADJOURNMENT

NOTICE TO PERSONS WITH A DISABILITY

Persons with a disability who need assistance to participate in this meeting should call the Wauwatosa Library at (414) 471-8487 or send an email to tosainfo@wauwatosalibrary.org, with as much advance notice as possible.



Wauwatosa, WI

Library Board of Trustees

Meeting Minutes

7635 W. North Avenue,
Wauwatosa, WI 53213

Wednesday, March 18, 2026

6:30 PM

Library Board Room and Zoom:
<https://servetosa.zoom.us/j/85417254394>,
Meeting ID: 854 1725 4394

Regular Meeting

CALL TO ORDER

President Causier called the meeting to order at 6:30 pm.

ROLL CALL

Also present, Ernst Franzen, Common Council Liaison.

- Present 8** Board President Kathy Causier
Trustee Bill Andrae
Trustee Brian Began
Trustee Monica Deluhery
Trustee CJ Dykstra
Trustee Christine Lindstrom
Trustee Mary Nelson
Trustee Lauren Roznowski Hayden
- Excused 1** Trustee - School District Representative Meegan Archambo

APPROVAL OF MINUTES

- 1. Approval of meeting minutes from the February 18, 2026 meeting [26-0557](#)

RESULT: APPROVED

MOVER: Bill Andrae

SECONDER: Brian Began

Aye 8 Causier, Andrae, Began, Deluhery, Dykstra, Lindstrom, Nelson, and Roznowski Hayden

Excused 1 Archambo

PUBLIC COMMENT

ADMINISTRATIVE REPORTS

- 1. Year-to-date financial reports [26-0552](#)

- 2. Monthly operating vouchers ratification [26-0555](#)

RESULT: APPROVED

MOVER: Brian Began

SECONDER: Mary Nelson

- Aye 8** Causier, Andrae, Began, Deluhery, Dykstra, Lindstrom, Nelson, and Roznowski Hayden
- Excused 1** Archambo
3. President's report [26-0558](#)
4. Director's report [26-0559](#)
5. Wauwatosa Public Library Foundation report [26-0560](#)

NEW BUSINESS

1. Branding kit proposal [26-0561](#)
- RESULT:** APPROVED
MOVER: Brian Began
SECONDER: Lauren Roznowski Hayden
- Aye 8** Causier, Andrae, Began, Deluhery, Dykstra, Lindstrom, Nelson, and Roznowski Hayden
- Excused 1** Archambo
2. 2025 Library Director annual performance evaluation [26-0563](#)
- Recommendation: The Library Board may convene into closed session regarding this item pursuant to Wis. Stat. §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. The Board may reconvene into open session to consider the balance of the agenda*
- Motion by Tr. Lindstrom to convene into closed session regarding this item pursuant to Wis. Stat. §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 . Seconded by Tr. Nelson. Motion carried unanimously.*
- Motion by Tr. Deluhery to go back in to open session seconded by Tr. Dykstra. Motion carried unanimously.*
- RESULT:** APPROVED
MOVER: Kathy Causier
SECONDER: Mary Nelson
- Aye 8** Causier, Andrae, Began, Deluhery, Dykstra, Lindstrom, Nelson, and Roznowski Hayden
- Excused 1** Archambo
3. Trustee Essentials 24: Library friends and library foundations [26-0562](#)

ADJOURNMENT

President Causier adjourned the meeting at 7:41 pm.

| | | |
|-------------|---------------|----------------|
| Fiscal Year | 2026 | April 10, 2026 |
| Period | All | |
| Fund | 35 - LIBRARY | |
| Segment 5 | 510 - LIBRARY | |

| Row Labels | Original Budget | Revised Budget | All Actuals | Available Budget (ALL) | CY % of Budget Used (ALL) |
|---------------------------------------|-------------------------|-------------------------|-----------------------|-------------------------|---------------------------|
| Expense | \$3,746,972.24 | \$3,751,630.63 | \$655,553.19 | \$3,096,077.44 | 17.5% |
| 50 - WAGES | \$1,819,951.99 | \$1,819,951.99 | \$392,593.13 | \$1,427,358.86 | 21.6% |
| 5010 - REGULAR PAY | \$1,819,951.99 | \$1,819,951.99 | \$320,983.45 | \$1,498,968.54 | 17.6% |
| 5050 - OFF TIME | \$0.00 | \$0.00 | \$71,609.68 | (\$71,609.68) | NA |
| 5099 - SALARY & ATTRITION CONTRA | \$0.00 | \$0.00 | \$0.00 | \$0.00 | NA |
| 51 - OVERTIME | \$0.00 | \$0.00 | \$529.92 | (\$529.92) | NA |
| 5110 - OVERTIME | \$0.00 | \$0.00 | \$529.92 | (\$529.92) | NA |
| 52 - BENEFITS | \$605,265.43 | \$605,265.43 | \$111,080.95 | \$494,184.48 | 18.4% |
| 5210 - FRINGE | \$348,852.00 | \$348,852.00 | \$56,463.04 | \$292,388.96 | 16.2% |
| 5220 - WORKERS COMP | \$19,039.06 | \$19,039.06 | \$4,181.96 | \$14,857.10 | 22.0% |
| 5230 - SOCIAL SECURITY | \$135,710.35 | \$135,710.35 | \$28,950.75 | \$106,759.60 | 21.3% |
| 5240 - WRS | \$101,664.02 | \$101,664.02 | \$21,485.20 | \$80,178.82 | 21.1% |
| 60 - OPERATING | \$462,325.00 | \$466,983.39 | \$118,218.37 | \$348,765.02 | 25.3% |
| 6002 - PROFESSIONAL DEVELOPMENT | \$10,000.00 | \$10,000.00 | \$970.87 | \$9,029.13 | 9.7% |
| 6003 - OFFICE SUPPLIES | \$12,000.00 | \$12,000.00 | \$3,515.85 | \$8,484.15 | 29.3% |
| 6004 - PRINTING AND DUPLICATION | \$11,500.00 | \$11,500.00 | \$6,714.58 | \$4,785.42 | 58.4% |
| 6005 - MEMBERSHIPS AND DUES | \$3,595.00 | \$3,595.00 | \$430.00 | \$3,165.00 | 12.0% |
| 6006 - BOOKS AND PERIODICALS | \$386,000.00 | \$386,000.00 | \$95,647.36 | \$290,352.64 | 24.8% |
| 6008 - OTHER SUPPLIES | \$14,280.00 | \$14,280.00 | \$5,679.78 | \$8,600.22 | 39.8% |
| 6013 - POSTAGE | \$1,000.00 | \$1,000.00 | \$49.41 | \$950.59 | 4.9% |
| 6018 - MARKETING AND PROMOTION | \$5,000.00 | \$5,000.00 | \$579.70 | \$4,420.30 | 11.6% |
| 6027 - PROGRAMMING | \$11,150.00 | \$11,150.00 | \$2,659.02 | \$8,490.98 | 23.8% |
| 6097 - PCARD REBATE | \$0.00 | \$4,658.39 | \$110.08 | \$4,548.31 | 2.4% |
| 6098 - INVEST IN PEOPLE - WORKFLOW ON | \$0.00 | \$0.00 | \$242.46 | (\$242.46) | NA |
| 6099 - OTHER EXPENSES | \$7,800.00 | \$7,800.00 | \$1,619.26 | \$6,180.74 | 20.8% |
| 62 - SERVICES | \$64,808.69 | \$64,808.69 | \$28,157.13 | \$36,651.56 | 43.4% |
| 6202 - GENERAL SERVICES | \$57,376.69 | \$57,376.69 | \$27,359.25 | \$30,017.44 | 47.7% |
| 6206 - EQUIPMENT REPAIRS | \$1,500.00 | \$1,500.00 | \$149.99 | \$1,350.01 | 10.0% |
| 6210 - AUDITING SERVICES | \$1,432.00 | \$1,432.00 | \$0.00 | \$1,432.00 | 0.0% |
| 6211 - CREDIT CARD PROCESSING | \$4,500.00 | \$4,500.00 | \$647.89 | \$3,852.11 | 14.4% |
| 6306 - TELECOMMUNICATIONS | \$800.00 | \$800.00 | \$244.53 | \$555.47 | 30.6% |
| 65 - INTERNAL CHARGES | \$748,817.38 | \$748,817.38 | \$0.00 | \$748,817.38 | 0.0% |
| 6503 - INFORMATION SYSTEMS | \$240,057.38 | \$240,057.38 | \$0.00 | \$240,057.38 | 0.0% |
| 6504 - MUNICIPAL COMPLEX RENT | \$508,760.00 | \$508,760.00 | \$0.00 | \$508,760.00 | 0.0% |
| 66 - OTHER EXPENSES | \$35,000.00 | \$35,000.00 | \$74.76 | \$34,925.24 | 0.2% |
| 6602 - BUDGET ONLY | \$35,000.00 | \$35,000.00 | \$0.00 | \$35,000.00 | 0.0% |
| 6699 - PCARD DEFAULT | \$0.00 | \$0.00 | \$74.76 | (\$74.76) | NA |
| Revenue | (\$3,746,972.24) | (\$3,751,630.63) | (\$383,781.60) | (\$3,367,849.03) | 10.2% |
| 43 - INTERGOVT REVENUES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | NA |
| 4310 - LATE FEE | (\$8,000.00) | (\$8,000.00) | (\$2,449.54) | (\$5,550.46) | 30.6% |
| 46 - PUBLIC CHARGES | (\$26,500.00) | (\$26,500.00) | (\$10,582.37) | (\$15,917.63) | 39.9% |
| 4628 - DAMAGE TO CITY PROPERTY | (\$8,500.00) | (\$8,500.00) | (\$3,108.06) | (\$5,391.94) | 36.6% |
| 4699 - OTHER PUBLIC CHARGES | (\$18,000.00) | (\$18,000.00) | (\$7,474.31) | (\$10,525.69) | 41.5% |
| 47 - INTERGOVT CHRG | (\$361,472.00) | (\$361,472.00) | (\$362,226.00) | \$754.00 | 100.2% |
| 4708 - CHARGES TO OTHER LIBRARIES - M | (\$361,472.00) | (\$361,472.00) | (\$362,226.00) | \$754.00 | 100.2% |
| 48 - MISCELLANEOUS | (\$20,800.00) | (\$25,458.39) | (\$8,523.69) | (\$16,934.70) | 33.5% |
| 4808 - SALE OF CITY PROPERTY - NONCAP | (\$18,000.00) | (\$18,000.00) | (\$3,267.91) | (\$14,732.09) | 18.2% |
| 4820 - P-CARD REBATE | \$0.00 | (\$4,658.39) | (\$4,658.39) | \$0.00 | 100.0% |

Library Invoices

Invoice Due Dates: 3/1/2026 thru 3/31/2026

| Vendor Name | Vendor # | Invoice Number | Invoice Date | Invoice Description | Org Obj | Object Description | Inv Line Item Amt |
|--------------|----------|----------------|--------------|----------------------------|-----------------|--------------------------|-------------------|
| AMAZON - 833 | | 85278 | 3/16/2026 | office supplies | 35510000 - 6003 | OFFICE SUPPLIES | \$17.17 |
| | | 85279 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$23.51 |
| | | 85280 | 3/16/2026 | Other expenses | 35510000 - 6099 | OTHER EXPENSES | \$44.97 |
| | | 85301 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$21.99 |
| | | 85302 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$20.75 |
| | | 85306 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | -\$21.59 |
| | | 85307 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$40.61 |
| | | 85322 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$13.12 |
| | | 85344 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$11.93 |
| | | 85345 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$22.45 |
| | | 85346 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$35.80 |
| | | 85347 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$316.81 |
| | | 85357 | 3/16/2026 | material Athings* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$39.99 |
| | | 85358 | 3/16/2026 | material Athings* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$273.22 |
| | | 85359 | 3/16/2026 | Other expenses | 35510000 - 6099 | OTHER EXPENSES | \$95.88 |
| | | 85360 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$14.39 |
| | | 85391 | 3/16/2026 | Book special* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$15.40 |
| | | 85392 | 3/16/2026 | Book Afic* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$47.19 |
| | | 85393 | 3/16/2026 | printer toner | 35510000 - 6004 | PRINTING AND DUPLICATION | \$149.50 |
| | | 85394 | 3/16/2026 | printer toner | 35510000 - 6004 | PRINTING AND DUPLICATION | \$209.48 |
| | | 85427 | 3/16/2026 | material Athings* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$13.40 |
| | | 85437 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$11.48 |
| | | 85438 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$35.10 |
| | | 85439 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$29.99 |
| | | 85441 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$388.68 |
| | | 85453 | 3/16/2026 | Book Ascii* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$22.85 |
| | | 85454 | 3/16/2026 | Book Avis* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$32.50 |
| | | 85455 | 3/16/2026 | printer toner | 35510000 - 6004 | PRINTING AND DUPLICATION | \$209.48 |
| | | 85456 | 3/16/2026 | printer toner | 35510000 - 6004 | PRINTING AND DUPLICATION | \$148.50 |
| | | 85471 | 3/16/2026 | programming supplies kids | 35510104 - 6027 | PROGRAMMING | \$39.88 |
| | | 85474 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$76.94 |
| | | 85487 | 3/16/2026 | refund processing supplies | 35510000 - 6008 | OTHER SUPPLIES | -\$23.51 |
| | | 85489 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$34.19 |
| | | 85540 | 3/16/2026 | Book Aref* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$85.09 |
| | | 85542 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$34.60 |
| | | 85543 | 3/16/2026 | printer toner | 35510000 - 6004 | PRINTING AND DUPLICATION | \$188.10 |
| | | 85544 | 3/16/2026 | printer toner | 35510000 - 6004 | PRINTING AND DUPLICATION | \$188.10 |
| | | 85545 | 3/16/2026 | material Athings* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$46.93 |
| | | 85562 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$22.81 |
| | | 85570 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$191.84 |

| Vendor Name | Vendor # | Invoice Number | Invoice Date | Invoice Description | Org Obj | Object Description | Inv Line Item Amt |
|-----------------------------------|----------|----------------|--------------|-------------------------------------|-----------------|--------------------------|-------------------|
| | | 85571 | 3/16/2026 | material jvid* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$223.25 |
| | | 85587 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$31.52 |
| | | 85603 | 3/16/2026 | printer toner | 35510000 - 6004 | PRINTING AND DUPLICATION | \$594.00 |
| | | 85604 | 3/16/2026 | other expenses | 35510000 - 6099 | OTHER EXPENSES | \$23.39 |
| | | 85605 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$43.29 |
| | | 85621 | 3/16/2026 | material jthings* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$24.20 |
| | | 85630 | 3/16/2026 | Book Aref* | 35510103 - 6006 | BOOKS AND PERIODICALS | -\$85.09 |
| | | 85647 | 3/16/2026 | material jthings* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$38.84 |
| | | 85680 | 3/16/2026 | Book Afic* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$14.39 |
| | | 85708 | 3/16/2026 | material jvid* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$49.40 |
| | | 85726 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$23.65 |
| | | 85731 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$6.13 |
| | | 85735 | 3/16/2026 | Book Afic* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$9.99 |
| | | 85757 | 3/16/2026 | material jvid* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$26.50 |
| | | 85758 | 3/16/2026 | material jvid* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$49.90 |
| | | 85766 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$26.72 |
| | | 85770 | 3/16/2026 | Book Afic* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$8.19 |
| | | 85772 | 3/16/2026 | printer toner | 35510000 - 6004 | PRINTING AND DUPLICATION | \$297.00 |
| | | 85791 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$131.56 |
| | | 85794 | 3/16/2026 | Book jbks* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$147.51 |
| | | 85820 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$17.99 |
| | | credit memos | 3/16/2026 | Refund arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | -\$95.39 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | -\$26.20 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | -\$240.47 |
| | | 85849 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$74.94 |
| | | 85867 | 3/16/2026 | Book Afic* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$9.50 |
| | | 85868 | 3/16/2026 | Book Afic* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$10.66 |
| | | | | AMAZON | 65 | | \$4,604.89 |
| AMERICAN LIBRARY ASSOCIATION - 13 | | 85649 | 3/16/2026 | professional development | 35510000 - 6002 | PROFESSIONAL DEVELOPMENT | \$450.00 |
| | | 85650 | 3/16/2026 | professional membership | 35510000 - 6005 | MEMBERSHIPS AND DUES | \$180.00 |
| | | | | AMERICAN LIBRARY ASSOCIATION | 2 | | \$630.00 |
| ANN URBANSKI BOND - 2527 | | 4132026 | 3/23/2026 | programming adult | 35510103 - 6027 | PROGRAMMING | \$700.00 |
| | | | | ANN URBANSKI BOND | 1 | | \$700.00 |
| BARTA, MARGARET ANNE - 2378 | | 4162026 | 3/19/2026 | programming kids | 35510104 - 6027 | PROGRAMMING | \$125.00 |
| | | | | BARTA, MARGARET ANNE | 1 | | \$125.00 |
| BLACKSTONE PUBLISHING - 380 | | 85484 | 3/16/2026 | material abkcd* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$39.99 |
| | | | | BLACKSTONE PUBLISHING | 1 | | \$39.99 |
| BRODART COMPANY - 47 | | 671069 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$108.24 |

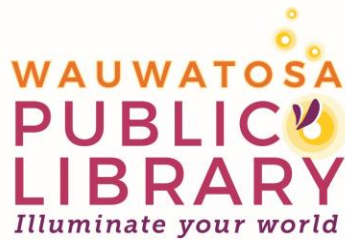
| Vendor Name | Vendor # | Invoice Number | Invoice Date | Invoice Description | Org Obj | Object Description | Inv Line Item Amt |
|------------------------------------|----------|----------------|--------------|---------------------------------|-----------------|--------------------------|-------------------|
| | | 663632 | 3/16/2026 | processing supplis arpa | 38510000 - 6008 | OTHER SUPPLIES | \$542.81 |
| | | | | BRODART COMPANY | | 2 | \$651.05 |
| BROOKSTONE PRINTING - 64 | | 107266 | 3/30/2026 | office supplies | 35510000 - 6003 | OFFICE SUPPLIES | \$690.00 |
| | | | | BROOKSTONE PRINTING | | 1 | \$690.00 |
| CENGAGE LEARNING INC - 1010 | | 999102505569 | 3/14/2026 | book alp* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$52.48 |
| | | 999102534680 | 3/20/2026 | book alp* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$102.71 |
| | | 999102346585 | 3/16/2026 | Book Alp* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$43.72 |
| | | 999102394474 | 3/16/2026 | Book Alp* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$37.72 |
| | | | | CENGAGE LEARNING INC | | 4 | \$236.63 |
| CENTER POINT LARGE PRINT - 870 | | 2226485 | 3/16/2026 | Book Alp* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$49.14 |
| | | | | CENTER POINT LARGE PRINT | | 1 | \$49.14 |
| CITY OF WAUWATOSA - 295 | | 85486 | 3/16/2026 | cashiering test | 35510000 - 6211 | CREDIT CARD PROCESSING | -\$1.00 |
| | | 85488 | 3/16/2026 | cashiering test | 35510000 - 6211 | CREDIT CARD PROCESSING | \$1.00 |
| | | | | CITY OF WAUWATOSA | | 2 | \$0.00 |
| DEMCO - 76 | | 85602 | 3/16/2026 | Book truck | 35510000 - 6099 | OTHER EXPENSES | \$683.00 |
| | | 85771 | 3/16/2026 | processing supplies | 35510000 - 6008 | OTHER SUPPLIES | \$1,545.42 |
| | | | | DEMCO | | 2 | \$2,228.42 |
| DOJ - 897 | | 85736 | 3/16/2026 | Volunteer background check | 35510000 - 6099 | OTHER EXPENSES | \$7.00 |
| | | | | DOJ | | 1 | \$7.00 |
| FORWARD TS - 211 | | AR277336 | 3/9/2026 | copier contract | 35510000 - 6202 | GENERAL SERVICES | \$130.34 |
| | | | | FORWARD TS | | 1 | \$130.34 |
| HOTEL LISTING - 505 | | 85323 | 3/16/2026 | professional development | 35510000 - 6002 | PROFESSIONAL DEVELOPMENT | \$224.00 |
| | | | | HOTEL LISTING | | 1 | \$224.00 |
| INGRAM LIBRARY SERVICES LLC - 2432 | | 94328138 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$9.74 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$191.59 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$17.99 |
| | | 94342197 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$220.50 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$466.73 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$29.80 |
| | | 94328137 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$609.18 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$285.21 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$123.94 |
| | | 94405109 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$202.11 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$183.65 |

| Vendor Name | Vendor # | Invoice Number | Invoice Date | Invoice Description | Org Obj | Object Description | Inv Line Item Amt |
|-------------|----------|----------------|--------------|-------------------------|-----------------|-----------------------|-------------------|
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$62.46 |
| | | 94405111 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$317.08 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$10.44 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$530.11 |
| | | 94405110 | 3/16/2026 | Books adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$74.18 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$122.88 |
| | | 94435643 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$82.33 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$105.03 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$61.83 |
| | | 94450455 | 3/16/2026 | Books adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$56.20 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$23.46 |
| | | 94435644 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$388.32 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$417.88 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$23.63 |
| | | 94435645 | 3/16/2026 | Books adult | 35510103 - 6006 | BOOKS AND PERIODICALS | \$68.44 |
| | | 94450454 | 3/16/2026 | Books adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$96.22 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$71.89 |
| | | 94468900 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$345.14 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$257.33 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$42.08 |
| | | 94516484 | 3/16/2026 | Book kids | 35510104 - 6006 | BOOKS AND PERIODICALS | \$19.46 |
| | | 94516483 | 3/16/2026 | Books adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$288.00 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$268.68 |
| | | 94516482 | 3/16/2026 | Books arpa, adult | 35510103 - 6006 | BOOKS AND PERIODICALS | \$370.22 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$74.12 |
| | | 94538778 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$133.16 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$145.06 |
| | | 94538779 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$350.52 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$24.45 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$475.06 |
| | | 94574316 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$29.69 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$30.22 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$332.33 |
| | | 94586111 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$123.55 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$198.76 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$1,439.22 |
| | | 94574315 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$40.56 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$75.97 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$312.54 |
| | | 94530560 | 3/16/2026 | Book Atrav* refund | 35510103 - 6006 | BOOKS AND PERIODICALS | -\$21.97 |
| | | 94601599 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$288.40 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$147.57 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$21.98 |

| Vendor Name | Vendor # | Invoice Number | Invoice Date | Invoice Description | Org Obj | Object Description | Inv Line Item Amt |
|-------------|----------|----------------|--------------|--------------------------|-----------------|-----------------------|-------------------|
| | | 94601600 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$116.06 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$605.24 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$10.99 |
| | | 94648367 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$25.30 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$9.89 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$118.43 |
| | | 94648368 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$69.62 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$47.36 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$15.29 |
| | | 94632433 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$29.93 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$21.43 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$20.34 |
| | | 94673703 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$996.65 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$194.12 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$555.28 |
| | | 94692242 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$40.35 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$16.50 |
| | | 94692243 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$175.87 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$46.55 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$202.80 |
| | | 94716264 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$152.80 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$271.43 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$63.77 |
| | | 94751232 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$133.57 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$31.87 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$45.07 |
| | | 94781531 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$453.42 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$691.59 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$765.43 |
| | | 94828736 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$38.37 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$119.72 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$590.68 |
| | | 94855090 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$169.57 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$193.35 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$53.24 |
| | | 94889720 | 3/16/2026 | Book arpa | 38510000 - 6006 | BOOKS AND PERIODICALS | \$19.49 |
| | | 94909021 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$14.99 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$180.53 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$192.61 |
| | | 94889719 | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$77.30 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$242.20 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$58.08 |
| | | 94944100 | 3/16/2026 | Books, arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$85.31 |

| Vendor Name | Vendor # | Invoice Number | Invoice Date | Invoice Description | Org Obj | Object Description | Inv Line Item Amt |
|-----------------------------|-----------|----------------|--------------|------------------------------------|-----------------|-----------------------|--------------------|
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$22.47 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$161.83 |
| | 94930961 | | 3/16/2026 | Books arpa, adult, kids | 35510103 - 6006 | BOOKS AND PERIODICALS | \$170.61 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$87.32 |
| | 94962622 | | 3/16/2026 | Books arpa, adult, kids | 38510000 - 6006 | BOOKS AND PERIODICALS | \$39.58 |
| | | | | | 35510103 - 6006 | BOOKS AND PERIODICALS | \$211.21 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$514.91 |
| | 94976314 | | 3/16/2026 | Books arpa, adult, kids | 38510000 - 6006 | BOOKS AND PERIODICALS | \$171.12 |
| | | | | | 35510103 - 6006 | BOOKS AND PERIODICALS | \$15.43 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$107.41 |
| | 94962621 | | 3/16/2026 | Books arpa, adult, kids | 38510000 - 6006 | BOOKS AND PERIODICALS | \$238.17 |
| | | | | | 35510103 - 6006 | BOOKS AND PERIODICALS | \$572.55 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$223.61 |
| | 94995881 | | 3/16/2026 | Books arpa, adult, kids | 38510000 - 6006 | BOOKS AND PERIODICALS | \$154.38 |
| | | | | | 35510103 - 6006 | BOOKS AND PERIODICALS | \$440.49 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$18.10 |
| | 95010260 | | 3/16/2026 | Books arpa, adult, kids | 38510000 - 6006 | BOOKS AND PERIODICALS | \$89.67 |
| | | | | | 35510103 - 6006 | BOOKS AND PERIODICALS | \$110.76 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$64.38 |
| | 94995880 | | 3/16/2026 | Books arpa, adult, kids | 38510000 - 6006 | BOOKS AND PERIODICALS | \$91.65 |
| | | | | | 35510103 - 6006 | BOOKS AND PERIODICALS | \$32.45 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$395.25 |
| | 94995882 | | 3/16/2026 | Books arpa, adult, kids | 38510000 - 6006 | BOOKS AND PERIODICALS | \$27.49 |
| | | | | | 35510103 - 6006 | BOOKS AND PERIODICALS | \$208.00 |
| | | | | | 35510104 - 6006 | BOOKS AND PERIODICALS | \$114.56 |
| | | | | | 38510000 - 6006 | BOOKS AND PERIODICALS | \$58.85 |
| | | | | INGRAM LIBRARY SERVICES LLC | 46 | | \$22,969.56 |
| JAVA CONNECTIONS LLC - 1761 | | | | | | | |
| | 2733-367 | | 3/5/2026 | service and license agreement | 35510000 - 6411 | SOFTWARE MAINT | \$1,800.00 |
| | | | | | 35510000 - 6202 | GENERAL SERVICES | \$2,425.50 |
| | | | | JAVA CONNECTIONS LLC | 1 | | \$4,225.50 |
| KANOPY INC - 1657 | | | | | | | |
| | 494252 | | 2/28/2026 | material streaming econtent* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$736.95 |
| | | | | KANOPY INC | 1 | | \$736.95 |
| MICHAEL'S STORE - 1899 | | | | | | | |
| | 85480 | | 3/16/2026 | material Athings* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$334.00 |
| | | | | MICHAEL'S STORE | 1 | | \$334.00 |
| MICRO MARKETING LLC - 889 | | | | | | | |
| | 1001218 | | 3/16/2026 | material abkcd* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$49.99 |
| | | | | MICRO MARKETING LLC | 1 | | \$49.99 |
| MIDWEST TAPE - 333 | | | | | | | |
| | 508519328 | | 3/3/2026 | material adult | 35510103 - 6006 | BOOKS AND PERIODICALS | \$83.23 |
| | 508519360 | | 3/3/2026 | material kids | 35510104 - 6006 | BOOKS AND PERIODICALS | \$11.2 |

| Vendor Name | Vendor # | Invoice Number | Invoice Date | Invoice Description | Org Obj | Object Description | Inv Line Item Amt |
|-------------------------------------|----------|----------------|--------------|----------------------------|-----------------|--------------------------|--------------------|
| | | 508519362 | 3/3/2026 | material adult | 35510103 - 6006 | BOOKS AND PERIODICALS | \$23.24 |
| | | 508519361 | 3/3/2026 | books jbk | 35510104 - 6006 | BOOKS AND PERIODICALS | \$531.11 |
| | | 508586040 | 3/17/2026 | material advd | 35510103 - 6006 | BOOKS AND PERIODICALS | \$75.72 |
| | | 508584759 | 3/17/2026 | material jvid | 35510104 - 6006 | BOOKS AND PERIODICALS | \$50.98 |
| | | 508584757 | 3/17/2026 | material advd | 35510103 - 6006 | BOOKS AND PERIODICALS | \$44.97 |
| | | 508556822 | 3/10/2026 | material advd | 35510103 - 6006 | BOOKS AND PERIODICALS | \$26.99 |
| | | 508556821 | 3/10/2026 | material advd | 35510103 - 6006 | BOOKS AND PERIODICALS | \$218.16 |
| | | 508556820 | 3/10/2026 | material advd | 35510103 - 6006 | BOOKS AND PERIODICALS | \$107.96 |
| MIDWEST TAPE | | | | | | 10 | \$1,173.60 |
| OAK MEADOW INC - 2011 | | | | | | | |
| | | 85664 | 3/16/2026 | Book jarpahomeschool* | 38510000 - 6006 | BOOKS AND PERIODICALS | \$10,458.56 |
| OAK MEADOW INC | | | | | | 1 | \$10,458.56 |
| ONE TIME VENDOR - 99999 | | | | | | | |
| | | 3252026 | 3/11/2026 | programming kids | 35510104 - 6027 | PROGRAMMING | \$225.00 |
| | | 538 | 3/16/2026 | software maintenance | 35510000 - 6411 | SOFTWARE MAINT | \$854.40 |
| | | 85324 | 3/16/2026 | professional development | 35510000 - 6002 | PROFESSIONAL DEVELOPMENT | \$26.00 |
| | | 85414 | 3/16/2026 | material jthings* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$406.45 |
| | | 85415 | 3/16/2026 | material jthings* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$245.48 |
| | | 85529 | 3/16/2026 | material jthings* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$198.61 |
| | | 85580 | 3/16/2026 | programming supplies adult | 35510103 - 6027 | PROGRAMMING | \$8.99 |
| | | 85656 | 3/16/2026 | material aper* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$34.95 |
| | | 85699 | 3/16/2026 | programming supplies adult | 35510103 - 6027 | PROGRAMMING | \$6.98 |
| | | 85715 | 3/16/2026 | material Athings* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$21.17 |
| | | 85804 | 3/16/2026 | material Aper* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$35.00 |
| | | 85884 | 3/16/2026 | material jthings* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$581.21 |
| | | 85885 | 3/16/2026 | programming supplies kids | 35510104 - 6027 | PROGRAMMING | \$129.55 |
| ONE TIME VENDOR | | | | | | 13 | \$2,773.79 |
| TONIES US INC - 2423 | | | | | | | |
| | | 85721 | 3/16/2026 | material jthings* | 35510104 - 6006 | BOOKS AND PERIODICALS | \$228.00 |
| TONIES US INC | | | | | | 1 | \$228.00 |
| UNITED STATES POSTAL SERVICE - 329 | | | | | | | |
| | | 85657 | 3/16/2026 | postage for WPLF | 15947000 - 6099 | OTHER EXPENSES | \$158.75 |
| UNITED STATES POSTAL SERVICE | | | | | | 1 | \$158.75 |
| VALUE LINE PUBLISHING, INC. - 1378 | | | | | | | |
| | | KF-85995-263 | 3/16/2026 | material adulteref* | 35510103 - 6006 | BOOKS AND PERIODICALS | \$6,300.00 |
| VALUE LINE PUBLISHING, INC. | | | | | | 1 | \$6,300.00 |
| Grand Total | | | | | | 162 | \$59,725.16 |



Director's Report April 2026

1. Adult Library update (from Adult Library Supervisor Shellie Anderson):

We kicked things off with a couple of KonMari Tidying workshops. The KonMari Method, popularized by Marie Kondo's books like *The Life-Changing Magic of Tidying Up*, is a decluttering system that involves tidying by category (clothes, books, papers, sentimental items) in a specific order, not by location, and keeping only items that "spark joy." Rory Gaouette from spark joy mke, tailored the program to include the library as a resource to use in this endeavor.

We are collaborating with Ruckus and Glee in hosting a speed puzzling competition. Several teams of two will battle and see who can put a 500 piece puzzle together the fastest. Ruckus and Glee provided the puzzles and prizes. We have not done this before, so it will be interesting to see what the fastest time will be.

Also in April, we will be giving out seeds to patrons. We purchased seeds and repackaged them with 5 or 10 seeds in the envelope. Our seed library is an opportunity for people to try out a variety of different plants without having to purchase a whole packet of seeds where many will be wasted. This has been a very popular program in the past and we will encourage people to send us pictures of their plants for our social media.

We will have a gardening display of books in conjunction with the seed library. Our other display features books from our large and diverse collection of poetry to celebrate Poetry Month.

2. Children's Library update (from Children's Library Supervisor Abby Bussen):

In-person Programs: 45; Total attendance: 2,223

Passive Programs: 5; Total participation: 591

March gave us our highest in-person program attendance of 2026, putting us on track to meet or possibly exceed our programming numbers of 2025. We're so proud of the exceptional programming that we offer to our community, from our weekly story hours to

our unique partnerships like this month's collaboration with Cashel Irish Dance Academy. In our Story Times, we hosted community partners like the Wauwatosa Police Department, the Milwaukee Ballet, and the Wauwatosa Health Department, who all shared information about their careers with the young readers in unique ways. Cashel Irish Dance Academy helped us prepare for St. Patrick's Day with beautiful dancing and music in the Civic Center. We also were excited to co-host a Purim Celebration Story Time with Chabad of Wauwatosa, a story hour which welcomed non-Jewish families to join their neighbors and learn more about how our Jewish community members celebrate Purim. We're eager to continue offering cultural celebrations by partnering with community organizations to inform the learning experience.

Our beautiful Wauwatosa School District Art Month display is also under way, having been hung up throughout the children's library and atrium the last week in March. We invite our Board of Trustees and all of our community to stop by and take in the museum-like atmosphere. Don't forget to look up – there are even overhead pieces in this immersive gallery!

3. Building update (from Assistant Director Robert Trunley):

Between Wednesday April 8 and Thursday April 9, a window in the children's library was shattered. Fortunately, only the exterior pane was broken. It is unclear what caused the damage.

The Facilities Maintenance Department will contact a local glass contractor. They will come out, measure and get back to them with a price and ask for approval to proceed. From there they will fabricate the glass and when its ready, call facilities to schedule the installation. This could take a month or more depending on their availability.



The library replaced two public printers in the adult library during the last quarter of 2025. The toner cartridges for the new printers are more expensive than the cartridges for the older printers that were replaced, and the frequency that the cartridges need to be changed appears to have increased as well. These two factors have combined to accelerate spending from the printing and duplication account 6004 at a much higher rate than expected. We have made adjustments to the printer settings to mitigate toner use, and we are tracking page counts and revenues to determine how much increased printing volume is impacting costs as well. The library currently charges \$0.10 per page for black and white printing, and \$0.25 per page for color printing. We are examining our rates to ensure that we can continue to recoup our printing costs. Due to the sudden increase in printing costs, we will likely need to explore a fund transfer in 2026 to ensure that printing and duplication account 6004 has enough allocation for our expenses.

4. Circulation update (from Circulation Supervisor Alanna Maddox):

March was a super busy month in the circulation department. After a slower February, checkout numbers have spiked in March. Shelves have been inundated with returns and have worked hard to keep circulation workflow at an optimum level. The increase in program attendees for the children's department has also meant an increase in traffic, checkouts, and the creation of library cards.

After a successful round of interviews at the end of March, we have found our newest evening shelvee. Jenifer Van Able will start on Monday, April 13, filling our 8-week vacancy left by the previous shelvee. We are excited and relieved to finally be welcoming her to our team.

5. Municipal Complex update: We have continued to join city staff in program meetings with OPN Architects and C.G. Schmidt to develop conceptual options for the municipal complex renovation of the library and city hall. The next program meeting is on Tuesday, April 14, and the architects are looking at modifying the original conceptual plan as well as continuing to complete due diligence with exploring new options. The architects believe they are still on track to meet a May completion date given that the phase is still conceptual/high level with a goal of getting a final budget number before the next phase of jumping to full design begins. OPN Architects, C.G. Schmidt and city staff are scheduled to attend the May Library Board meeting to discuss the current phase.

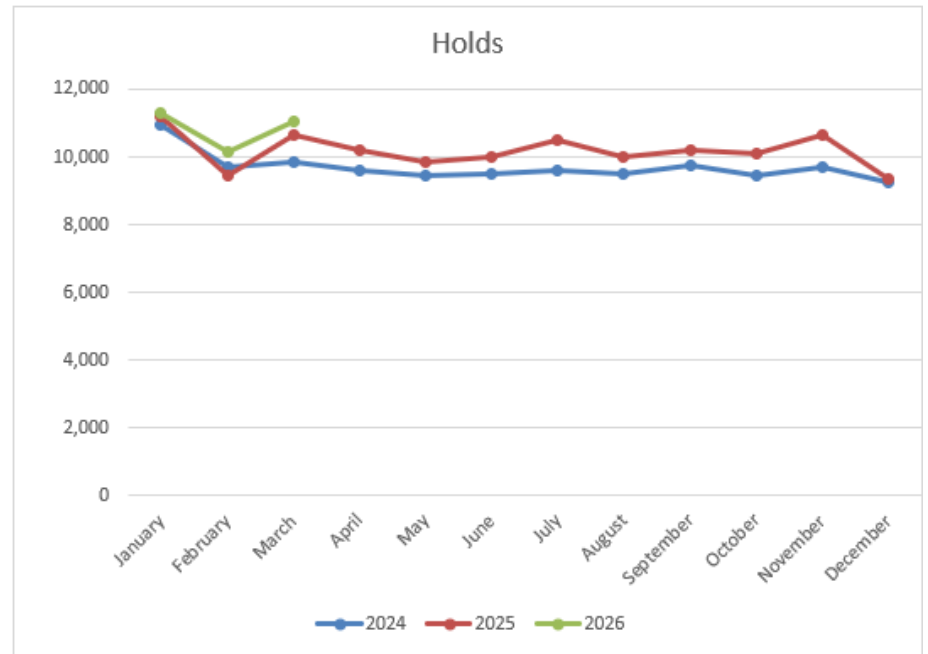
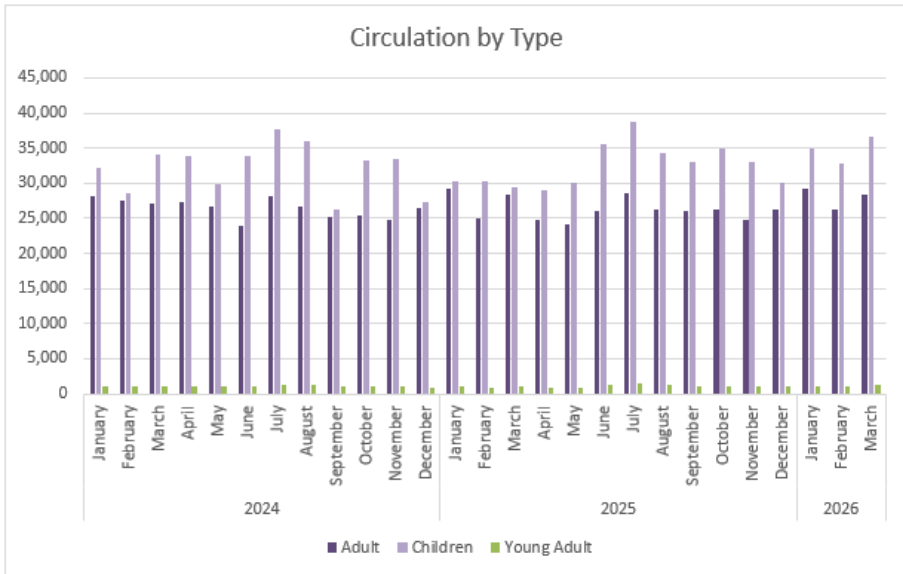
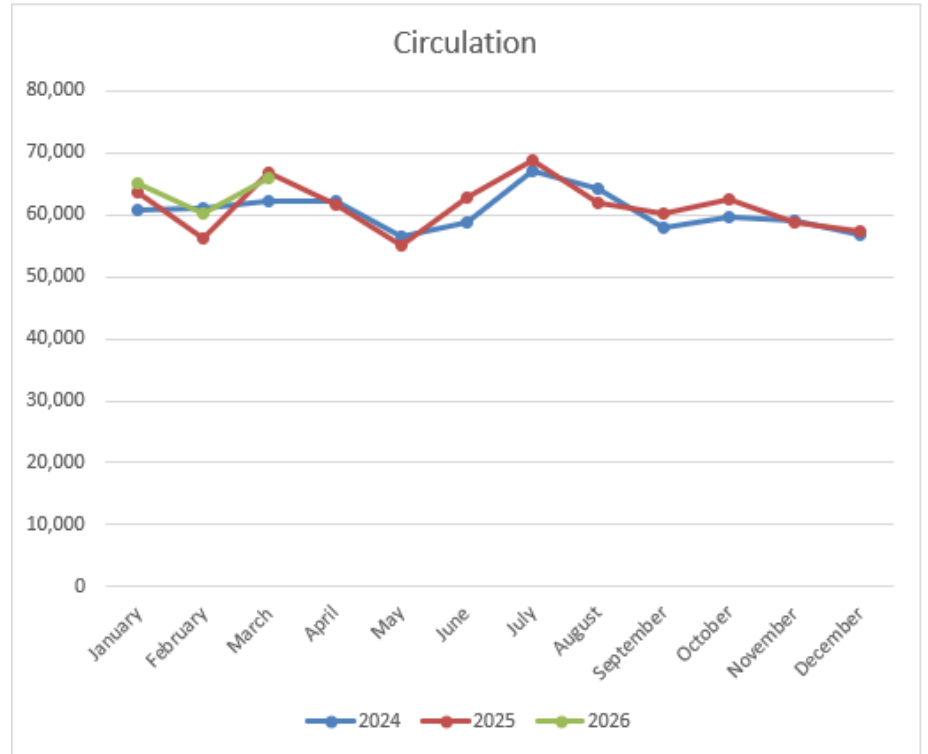
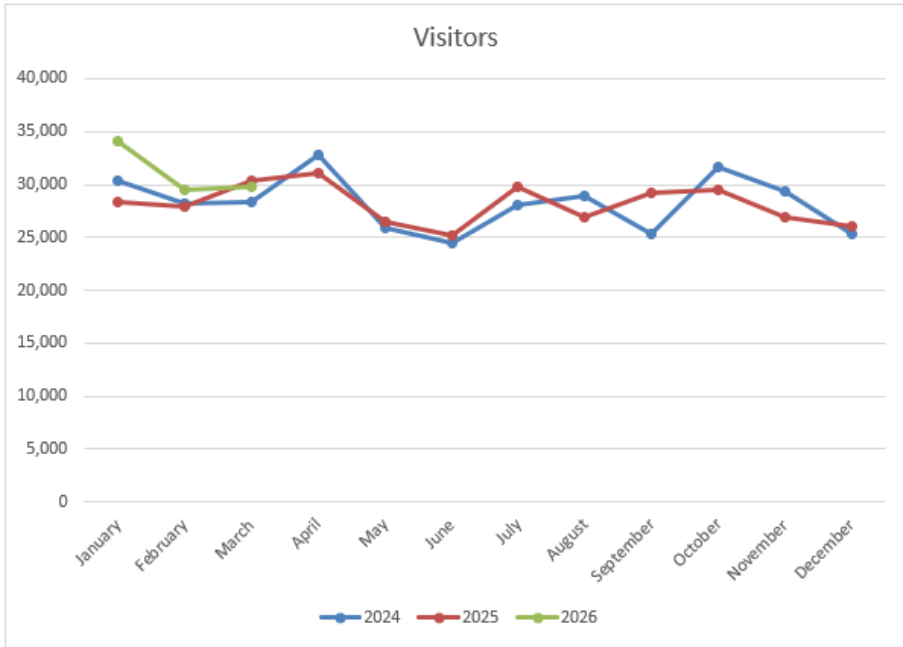
6. April staff anniversaries:

12 years Ann Powers, Adult Librarian

10 years Derick Braun, Circulation Attendant
2 years Lisa Desmond, Shelver
1 year Emma Letke, Shelver
1 year Megan Jimenez, Children's Librarian

7. Upcoming meetings:

- Planning Committee: Wednesday, May 20 at 5:30 PM
- Library Board: Wednesday, May 20 at 6:30 PM
- Finance Committee: Wednesday, June 17 at 5:30 PM
- Library Board: Wednesday, June 17 at 6:30 PM



Liability Issues

25

Generally, library trustees need fear no personal loss or liability for the honest performance of their official duties and exercise of powers granted by law. Wisconsin Statutes (Section [893.80\(4\)](#)) and court cases generally provide that public officials are immune from individual liability for actions performed within the scope of their office.

But personal liability is still possible for intentional or careless injuries or damages, illegal use of public funds or authority, ethics and conflict-of-interest law violations, public records law violations, and open meetings law violations. In the case of open meetings law violations, an individual board member who is found to be in violation of the law may be fined and must pay the fine personally, without reimbursement from the library or municipality.

Library boards must also avoid taking actions that violate rights guaranteed by the federal constitution or federal law. Special care must be exercised in actions that concern discrimination laws, employment laws, and First Amendment rights. Before taking any actions that may jeopardize these rights, it is strongly recommended that the board seek the advice of the municipal attorney (or county corporation counsel in the case of a consolidated county public library board).

Wisconsin Statutes provide that if a claim is brought against the library board because of an act or omission of the library board and the claim is disallowed by the library board, the claimant may bring action against the municipality or county (Section [43.58\(3\)](#)). Because the municipality or county is ultimately liable for any legal missteps by the library board, municipal and county attorneys are very willing to assist the library board with any legal questions.

Under most circumstances, municipalities have a legal responsibility to provide legal counsel to officers and employees (including library officers and employees) in proceedings brought because of actions taken while carrying out the duties of the office or position. Generally, under these circumstances, the municipality must also indemnify or pay for judgments for damages as well as other costs and legal fees. (See Wisconsin Statutes Section [895.46\(1\)\(a\)](#) for the details, including the limitations, of this law.)

Protections from Liability

You can greatly lessen the possibility of liability if you, and your fellow board members, do all of the following:

- Become knowledgeable about the various laws that apply to library board actions and library operations (such as the state open meetings and public records laws, state and local ethics laws and state and federal employment laws). See *Trustee Essential* [#7](#), [#14](#), [#15](#), and [#16](#) for more information about these laws.

In This Trustee Essential

- Basic issues concerning trustee and municipal liability
- Actions you can take to limit liability

- Adopt written policies for operating the library and review all library policies on a regular cycle, ensuring that all policies (including the personnel policy) are reviewed at least every three years. See *Trustee Essentials #7* and *#10* for more information.
- Exercise care and diligence in board consideration of new or revised policies. Review each policy in light of the “four tests of a legally defensible policy” from *Trustee Essential #10: Developing Essential Library Policies*.
- Vote against any proposed board action that you believe is illegal or improper. Vote to table an issue if you believe insufficient information has been provided on which to base an informed opinion. Make sure the minutes reflect your vote.
- Act and speak for the library only when authorized to do so by the full board.
- Avoid even the appearance of conflict of interest. (See *Trustee Essential #16: Ethics and Conflict of Interest Laws Applying to Trustees* for more information.)
- Consult with library system staff and/or the municipal or county attorney if you have concerns about the legality of any action or failure to take an action.

Sources of Additional Information

- Your library system staff (See *Trustee Tool B: Library System Map and Contact Information*.)
- Division for Libraries and Technology staff (See *Trustee Tool C: Division for Libraries and Technology Contact Information*.)

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This Trustee Essential provides only a general outline of the law and should not be construed as legal advice in individual or specific cases where additional facts might support a different or more qualified conclusion.