



Wauwatosa, WI

Library Board of Trustees

Meeting Agenda - Final

7635 W. North Avenue,
Wauwatosa, WI 53213

Wednesday, July 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

1. Approval of the meeting minutes from June 17, 2026 [26-1251](#)

PUBLIC COMMENT

ADMINISTRATIVE REPORTS

1. Year to date financial reports [26-1252](#)
2. Monthly operating vouchers ratification [26-1253](#)
3. President's report [26-1254](#)
4. Director's report [26-1255](#)
5. Wauwatosa Public Library Foundation report [26-1256](#)

NEW BUSINESS

1. Election of officers [26-1257](#)
2. 2027 Library operating budget request [26-1258](#)
3. Letter to Common Council [26-1259](#)
4. Trustee Essentials 27: Trustee orientation and continuing education [26-1260](#)

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, June 17, 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 in attendance, Ernst Franzen, Common Council Liaison.

Present 7	Board President Kathy Causier
	Trustee Bill Andrae
	Trustee Brian Began
	Trustee Monica Deluhery
	Trustee CJ Dykstra
	Trustee Christine Lindstrom
	Trustee Mary Nelson
Excused 2	Trustee Lauren Roznowski Hayden
	Trustee - School District Representative Meegan Archambo

APPROVAL OF MINUTES

Approval of the meeting minutes from May 20, 2026 [26-1158](#)

RESULT: APPROVED

MOVER: Bill Andrae

SECONDER: Monica Deluhery

Aye 7 Causier, Andrae, Began, Deluhery, Dykstra, Lindstrom, and Nelson

Excused 2 Roznowski Hayden, and Archambo

PUBLIC COMMENT

ADMINISTRATIVE REPORTS

Year-to-date financial reports [26-1159](#)

Monthly operating vouchers ratification [26-1160](#)

RESULT: APPROVED

MOVER: Brian Began

SECONDER: Bill Andrae

Aye 7 Causier, Andrae, Began, Deluhery, Dykstra, Lindstrom, and Nelson

Excused 2 Roznowski Hayden, and Archambo

President's report [26-1161](#)

Director's report [26-1162](#)

Wauwatosa Public Library Foundation report [26-1163](#)

NEW BUSINESS

Wauwatosa Public Library Foundation event request [26-1164](#)

RESULT: APPROVED

MOVER: Bill Andrae

SECONDER: Mary Nelson

Aye 7 Causier, Andrae, Began, Deluhery, Dykstra, Lindstrom, and Nelson

Excused 2 Roznowski Hayden, and Archambo

Library Agency Trust funding support request: SimplyPrint 3D Printer
cloud management software [26-1165](#)

RESULT: APPROVED

MOVER: Bill Andrae

SECONDER: CJ Dykstra

Aye 7 Causier, Andrae, Began, Deluhery, Dykstra, Lindstrom, and Nelson

Excused 2 Roznowski Hayden, and Archambo

2027 Budget preview [26-1166](#)

Trustee Essentials 26: The public library system board - the broad
viewpoint [26-1167](#)

ADJOURNMENT

President Causier adjourned the meeting at 7:48 pm.

Fiscal Year	2026
Period	All
Fund	35 - LIBRARY
Segment 5	510 - LIBRARY

July 10, 2026

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	\$1,876,168.40	\$1,875,462.23	50.0%
50 - WAGES	\$1,819,951.99	\$1,819,951.99	\$872,362.77	\$947,589.22	47.9%
5010 - REGULAR PAY	\$1,819,951.99	\$1,819,951.99	\$731,288.71	\$1,088,663.28	40.2%
5050 - OFF TIME	\$0.00	\$0.00	\$141,074.06	(\$141,074.06)	NA
5099 - SALARY & ATTRITION CONTRA	\$0.00	\$0.00	\$0.00	\$0.00	NA
51 - OVERTIME	\$0.00	\$0.00	\$824.98	(\$824.98)	NA
5110 - OVERTIME	\$0.00	\$0.00	\$824.98	(\$824.98)	NA
52 - BENEFITS	\$605,265.43	\$605,265.43	\$249,122.58	\$356,142.85	41.2%
5210 - FRINGE	\$348,852.00	\$348,852.00	\$127,232.77	\$221,619.23	36.5%
5220 - WORKERS COMP	\$19,039.06	\$19,039.06	\$9,284.21	\$9,754.85	48.8%
5230 - SOCIAL SECURITY	\$135,710.35	\$135,710.35	\$64,255.96	\$71,454.39	47.3%
5240 - WRS	\$101,664.02	\$101,664.02	\$48,349.64	\$53,314.38	47.6%
60 - OPERATING	\$462,325.00	\$466,983.39	\$253,024.51	\$213,958.88	54.2%
6002 - PROFESSIONAL DEVELOPMENT	\$10,000.00	\$10,000.00	\$3,135.65	\$6,864.35	31.4%
6003 - OFFICE SUPPLIES	\$12,000.00	\$12,000.00	\$4,564.74	\$7,435.26	38.0%
6004 - PRINTING AND DUPLICATION	\$11,500.00	\$11,500.00	\$14,012.89	(\$2,512.89)	121.9%
6005 - MEMBERSHIPS AND DUES	\$3,595.00	\$3,595.00	\$715.00	\$2,880.00	19.9%
6006 - BOOKS AND PERIODICALS	\$386,000.00	\$386,000.00	\$209,416.15	\$176,583.85	54.3%
6008 - OTHER SUPPLIES	\$14,280.00	\$14,280.00	\$8,570.35	\$5,709.65	60.0%
6013 - POSTAGE	\$1,000.00	\$1,000.00	\$55.52	\$944.48	5.6%
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	\$6,499.38	\$4,650.62	58.3%
6097 - PCARD REBATE	\$0.00	\$4,658.39	\$742.01	\$3,916.38	15.9%
6098 - INVEST IN PEOPLE - WORKFLOW ON	\$0.00	\$0.00	\$0.00	\$0.00	NA
6099 - OTHER EXPENSES	\$7,800.00	\$7,800.00	\$4,733.12	\$3,066.88	60.7%
62 - SERVICES	\$64,808.69	\$64,808.69	\$52,857.60	\$11,951.09	81.6%
6202 - GENERAL SERVICES	\$57,376.69	\$57,376.69	\$50,964.67	\$6,412.02	88.8%
6206 - EQUIPMENT REPAIRS	\$1,500.00	\$1,500.00	\$338.99	\$1,161.01	22.6%
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	\$1,553.94	\$2,946.06	34.5%
63 - UTILITIES	\$800.00	\$800.00	\$454.00	\$346.00	56.8%
6306 - TELECOMMUNICATIONS	\$800.00	\$800.00	\$454.00	\$346.00	56.8%
64 - FIXED CHARGES	\$10,003.75	\$10,003.75	\$4,987.99	\$5,015.76	49.9%
6409 - SOFTWARE HOSTING	\$4,903.75	\$4,903.75	\$2,000.00	\$2,903.75	40.8%
6411 - SOFTWARE MAINT	\$5,100.00	\$5,100.00	\$2,987.99	\$2,112.01	58.6%
65 - INTERNAL CHARGES	\$748,817.38	\$748,817.38	\$436,810.36	\$312,007.02	58.3%
6503 - INFORMATION SYSTEMS	\$240,057.38	\$240,057.38	\$140,033.46	\$100,023.92	58.3%
6504 - MUNICIPAL COMPLEX RENT	\$508,760.00	\$508,760.00	\$296,776.90	\$211,983.10	58.3%
66 - OTHER EXPENSES	\$35,000.00	\$35,000.00	\$5,723.61	\$29,276.39	16.4%
6602 - BUDGET ONLY	\$35,000.00	\$35,000.00	\$0.00	\$35,000.00	0.0%
6699 - PCARD DEFAULT	\$0.00	\$0.00	\$5,723.61	(\$5,723.61)	NA
Revenue	(\$3,746,972.24)	(\$3,751,630.63)	(\$403,875.09)	(\$3,347,755.54)	10.8%
45 - FINES AND PENALTIES	(\$8,000.00)	(\$8,000.00)	(\$4,542.85)	(\$3,457.15)	56.8%
4510 - LATE FEE	(\$8,000.00)	(\$8,000.00)	(\$4,542.85)	(\$3,457.15)	56.8%
46 - PUBLIC CHARGES	(\$26,500.00)	(\$26,500.00)	(\$22,341.00)	(\$4,159.00)	84.3%
4628 - DAMAGE TO CITY PROPERTY	(\$8,500.00)	(\$8,500.00)	(\$8,543.71)	\$43.71	100.5%
4699 - OTHER PUBLIC CHARGES	(\$18,000.00)	(\$18,000.00)	(\$13,797.29)	(\$4,202.71)	76.7%
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)	(\$14,765.24)	(\$10,693.15)	58.0%
4808 - SALE OF CITY PROPERTY - NONCAP	(\$18,000.00)	(\$18,000.00)	(\$8,962.06)	(\$9,037.94)	49.8%
4820 - P-CARD REBATE	\$0.00	(\$4,658.39)	(\$4,658.39)	\$0.00	100.0%
4832 - FOOD BEVERAGE AND MRCHNDS SALE	(\$2,800.00)	(\$2,800.00)	(\$1,144.79)	(\$1,655.21)	40.9%
49 - OTHER SOURCES	(\$3,330,200.24)	(\$3,330,200.24)	\$0.00	(\$3,330,200.24)	0.0%
4960 - TRANSFER FROM GENERAL FUND	(\$3,330,200.24)	(\$3,330,200.24)	\$0.00	(\$3,330,200.24)	0.0%

Library Invoices

Invoice Due Dates: 6/1/2026 thru 6/30/2026

Vendor Name	Vendor #	Invoice Number	Invoice Date	Invoice Description	Org Obj	Object Description	Inv Line Item Amt
AMAZON - 833							
		88771	6/15/2026	Book afic*	35510103 - 6006	BOOKS AND PERIODICALS	\$44.35
		88793	6/15/2026	Book avis*	35510103 - 6006	BOOKS AND PERIODICALS	\$29.69
		88795	6/15/2026	Book special*	35510103 - 6006	BOOKS AND PERIODICALS	\$17.60
		88820	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$11.04
		88821	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$14.26
		88829	6/15/2026	Book 14.50 afic 41.32 avis*	35510103 - 6006	BOOKS AND PERIODICALS	\$55.82
		88830	6/15/2026	Book avis*	35510103 - 6006	BOOKS AND PERIODICALS	\$14.54
		88856	6/15/2026	material athings*	35510103 - 6006	BOOKS AND PERIODICALS	-\$25.99
		88861	6/15/2026	Book afic*	35510103 - 6006	BOOKS AND PERIODICALS	\$24.36
		88874	6/15/2026	material athings*	35510103 - 6006	BOOKS AND PERIODICALS	\$114.99
		88901	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$20.92
		88913	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$71.48
		88914	6/15/2026	material jthings*	35510104 - 6006	BOOKS AND PERIODICALS	\$143.92
		88917	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$7.66
		88918	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$13.20
		88919	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$103.50
		88923	6/15/2026	Book 16.50 amed 17.59 afic*	35510103 - 6006	BOOKS AND PERIODICALS	\$34.09
		88924	6/15/2026	Book afic*	35510103 - 6006	BOOKS AND PERIODICALS	\$33.00
		88925	6/15/2026	Book afic*	35510103 - 6006	BOOKS AND PERIODICALS	\$82.50
		88926	6/15/2026	Book alp*	35510103 - 6006	BOOKS AND PERIODICALS	\$21.59
		88927	6/15/2026	Book alp*	35510103 - 6006	BOOKS AND PERIODICALS	\$29.99
		88928	6/15/2026	Book afic*	35510103 - 6006	BOOKS AND PERIODICALS	\$19.13
		88944	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$35.99
		88947	6/15/2026	Book ascifi*	35510103 - 6006	BOOKS AND PERIODICALS	\$17.60
		88948	6/15/2026	Book 33 abiog*	35510103 - 6006	BOOKS AND PERIODICALS	\$33.00
		88949	6/15/2026	Book 88 abiog 113.29 afic*	35510103 - 6006	BOOKS AND PERIODICALS	\$201.29
		88950	6/15/2026	Book 51.12 avis* office supplies 15.99	35510000 - 6003	OFFICE SUPPLIES	\$15.99
					35510103 - 6006	BOOKS AND PERIODICALS	\$51.12
		88951	6/15/2026	Book special*	35510103 - 6006	BOOKS AND PERIODICALS	\$66.00
		88952	6/15/2026	Book alp*	35510103 - 6006	BOOKS AND PERIODICALS	\$10.55
		88969	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$27.95
		88970	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$18.63
		88975	6/15/2026	programming supplies kids	35510104 - 6027	PROGRAMMING	\$200.57
		88976	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$24.66
		88977	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$17.52
		88982	6/15/2026	Book special*	35510103 - 6006	BOOKS AND PERIODICALS	\$38.50
		88983	6/15/2026	Book alp*	35510103 - 6006	BOOKS AND PERIODICALS	\$57.60
		88986	6/15/2026	office supplies	35510000 - 6003	OFFICE SUPPLIES	\$10.56
		89009	6/15/2026	programming supplies adult & kids	35510103 - 6027	PROGRAMMING	\$17.57
					35510104 - 6027	PROGRAMMING	\$17.57
		89012	6/15/2026	Book apbro*	35510103 - 6006	BOOKS AND PERIODICALS	\$15.00

Vendor Name	Vendor #	Invoice Number	Invoice Date	Invoice Description	Org Obj	Object Description	Inv Line Item Amt
		89013	6/15/2026	Book special*	35510103 - 6006	BOOKS AND PERIODICALS	\$101.25
		89032	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$5.84
		89034	6/15/2026	material advd*	35510103 - 6006	BOOKS AND PERIODICALS	\$21.00
		89036	6/15/2026	Book special*	35510103 - 6006	BOOKS AND PERIODICALS	\$109.72
		89037	6/15/2026	Book special*	35510103 - 6006	BOOKS AND PERIODICALS	\$31.90
		89048	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$19.90
		89051	6/15/2026	material jthings*	35510104 - 6006	BOOKS AND PERIODICALS	\$17.99
		89062	6/15/2026	Book special*	35510103 - 6006	BOOKS AND PERIODICALS	\$33.00
		89072	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$8.44
		89073	6/15/2026	Book Atech*	35510103 - 6006	BOOKS AND PERIODICALS	\$21.65
		89095	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$20.32
		89100	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$55.03
		89103	6/15/2026	Book asoc*	35510103 - 6006	BOOKS AND PERIODICALS	\$79.99
		89104	6/15/2026	programming supplies adult	35510103 - 6027	PROGRAMMING	\$97.30
		89115	6/15/2026	other expenses	35510000 - 6097	PCARD REBATE	\$29.98
		89131	6/15/2026	programming supplies kids &YA	35510103 - 6027	PROGRAMMING	\$16.99
					35510104 - 6027	PROGRAMMING	\$16.99
		89132	6/15/2026	Book Afic*	35510103 - 6006	BOOKS AND PERIODICALS	-\$8.13
		89133	6/15/2026	Book special*	35510103 - 6006	BOOKS AND PERIODICALS	\$16.50
		89149	6/15/2026	programming supplies k&YA	35510103 - 6027	PROGRAMMING	\$21.36
					35510104 - 6027	PROGRAMMING	\$21.36
		89167	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$59.28
		89176	6/15/2026	material jthings*	35510104 - 6006	BOOKS AND PERIODICALS	\$42.74
		89177	6/15/2026	programming supplies kids	35510104 - 6027	PROGRAMMING	\$35.79
		89178	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$24.01
		89179	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$31.15
		89180	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$60.67
		89186	6/15/2026	Book afic*	35510103 - 6006	BOOKS AND PERIODICALS	\$12.90
		89209	6/15/2026	WPL Foundation support	15947000 - 6099	OTHER EXPENSES	\$428.31
		89213	6/15/2026	material Athings*	35510103 - 6006	BOOKS AND PERIODICALS	\$116.31
		89235	6/15/2026	Book special*	35510103 - 6006	BOOKS AND PERIODICALS	\$33.00
		89262	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$11.04
		89268	6/15/2026	Book Alp*	35510103 - 6006	BOOKS AND PERIODICALS	\$123.00
		89269	6/15/2026	Book ALP*	35510103 - 6006	BOOKS AND PERIODICALS	\$67.65
		89284	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$10.48
		89286	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$27.27
		89288	6/15/2026	processing supplies	35510000 - 6008	OTHER SUPPLIES	\$25.99
		89289	6/15/2026	Book Avis*	35510103 - 6006	BOOKS AND PERIODICALS	\$8.77
		89312	6/15/2026	programming supplies kids & YA	35510103 - 6027	PROGRAMMING	\$12.35
					35510104 - 6027	PROGRAMMING	\$12.34
		89313	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$11.13
					AMAZON	77	\$3,651.87

AMERICAN LIBRARY ASSOCIATION - 13

13153347	6/15/2026	specialty library cards	35510103 - 6003	OFFICE SUPPLIES	\$35.10
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AMERICAN LIBRARY ASSOCIATION	1	\$35.10	7
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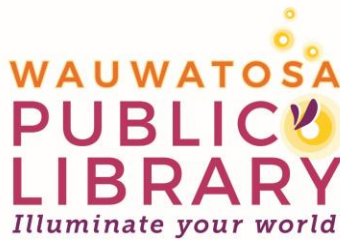
Vendor Name	Vendor #	Invoice Number	Invoice Date	Invoice Description	Org Obj	Object Description	Inv Line Item Amt
AQUATIC REALMZ - 1689							
	AR4106	6/15/2026	fish tank service		35510000 - 6202	GENERAL SERVICES	\$100.00
AQUATIC REALMZ						1	\$100.00
BLACKSTONE PUBLISHING - 380							
	2235401	6/15/2026	material abkcd*		35510103 - 6006	BOOKS AND PERIODICALS	\$39.99
BLACKSTONE PUBLISHING						1	\$39.99
CAVENDISH SQUARE PUBLISHING LLC - 2564							
	CAL356427	6/16/2026	Book jarpacul*		38510000 - 6006	BOOKS AND PERIODICALS	\$2,289.77
CAVENDISH SQUARE PUBLISHING LLC						1	\$2,289.77
CENGAGE LEARNING INC - 1010							
	999102838862	6/17/2026	Book alp*		35510103 - 6006	BOOKS AND PERIODICALS	\$53.25
	99102763025	6/15/2026	Book ALP*		35510103 - 6006	BOOKS AND PERIODICALS	\$41.17
CENGAGE LEARNING INC						2	\$94.42
CENTER POINT LARGE PRINT - 870							
	2244509	6/15/2026	Book alp*		35510103 - 6006	BOOKS AND PERIODICALS	\$98.28
CENTER POINT LARGE PRINT						1	\$98.28
CITY OF WAUWATOSA - 295							
	88798	6/15/2026	test transaction		35510000 - 6211	CREDIT CARD PROCESSING	\$2.00
	89270	6/15/2026	cashiering test refund		35510000 - 6211	CREDIT CARD PROCESSING	-\$1.00
	89271	6/15/2026	cashiering test		35510000 - 6211	CREDIT CARD PROCESSING	\$1.00
CITY OF WAUWATOSA						3	\$2.00
DEMCO - 76							
	7797927	6/15/2026	processing supplies		35510000 - 6008	OTHER SUPPLIES	\$97.98
DEMCO						1	\$97.98
EMPLOYEES - 1316							
	52526	6/1/2026	professional development		35510000 - 6002	PROFESSIONAL DEVELOPMENT	\$406.75
	622026	6/2/2026	professional development		10143431 - 6002	PROFESSIONAL DEVELOPMENT	\$239.70
EMPLOYEES						2	\$646.45
ENVISIONWARE - 976							
	INV-US-81740	6/15/2026	general services		35510000 - 6202	GENERAL SERVICES	\$190.50
ENVISIONWARE						1	\$190.50
FORWARD TS - 211							
	AR284210	6/8/2026	Copier service		35510000 - 6202	GENERAL SERVICES	\$207.51
FORWARD TS						1	\$207.51
HOTEL LISTING - 505							
	89102	6/15/2026	professional development		35510000 - 6002	PROFESSIONAL DEVELOPMENT	\$101.00
	89230	6/15/2026	professional development - invest in people		10143431 - 6002	PROFESSIONAL DEVELOPMENT	\$110.00
HOTEL LISTING						2	\$211.00
INGRAM LIBRARY SERVICES LLC - 2432							
	96491897	6/15/2026	Books apra, adult, kids		35510103 - 6006	BOOKS AND PERIODICALS	\$341.55
					35510104 - 6006	BOOKS AND PERIODICALS	\$239.53
					38510000 - 6006	BOOKS AND PERIODICALS	\$58.96
	96498064	6/15/2026	Books arpa, adult, kids		35510103 - 6006	BOOKS AND PERIODICALS	\$185.99
					35510104 - 6006	BOOKS AND PERIODICALS	\$269.57
					38510000 - 6006	BOOKS AND PERIODICALS	\$27.43

Vendor Name	Vendor #	Invoice Number	Invoice Date	Invoice Description	Org Obj	Object Description	Inv Line Item Amt
		96491896	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$75.14
					35510104 - 6006	BOOKS AND PERIODICALS	\$41.76
					38510000 - 6006	BOOKS AND PERIODICALS	\$21.98
		96491898	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$714.23
					35510104 - 6006	BOOKS AND PERIODICALS	\$20.88
		96524388	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$28.49
					35510104 - 6006	BOOKS AND PERIODICALS	\$394.87
					38510000 - 6006	BOOKS AND PERIODICALS	\$10.99
		96524389	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$342.13
					35510104 - 6006	BOOKS AND PERIODICALS	\$86.14
					38510000 - 6006	BOOKS AND PERIODICALS	\$16.50
		96569628	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$98.50
					35510104 - 6006	BOOKS AND PERIODICALS	\$435.42
					38510000 - 6006	BOOKS AND PERIODICALS	\$16.19
		96556683	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$27.89
					35510104 - 6006	BOOKS AND PERIODICALS	\$154.73
		CM96463825	6/15/2026	book refund jbks	35510104 - 6006	BOOKS AND PERIODICALS	-\$36.39
		96586256	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$281.22
					35510104 - 6006	BOOKS AND PERIODICALS	\$71.40
					38510000 - 6006	BOOKS AND PERIODICALS	\$33.97
		96586255	6/15/2026	Book adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$33.40
					35510104 - 6006	BOOKS AND PERIODICALS	\$21.28
		96626215	6/15/2026	Books adult	35510103 - 6006	BOOKS AND PERIODICALS	\$209.01
		96634800	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$1,493.32
					35510104 - 6006	BOOKS AND PERIODICALS	\$52.75
		96682389	6/15/2026	Books kids	35510104 - 6006	BOOKS AND PERIODICALS	\$13.99
		96682390	6/15/2026	Book arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$236.99
					35510104 - 6006	BOOKS AND PERIODICALS	\$442.33
					38510000 - 6006	BOOKS AND PERIODICALS	\$61.56
		96682388	6/15/2026	Book arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$408.88
					35510104 - 6006	BOOKS AND PERIODICALS	\$347.97
					38510000 - 6006	BOOKS AND PERIODICALS	\$51.69
		96700833	6/15/2026	Books adult	35510103 - 6006	BOOKS AND PERIODICALS	\$42.00
		96731315	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$351.36
					35510104 - 6006	BOOKS AND PERIODICALS	\$242.07
					38510000 - 6006	BOOKS AND PERIODICALS	\$105.34
		96718316	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$85.89
					35510104 - 6006	BOOKS AND PERIODICALS	\$10.44
		96718315	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$538.45
					35510104 - 6006	BOOKS AND PERIODICALS	\$121.08
					38510000 - 6006	BOOKS AND PERIODICALS	\$11.40
		96731316	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$48.25
					35510104 - 6006	BOOKS AND PERIODICALS	\$29.22
		96760204	6/15/2026	Books adult	35510103 - 6006	BOOKS AND PERIODICALS	\$151.08
		96747652	6/15/2026	Book kids	35510104 - 6006	BOOKS AND PERIODICALS	\$8.99

Vendor Name	Vendor #	Invoice Number	Invoice Date	Invoice Description	Org Obj	Object Description	Inv Line Item Amt
		96776211	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$1,837.52
					35510104 - 6006	BOOKS AND PERIODICALS	\$121.95
					38510000 - 6006	BOOKS AND PERIODICALS	\$64.36
		96776212	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$146.02
					35510104 - 6006	BOOKS AND PERIODICALS	\$435.61
		96819923	6/15/2026	Books jbks	35510104 - 6006	BOOKS AND PERIODICALS	\$46.71
		96812321	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$27.68
					35510104 - 6006	BOOKS AND PERIODICALS	\$305.81
		96819922	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$268.91
					35510104 - 6006	BOOKS AND PERIODICALS	\$71.43
					38510000 - 6006	BOOKS AND PERIODICALS	\$78.07
		96897695	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$87.83
					35510104 - 6006	BOOKS AND PERIODICALS	\$162.20
		96883569	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$340.71
					35510104 - 6006	BOOKS AND PERIODICALS	\$134.71
					38510000 - 6006	BOOKS AND PERIODICALS	\$37.37
		96945859	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$17.05
					35510104 - 6006	BOOKS AND PERIODICALS	\$53.90
		96953815	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$271.61
					35510104 - 6006	BOOKS AND PERIODICALS	\$491.80
					38510000 - 6006	BOOKS AND PERIODICALS	\$10.99
		96963954	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$99.75
					35510104 - 6006	BOOKS AND PERIODICALS	\$269.88
					38510000 - 6006	BOOKS AND PERIODICALS	\$11.99
		96953816	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$94.57
					35510104 - 6006	BOOKS AND PERIODICALS	\$290.43
		97000656	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$1,565.58
					35510104 - 6006	BOOKS AND PERIODICALS	\$61.54
					38510000 - 6006	BOOKS AND PERIODICALS	\$41.24
		97000657	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$285.33
					35510104 - 6006	BOOKS AND PERIODICALS	\$10.99
		97034249	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$518.30
					35510104 - 6006	BOOKS AND PERIODICALS	\$9.34
		97025342	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$157.72
					35510104 - 6006	BOOKS AND PERIODICALS	\$661.05
					38510000 - 6006	BOOKS AND PERIODICALS	\$30.24
		CM97079677	6/15/2026	refunds jbks	35510104 - 6006	BOOKS AND PERIODICALS	-\$1.74
		97056501	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$162.18
					35510104 - 6006	BOOKS AND PERIODICALS	\$226.43
					38510000 - 6006	BOOKS AND PERIODICALS	\$49.97
		97069768	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$51.87
					35510104 - 6006	BOOKS AND PERIODICALS	\$113.11
		97056500	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$171.79
					35510104 - 6006	BOOKS AND PERIODICALS	\$85.31
		97088403	6/15/2026	Books adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$17.9

Vendor Name	Vendor #	Invoice Number	Invoice Date	Invoice Description	Org Obj	Object Description	Inv Line Item Amt
KANOPY INC - 1657	97115316	6/15/2026	Books apra, adult, kids	35510104 - 6006	BOOKS AND PERIODICALS	\$23.48	
				35510103 - 6006	BOOKS AND PERIODICALS	\$152.19	
				35510104 - 6006	BOOKS AND PERIODICALS	\$194.58	
				38510000 - 6006	BOOKS AND PERIODICALS	\$60.56	
	97138664	6/15/2026	Book adult	35510103 - 6006	BOOKS AND PERIODICALS	\$25.66	
	97138665	6/15/2026	Books arpa, adult, kids	35510103 - 6006	BOOKS AND PERIODICALS	\$256.60	
	97121356	6/15/2026	Books adult, kids	35510104 - 6006	BOOKS AND PERIODICALS	\$44.76	
				38510000 - 6006	BOOKS AND PERIODICALS	\$37.06	
				35510103 - 6006	BOOKS AND PERIODICALS	\$451.58	
				35510104 - 6006	BOOKS AND PERIODICALS	\$138.29	
	97121357	6/15/2026	Books kids	35510104 - 6006	BOOKS AND PERIODICALS	\$190.42	
	INGRAM LIBRARY SERVICES LLC					48	\$20,650.09
507212	5/31/2026	material econtent*	35510103 - 6006	BOOKS AND PERIODICALS	\$868.70		
KANOPY INC					1	\$868.70	
MCDANIELS MARKETING - 2413	14466	6/9/2026	Brand kit - Agency trust funding	15947000 - 6099	OTHER EXPENSES	\$3,750.00	
	MCDANIELS MARKETING					1	\$3,750.00
MICRO MARKETING LLC - 889	1006457	6/15/2026	Book abkcd*	35510103 - 6006	BOOKS AND PERIODICALS	\$168.23	
	MICRO MARKETING LLC					1	\$168.23
MIDWEST TAPE - 333	508947203	6/2/2026	Books kids	35510104 - 6006	BOOKS AND PERIODICALS	\$447.12	
	508947201	6/2/2026	material advd	35510103 - 6006	BOOKS AND PERIODICALS	\$24.74	
	508983323	6/9/2026	Book kids	35510104 - 6006	BOOKS AND PERIODICALS	\$60.79	
	508983324	6/9/2026	material advd	35510103 - 6006	BOOKS AND PERIODICALS	\$52.48	
	508983325	6/9/2026	material acd	35510103 - 6006	BOOKS AND PERIODICALS	\$11.99	
	509007492	6/15/2026	material adult	35510103 - 6006	BOOKS AND PERIODICALS	\$89.96	
	509020888	6/19/2026	material adult	35510103 - 6006	BOOKS AND PERIODICALS	\$38.98	
	509027360	6/16/2026	material adult	35510103 - 6006	BOOKS AND PERIODICALS	\$46.48	
	MIDWEST TAPE					8	\$772.54
NOAH RIEMER PRODUCTIONS - 2549	7092026	6/1/2026	programming kids	35510104 - 6027	PROGRAMMING	\$500.00	
	NOAH RIEMER PRODUCTIONS					1	\$500.00
ONE TIME VENDOR - 99999	642026	6/4/2026	material art	35510103 - 6006	BOOKS AND PERIODICALS	\$150.00	
	505571	6/3/2026	material econtent*	35510103 - 6006	BOOKS AND PERIODICALS	\$882.00	
	88902	6/15/2026	Book jbks*	35510104 - 6006	BOOKS AND PERIODICALS	\$15.86	
	88979	6/15/2026	4.19 athings* office supplies, programming supplie	35510000 - 6003	OFFICE SUPPLIES	\$7.99	
	88985	6/15/2026	programming supplies kids	35510103 - 6006	BOOKS AND PERIODICALS	\$4.19	
				35510103 - 6027	PROGRAMMING	\$29.60	
				35510104 - 6027	PROGRAMMING	\$29.59	
				35510104 - 6027	PROGRAMMING	\$12.96	
	89038	6/15/2026	programming kids	35510104 - 6027	PROGRAMMING	\$100.00	
	89039	6/15/2026	programmingq kids	35510104 - 6027	PROGRAMMING	\$225.00	
	1						

Vendor Name	Vendor #	Invoice Number	Invoice Date	Invoice Description	Org Obj	Object Description	Inv Line Item Amt
		89096	6/15/2026	programming supplies adult	35510103 - 6027	PROGRAMMING	\$10.02
		89207	6/15/2026	Brewer's grant	15947000 - 6099	OTHER EXPENSES	\$149.73
		89208	6/15/2026	WPL Foundation support	15947000 - 6099	OTHER EXPENSES	\$1,259.04
		89794	6/15/2026	Foundation support purchase	15947000 - 6099	OTHER EXPENSES	\$450.91
		89799	6/15/2026	Foundation support purchase	15947000 - 6099	OTHER EXPENSES	\$2,514.23
	ONE TIME VENDOR					12	\$5,841.12
PLAYAWAY PRODUCTS LLC - 2424							
		533943	6/15/2026	material jthings*	35510104 - 6006	BOOKS AND PERIODICALS	\$64.99
		535944	6/15/2026	material jbks*	35510103 - 6006	BOOKS AND PERIODICALS	\$374.94
		537042	6/15/2026	Foundation support purchase	15947000 - 6099	OTHER EXPENSES	\$6,829.89
	PLAYAWAY PRODUCTS LLC					3	\$7,269.82
SWANK MOTION PICTURES - 671							
		10104667	6/15/2026	movie license through 2029	15947000 - 6099	OTHER EXPENSES	\$2,048.00
	SWANK MOTION PICTURES					1	\$2,048.00
TARGET STORES 25 - 264							
		89050	6/15/2026	other expenses	35510000 - 6097	PCARD REBATE	\$10.78
	TARGET STORES 25					1	\$10.78
TASTE OF HOME - 1700							
		88831	6/15/2026	material atech*	35510103 - 6006	BOOKS AND PERIODICALS	\$39.98
	TASTE OF HOME					1	\$39.98
TNZ MAGIC - 2547							
		6152026	6/1/2026	programming kids	35510104 - 6027	PROGRAMMING	\$550.00
	TNZ MAGIC					1	\$550.00
ZOOLOGICAL SOCIETY - 1446							
		89154	6/15/2026	material passes*	35510103 - 6006	BOOKS AND PERIODICALS	\$2,500.00
	ZOOLOGICAL SOCIETY					1	\$2,500.00
Grand Total						174	\$52,634.13



Director's Report

July 2026

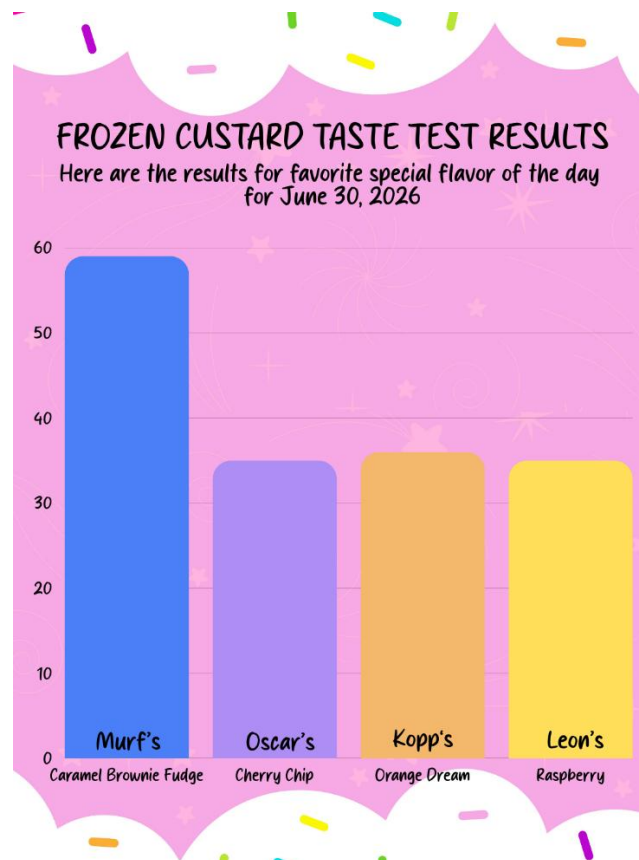
1. Circulation update (from Circulation Supervisor Alanna Maddox):
A job posting to replace former Circulation Attendant Jessica Baumann closed on July 7. We will begin interviewing the week of July 20th and hope to fill the position by the first week of August.
2. Young Adult update (from Adult Librarian Katie Jentges):
Summer young adult programming is in full swing! We kicked off this summer with a taste test of almost 20 flavors of Pop Tarts. As usual the taste test program filled up quickly, so we used that program to have a discussion with the teens in attendance why they love the library and what they would like to see in a new building. They had thoughtful answers, particularly from one teen, who said something along the lines of "I don't have a lot of friends, but when I come to teen events at the Library, I feel like I make friends and easily fit in." As for what they would like to see in a new building? The overwhelming response was the fish tank.

Our second program of the summer was making homemade paper. Teens made a mess as they used a blender, recycled paper, and water to make paper pulp. From there they used moulds and deckles to make paper in various sizes, which they decorated using liquid watercolor, tissue paper, and other craft supplies. We had leftover seeds from a program this spring, so teens even got to make a piece of seed paper that they are able to plant and watch grow. We will report back on the success rate of the seed paper as the summer continues.



3. Adult Library update (from Adult Librarian Katie Jentges):

The always popular custard taste test was held June 30 in honor of June Dairy Month. This year more than 270 attendees tried the flavor of the day custard from Kopp's, Leon's Murf's, and Oscar's. Adult Librarian Ann Powers and her army of volunteers dish up samples of the flavors and patrons vote on the winner. This year's clear winner was Murf's Caramel Brownie Fudge, with the other flavors closely all tied behind.



The Milwaukee Aging and Disability Resource Center has continued their weekly Friday sessions. During these sessions, community health workers help people who are looking for housing assistance, appropriate medical care resources, and apply for Medicare. Knowing that they are here once a week helps staff at the Adult Reference Desk provide a helpful in-person resource, rather than just another phone number when it comes to answering these types of questions.

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

In-Person Programs: 53; Attendees: 3,154

Passive Programs: 5; Participants: 639

Summer is upon us and WOW can we see and feel the excitement in the Children's Library! Every day, we are full to bursting with kids and their grownups looking for materials and attending programs. This month, we kicked off our programming with magician Zack Percell who brought in 260 people to check out his incredible show. We were able to capitalize on that event by holding a simultaneous, joint Library & City Hall community listening session in the link, where we welcomed program attendees and complex visitors to take the survey and were available to field questions alongside members of the City engineering team. It was a very successful event! The Children's Library also continued our outreach partnership

with the Ronald McDonald House, offering a tailored evening program to meet the needs of their current residents. We'll continue to offer that throughout the summer.

We hosted some of our first summer STEAM programs, including our first Kids' 3D printer training, which had full attendance, and we were able to badge 30 kids (plus several of their parents – hey, they did a lot of work too!). Those makers have been avidly using the 3D printers ever since. In less than a month since the class, we have had 99 prints and counting from our young makers! A dedicated makerspace with a full-time staff member to coordinate it would be well used in our community. We also learned about simple robots, motors and circuits to make cool scribblebots in STEAM time.



We were overjoyed to welcome author Judy Campbell-Smith, illustrator Maggie Carroll, and mascot Bernie Brewer to celebrate the book *Baseball for Breakfast: a (Mostly) True Story*. We listened to the story, made a cute craft, and got to meet and greet the creators & Bernie at this awesome event, pulled together by ourselves and our friends at Boswell Book Company.



Onward to July!

5. Registration for this year's [Trustee Training Week](#), August 10 - 13, is open. This year's line-up includes:

- [Wisconsin Library Law](#) with Kris Turner on Monday, August 10
- [What You Need to Know about AI and Libraries](#) with Crystal Trice on Tuesday, August 11
- [Board Documents 101](#) with Laura Meade on Wednesday, August 12
- [All Playing in the Same Orchestra](#): Collaborating for Community Success with Kami Lynch and Teresa Schmidt on Thursday, August 13

Register for each one-hour webinar individually. Webinars take place from noon - 1 pm each day and will be recorded if you're not able to attend live.

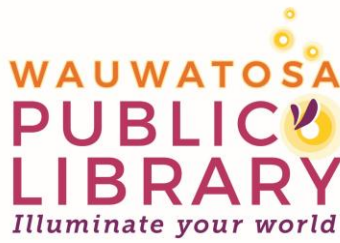
Trustee Training was made possible thanks to the [Wisconsin Department of Instruction \(DPI\) Bureau of Libraries](#), with funding support from the [Institute of Museum and Library Services](#). All 15 public library systems in Wisconsin [support Trustee Training Week](#).

6. July staff anniversaries:

12 years	Cori Lutz, Administrative Assistant
9 years	Katie Jentges, Adult Librarian
5 years	Karen Schleicher, Shelver
2 years	Abby Bussen, Children's Library Supervisor

7. Upcoming meetings:

- Library Board: Wednesday, September 16 at 6:30 PM



To: Library Board

Fr: Peter Loeffel, Library Director

July 15, 2026

Re: Election of officers

Purpose/Need

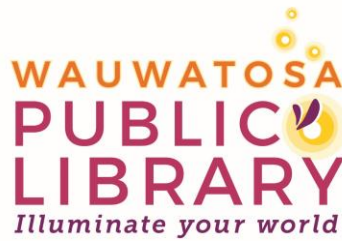
The Library Board elects the officer positions of President and Vice-president at its annual meeting, which is held at the time of the regular meeting in July.

President Kathleen Causier and Vice-President Monica Deluhery are each finishing their first term in each position. The Library Board bylaws limit trustees to two consecutive terms in a single officer position.

Kathleen and Monica are willing to serve a second term in their respective positions.

- President: Kathy Causier
- Vice-President: Monica Deluhery

Additional nominations may be made from the floor during the July meeting.



To: Library Board

Fr: Peter Loeffel, Library Director

July 15, 2026

Re: 2027 Library operating budget request

Purpose/Need

The Library Board approves an annual Wauwatosa Public Library (WPL) operating budget request.

2026 Library Budget Request Notes

The City finance department has provided a 2% allowance for operating expense increases. The operating expenses are the 6000 object range, from 6002 through 6099.

2026 original operating expense budget	\$462,325.00
2027 2% allowable operating increase	\$9,246.50
2027 allowable operating expense total	\$471,571.50

Revenue estimates (4000, excluding 4960 TRANSFER FROM GENERAL FUND)

2026 budget	\$416,772.00
2027 estimated	\$395,392.00
Change	(\$21,380.00); -0.6%

Operating expenditures (6000-6099)

2026 budget	\$462,325.00
2027 proposed	\$471,571.50
Change	\$9,246.50; 2.0%

Object categories

4000	Revenue
5000	Wages and Benefits
6000	Operating Expenses
6200	Services
6300	Utilities
6400	Fixed Charges
6500	Internal Charges
7000	Capital Outlay

Revenue Accounts

4510 LATE FEE

Revenue collected from overdue fines on material that was returned past their due date. Overdue fines collected at WPL on materials owned by other libraries is deposited into this account.

2026 budget: \$8,000.00

2027 estimate: \$8,000.00

Change: \$0.00; 0.0%

4628 DAMAGE TO CITY PROPERTY

Revenue collected from fees on damaged or lost material.

2026 budget: \$8,500.00

2027 estimate: \$9,000.00

Change: \$500.00; 5.9%

4699 OTHER PUBLIC CHARGES

Revenue collected from photocopier printing fees, computer printing fees, and faxing fees. Revenue in this org is subject to sales tax.

2026 budget: \$18,000.00

2027 estimate: \$25,000.00

Change: \$7,000; 38.9%

The increase is due increased printing totals and increasing printing fees from \$0.10 to \$0.25 per page for black and white printouts, and \$0.25 to \$0.50 per page for color printouts.

4708 CHARGES TO OTHER LIBRARIES

Revenue from fees collected for circulating material to Milwaukee County residents living outside of Wauwatosa. The majority is from the Milwaukee County Federated Library System Member Reserve Fund payment, which is intended to compensate member libraries for serving other member libraries' residents. The remaining revenue is from serving West Milwaukee residents.

2026 Member Reserve Fund payment \$360,772.00

2027 Member Reserve Fund payment \$332,492.00

2026 budget: \$361,472.00

2027 estimate: \$333,192.00

Change: (\$28,280.00), -7.8%

4808 SALE OF CITY PROPERTY – NONCAP

Revenue from used book and material sales. Revenue in this org is subject to sales tax.

2026 budget: \$18,000.00

2027 estimate: \$18,000.00

Change: \$0.00, 0.0%

4820 P-CARD REBATE

Revenue from a cash rebate on P-card purchases. WPL receives half of the rebate on the previous year's P-card purchases, and that amount is transferred to this org in the first quarter. The rebate is available to be expended out of 6097 PCARD REBATE. The City retains the other half of the rebate on P-card purchases.

2026 budget: \$0.00 in the 2026 original budget, \$4,658.39 rebate added in the first quarter of 2026.

2027 estimate: Determined by City Finance staff in early 2027

4832 FOOD BEVERAGE AND MRCHAND SALE

Revenue from items that WPL sells, including ear buds, flash drive and tote bag sales. Expenses for these sale items are spent from 6099 OTHER EXPENSES. Revenue in this org is subject to sales tax.

2026 budget: \$2,800.00

2027 estimate: \$2,200.00

Change: (\$600.00); -21.4%

4960 TRANSFER FROM GENERAL FUND

Municipal appropriation from the City of Wauwatosa to fund WPL services. The municipal appropriation is the difference between the total WPL expenditure budget and anticipated WPL revenues.

2026 budget: \$3,330,200.24

2027 request: \$

Change: \$

Determined by City Finance staff in September

Expenditure Accounts

5010 REGULAR PAY

2026 budget: \$1,819,951.99

2027 request: \$

Change: \$

Determined by City Finance staff in August.

5050 OFF TIME

Pay for time used for vacation, floating holiday, parental leaves, sick, funeral, and jury duty is taken in 5050 OFF TIME instead of 5010 REGULAR PAY.

2026 budget: \$0.00

2027 request: \$0.00

Change: \$0.00, 0.0%

5110 OVERTIME

2026 budget: \$0.00

2027 request: \$0.00

Change: \$0.00, 0.0%

5210 FRINGE

City contributions for health, dental, vision, and life insurance.

2026 budget: \$348,852.00

2027 request: \$
Change: \$
Determined by City Finance staff in August.

5220 WORKERS COMP

2026 budget: \$19,039.06
2027 request: \$
Change: \$
Determined by City Finance staff in August.

5230 SOCIAL SECURITY

2026 budget: \$135,710.35
2027 request: \$
Change: \$
Determined by City Finance staff in August.

5240 WRS

City contributions to the Wisconsin Retirement System for eligible employees.
2026 budget: \$101,664.02
2027 request: \$
Change: \$
Determined by City Finance staff in August.

6002 PROFESSIONAL DEVELOPMENT

Training, conferences and travel expenses, including mileage reimbursements for work-related travel.
2026 budget: \$10,000.00
2027 request: \$7,286.50
Change: (\$2,713.5); -27.1%

6003 OFFICE SUPPLIES

Basic office supply expenses.
2026 budget: \$12,000.00
2027 request: \$12,000.00
Change: \$0.00, 0.0%

6004 PRINTING AND DUPLICATION

Printing supplies such paper, and toner and ink for public and staff computers, and date due printers.
2026 budget: \$11,500.00
2027 request: \$23,000.00
Change: \$11,500.00; 100.0%

The increase is due to increased toner costs and increased printing totals.

6005 MEMBERSHIP AND DUES

Professional memberships in the Wisconsin Library Association, the American Library Association, Public Library Association and other professional organizations.
2026 budget: \$3,595.00

2027 request: \$3,845.00
Change: \$250.00; 7.0%

6006 BOOKS AND PERIODICALS

Materials for the WPL's collection including books, audiobooks, videos, magazines, newspapers, music, reference collection, digital materials, online databases, explore passes, library of things, and circulating art collection.

2026 budget: \$386,000.00
2027 request: \$386,000.00
Change: \$0.00; 0.0%

6008 OTHER SUPPLIES

Material processing supplies such as barcodes, RFID supplies and protective book covers.

2026 budget: \$14,280.00
2027 request: \$14,280.00
Change: \$0.00; 0.0%

6013 POSTAGE

Mail originating at WPL, and the cost of patron notices mailed by the Milwaukee County Federated Library System on behalf of Wauwatosa.

2026 budget: \$1,000.00
2027 request: \$1,000.00
Change: \$0.00; 0.0%

6018 MARKETING AND PROMOTION

Promotional material and handouts such as bookmarks, brochures, posters, and magnets, outreach supplies, and e-newsletter expenses.

2026 budget: \$5,000.00
2027 request: \$5,000.00
Change: \$0.00; 0.0%

6027 PROGRAMMING

Performer and presenter costs, program supplies, and WPL's movie license.

2026 budget: \$11,150.00
2027 request: \$11,150.00
Change: \$0.00, 0.0%

6097 PCARD REBATE

The pcard rebate is added to this account, with an amount determined in the first quarter of 2027.

2026 budget: \$4,658.39
2027 request: Determined by City staff in 2027

6099 OTHER EXPENSES

Book cart replacements, volunteer costs, meeting hosting costs, and other incidental expenses. This account also includes expenses for items WPL sells, including ear buds, flash drives and tote bags. Revenue from these items is deposited in 4832 FOOD BEVERAGE AND MERCHANDISE SALE.

2026 budget: \$7,800.00
2027 request: \$8,010.00
Change: \$210.00, 2.7%

6202 GENERAL SERVICES

Contracted services including OCLC costs, maintenance contracts for equipment including photocopiers, self-check machines and security gates, laptop kiosk maintenance, and the Children's Library fish tank maintenance.

2026 budget: \$57,376.69
2027 request: \$
Change: \$

Determined by WPL staff at a later date

6206 EQUIPMENT REPAIRS

Repair of equipment including barcode scanners and security cameras.

2026 budget: \$1,500.00
2027 request: \$
Change: \$

Determined by WPL staff at a later date

6210 AUDITING SERVICES

2026 budget: \$1,432.00
2027 request: \$
Change: \$

Determined by City staff at a later date

6211 CREDIT CARD PROCESSING

Credit card processing fees and for WPL's portion of the Milwaukee County Federated System's ecommerce fees for CountyCat transactions.

2026 budget: \$4,500.00
2027 request: \$
Change: \$

Determined by City staff at a later date

6306 TELECOMMUNICATIONS

City telephone expenses.

2026 budget: \$800.00
2027 request: \$
Change: \$

Determined by City staff at a later date

6409 SOFTWARE HOSTING

Contracted software hosting fees including book vendor subscription, public PC printing software, wireless internet software, virtual meeting software, and website and staff intranet hosting fees.

2026 budget: \$4,903.75

2027 request: \$

Change: \$

Determined by WPL staff at a later date

6411 SOFTWARE MAINTENANCE

Software maintenance costs including public PC time management costs, public PC protection software costs, laptop kiosk software, and various software purchases such as Microsoft Office and Adobe.

2026 budget: \$5,100.00

2027 request: \$

Change: \$

Determined by City staff at a later date

6503 INFORMATION SYSTEMS

WPL's portion of City IT expenses for the Municipal Complex.

2026 budget: \$240,057.38

2027 request: \$

Change: \$

Determined by City staff at a later date

6504 MUNICIPAL COMPLEX RENT

WPL's portion of the Municipal Complex's maintenance, cleaning, heating, electrical, and other building expenses.

2026 budget: \$508,760.00

2027 request: \$

Change: \$

Determined by City staff at a later date

6602 BUDGET ONLY

WPL is will received \$360,722.00 from MCFLS in 2026, an increase of \$37,089.00 from 2025. \$35,000.00 of that total was being reserved for use in 2027 to partially offset the cost of an anticipated additional librarian position in 2027.

2026 budget: \$35,000.00

2027 request: \$

Change: \$

Determined by City staff at a later date

7001 FIXED ASSET

2026 budget: \$0.00

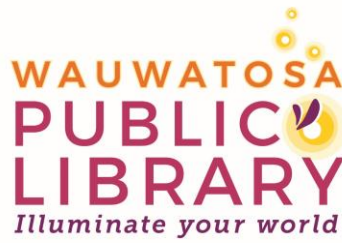
2027 request \$0.00

Change: \$0.00; 0%

Recommendation

To approve a motion to adopt the 2027 Library operating budget request.

Fund	35 - 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	\$1,656,169.62	\$2,095,461.01	44.1%			
50 - WAGES	\$1,819,951.99	\$1,819,951.99	\$805,219.69	\$1,014,732.30	44.2%			
5010 - REGULAR PAY	\$1,819,951.99	\$1,819,951.99	\$676,802.01	\$1,143,149.98	37.2%			
5050 - OFF TIME	\$0.00	\$0.00	\$128,417.68	(\$128,417.68)	NA			
5099 - SALARY & ATTRITION CONTRA	\$0.00	\$0.00	\$0.00	\$0.00	NA			
51 - OVERTIME	\$0.00	\$0.00	\$735.05	(\$735.05)	NA			
5110 - OVERTIME	\$0.00	\$0.00	\$735.05	(\$735.05)	NA			
52 - BENEFITS	\$605,265.43	\$605,265.43	\$229,355.57	\$375,909.86	37.9%			
5210 - FRINGE	\$348,852.00	\$348,852.00	\$116,953.94	\$231,898.06	33.5%			
5220 - WORKERS COMP	\$19,039.06	\$19,039.06	\$8,570.15	\$10,468.91	45.0%			
5230 - SOCIAL SECURITY	\$135,710.35	\$135,710.35	\$59,318.73	\$76,391.62	43.7%			
5240 - WRS	\$101,664.02	\$101,664.02	\$44,512.75	\$57,151.27	43.8%			
60 - OPERATING	\$462,325.00	\$466,983.39	\$243,056.02	\$223,927.37	52.0%	2027 Request	Change	% Change
6002 - PROFESSIONAL DEVELOPMENT	\$10,000.00	\$10,000.00	\$2,140.52	\$7,859.48	21.4%	\$471,571.50	\$9,246.50	2.0%
6003 - OFFICE SUPPLIES	\$12,000.00	\$12,000.00	\$4,329.51	\$7,670.49	36.1%	\$7,286.50	(\$2,713.50)	-27.1%
6004 - PRINTING AND DUPLICATION	\$11,500.00	\$11,500.00	\$14,012.89	(\$2,512.89)	121.9%	\$12,000.00	\$0.00	0.0%
6005 - MEMBERSHIPS AND DUES	\$3,595.00	\$3,595.00	\$625.00	\$2,970.00	17.4%	\$23,000.00	\$11,500.00	100.0%
6006 - BOOKS AND PERIODICALS	\$386,000.00	\$386,000.00	\$203,078.00	\$182,922.00	52.6%	\$3,845.00	\$250.00	7.0%
6008 - OTHER SUPPLIES	\$14,280.00	\$14,280.00	\$7,558.95	\$6,721.05	52.9%	\$386,000.00	\$0.00	0.0%
6013 - POSTAGE	\$1,000.00	\$1,000.00	\$55.52	\$944.48	5.6%	\$14,280.00	\$0.00	0.0%
6018 - MARKETING AND PROMOTION	\$5,000.00	\$5,000.00	\$579.70	\$4,420.30	11.6%	\$1,000.00	\$0.00	0.0%
6027 - PROGRAMMING	\$11,150.00	\$11,150.00	\$5,486.95	\$5,663.05	49.2%	\$5,000.00	\$0.00	0.0%
6097 - PCARD REBATE	\$0.00	\$4,658.39	\$474.65	\$4,183.74	10.2%	\$11,150.00	\$0.00	0.0%
6099 - OTHER EXPENSES	\$7,800.00	\$7,800.00	\$4,714.33	\$3,085.67	60.4%	\$0.00	\$0.00	0.0%
62 - SERVICES	\$64,808.69	\$64,808.69	\$52,781.56	\$12,027.13	81.4%	\$8,010.00	\$210.00	2.7%
6202 - GENERAL SERVICES	\$57,376.69	\$57,376.69	\$50,964.67	\$6,412.02	88.8%			
6206 - EQUIPMENT REPAIRS	\$1,500.00	\$1,500.00	\$338.99	\$1,161.01	22.6%			
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	\$1,477.90	\$3,022.10	32.8%			
63 - UTILITIES	\$800.00	\$800.00	\$407.81	\$392.19	51.0%			
6306 - TELECOMMUNICATIONS	\$800.00	\$800.00	\$407.81	\$392.19	51.0%			
64 - FIXED CHARGES	\$10,003.75	\$10,003.75	\$4,987.99	\$5,015.76	49.9%			
6409 - SOFTWARE HOSTING	\$4,903.75	\$4,903.75	\$2,000.00	\$2,903.75	40.8%			
6411 - SOFTWARE MAINT	\$5,100.00	\$5,100.00	\$2,987.99	\$2,112.01	58.6%			
65 - INTERNAL CHARGES	\$748,817.38	\$748,817.38	\$312,007.40	\$436,809.98	41.7%			
6503 - INFORMATION SYSTEMS	\$240,057.38	\$240,057.38	\$100,023.90	\$140,033.48	41.7%			
6504 - MUNICIPAL COMPLEX RENT	\$508,760.00	\$508,760.00	\$211,983.50	\$296,776.50	41.7%			
66 - OTHER EXPENSES	\$35,000.00	\$35,000.00	\$7,618.53	\$27,381.47	21.8%	2026 Revenue		
6602 - BUDGET ONLY	\$35,000.00	\$35,000.00	\$0.00	\$35,000.00	0.0%	(\$416,772.00)		
6699 - PCARD DEFAULT	\$0.00	\$0.00	\$7,618.53	(\$7,618.53)	NA	2027 Estimate	Change	% Change
Revenue	(\$3,746,972.24)	(\$3,751,630.63)	(\$402,420.35)	(\$3,349,210.28)	10.7%	(\$395,392.00)	\$21,380.00	-0.6%
45 - FINES AND PENALTIES	(\$8,000.00)	(\$8,000.00)	(\$4,399.30)	(\$3,600.70)	55.0%	(\$8,000.00)	\$0.00	0.0%
4510 - LATE FEE	(\$8,000.00)	(\$8,000.00)	(\$4,399.30)	(\$3,600.70)	55.0%	(\$8,000.00)	\$0.00	0.0%
46 - PUBLIC CHARGES	(\$26,500.00)	(\$26,500.00)	(\$21,601.94)	(\$4,898.06)	81.5%	(\$34,000.00)	(\$7,500.00)	28.3%
4628 - DAMAGE TO CITY PROPERTY	(\$8,500.00)	(\$8,500.00)	(\$8,370.19)	(\$129.81)	98.5%	(\$9,000.00)	(\$500.00)	5.9%
4699 - OTHER PUBLIC CHARGES	(\$18,000.00)	(\$18,000.00)	(\$13,231.75)	(\$4,768.25)	73.5%	(\$25,000.00)	(\$7,000.00)	38.9%
47 - INTERGOVT CHRG	(\$361,472.00)	(\$361,472.00)	(\$362,226.00)	\$754.00	100.2%	(\$333,192.00)	\$28,280.00	-7.8%
4708 - CHARGES TO OTHER LIBRARIES - M	(\$361,472.00)	(\$361,472.00)	(\$362,226.00)	\$754.00	100.2%	(\$333,192.00)	\$28,280.00	-7.8%
48 - MISCELLANEOUS	(\$20,800.00)	(\$25,458.39)	(\$14,193.11)	(\$11,265.28)	55.8%	(\$20,200.00)	\$600.00	-2.9%
4808 - SALE OF CITY PROPERTY - NONCAP	(\$18,000.00)	(\$18,000.00)	(\$8,400.08)	(\$9,599.92)	46.7%	(\$18,000.00)	\$0.00	0.0%
4820 - P-CARD REBATE	\$0.00	(\$4,658.39)	(\$4,658.39)	\$0.00	100.0%			
4832 - FOOD BEVERAGE AND MRCHNDS SALE	(\$2,800.00)	(\$2,800.00)	(\$1,134.64)	(\$1,665.36)	40.5%	(\$2,200.00)	\$600.00	-21.4%
49 - OTHER SOURCES	(\$3,330,200.24)	(\$3,330,200.24)	\$0.00	(\$3,330,200.24)	0.0%			
4960 - TRANSFER FROM GENERAL FUND	(\$3,330,200.24)	(\$3,330,200.24)	\$0.00	(\$3,330,200.24)	0.0%			



To: Library Board

Fr: Peter Loeffel, Library Director

July 15, 2026

Re: Letter to Common Council

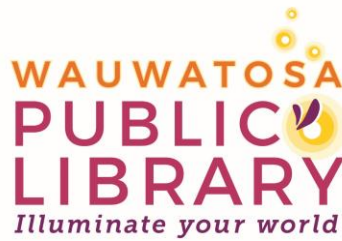
Purpose/Need

The Wauwatosa Common Council will be considering a strategic directions for the library and city hall project at its upcoming Committee of the Whole meeting on Tuesday, July 21 and the Common Council meeting on Tuesday, July 28.

Attached is a draft letter from the library board to the common council expressing support for building concept options three and four.

Recommendation

To approve sending the draft letter to the common council in advance of their Committee of the Whole meeting on July 22.



July 15, 2026

Common Council
City of Wauwatosa
7725 W. North Avenue
Wauwatosa, WI 53213

To the Honorable Members of the Common Council,

The Wauwatosa Public Library (WPL) Board of Trustees has collaborated with the city to examine the library facility and consider how WPL can continue to best fulfill its mission. The library board supports building concept options three and four because they provide the best opportunity to create a purpose-built library that can effectively and efficiently serve the community for decades to come.

WPL's mission is to strengthen our community and enrich lives by providing equitable access to information, encouraging reading and lifelong discovery, and providing welcoming spaces to connect and create.

WPL is distinguished by a high level of community use. More than 1,000 people visit the library every day. Children's library circulation ranks among the top three in Wisconsin, and WPL has one of the highest usage among libraries of its size in the nation. Demand for meeting rooms and study rooms exceeds available space as residents seek places to connect, collaborate, and learn. Programming for children, teens, and adults has also grown significantly.

As WPL's needs assessment states, WPL is clearly an important local hub for community engagement. While WPL retains an important role as a repository for collections and resources, it is increasingly important that WPL operate in a setting that fosters and facilitates connections – between users and the information they seek as well as between and among groups of users.

The library board believes options three and four offer a fundamentally better long-term solution than remodeling the existing library and city hall. Rather than fitting library services into a constrained building configuration, a new library can be intentionally designed around how libraries serve their communities today and into the future. An efficient, purpose-built layout will better support collections, programming, technology, study and meeting spaces, and the needs of the more than 1,000 people who use WPL each day. The library board believes this approach will allow WPL to operate more effectively and efficiently while providing the welcoming, functional spaces our community expects and deserves.

Thank you for your thoughtful consideration and your continued support of the Wauwatosa Public Library.

Respectfully,

The Wauwatosa Public Library Board of Trustees

Trustee Orientation and Continuing Education

27

Trustee Orientation

To carry out their duties effectively, new trustees need information about the library's services, needs, and plans. They also need some understanding of the legal responsibilities of the library board and the relationship of the board to the municipality, and to the library director and other library staff. A good orientation will provide new trustees with the answers they need to undertake their duties confidently.

The orientation program should be planned step by step by the library board, with the assistance of the library director. Orientation should start as soon as possible after the new board member is appointed—before the first meeting, if possible. See the attached [Sample Trustee Orientation Outline](#) for ideas.

Trustee Continuing Education

Even the most knowledgeable and experienced library trustee needs continuing education to stay informed about new laws, new technologies, and new possibilities for library service. Library services and library policies must constantly change to keep pace with changing community needs, new laws, and new technologies. Library leaders, including library trustees, who stay informed of these changes, will be better able to provide high-quality library service to their community.

Probably the most valuable type of continuing education experience for trustees is attendance at system or statewide workshops or at conferences such as the annual Wisconsin Association of Public Libraries (WAPL) and Wisconsin Library Association (WLA) conferences. One of the most rewarding aspects of system and statewide workshops is the opportunity to share experiences and ideas with trustees from other libraries. Information about these workshops and conferences is available in your system newsletter.

Because trustees are busy people with many commitments, it may be difficult to find the time to participate in many workshops and conferences. Fortunately, there are many other ways to learn and stay informed.

Newsletters and Discussion Lists

Your library system's newsletter is a great source of regional and statewide library news and developments.

One of many benefits to membership in Wisconsin Library Trustees and Friends (WLTF) is the WLTF newsletter, which contains news and information important to Wisconsin library trustees.

In This Trustee Essential

- The importance of new trustee orientation
- Why continuing education is essential for all trustees
- Opportunities for continuing education even for busy trustees

The Division for Libraries and Technology has used a variety of methods to disseminate information to the Wisconsin library community. The newest method of communicating is the [Wisconsin Libraries for Everyone](http://wilibrariesforeveryone.blogspot.com) blog (wilibrariesforeveryone.blogspot.com); we encourage trustees to follow this blog. The final issue of the *Channel Weekly* electronic newsletter was published on December 18, 2014. *Channel Weekly* archives will be available indefinitely on the DPI website.

For many years the Division for Libraries and Technology has sponsored an email discussion list, WISPUBLIB, as a way to allow the Wisconsin public library community to share news and ideas and to get answers to questions about public library services, policies, laws, etc. Beginning in the fall of 2015 the Division is using the social media tool Google+ Communities as a way of offering an efficient, flexible venue for sharing news, ideas, and resources within in our Wisconsin public library community.

The Division encourages public library and library system staff and trustees, as well as anyone with an interest in public library issues, to subscribe to the various Google+ Communities sponsored by the Division.

Other Continuing Education Ideas

Short continuing education sessions can be held during library board meetings. This is a way to reach every trustee on the board (hopefully) and also a way to involve the board in brainstorming or problem-solving discussions on issues that may be important to the library.

The *Trustee Essentials* that make up this handbook can be used for short continuing education sessions held during regular or special board meetings. The meeting agenda should alert board members that a particular *Trustee Essential* will be reviewed at the next board meeting. Each board member should read the *Trustee Essential* in advance of the meeting and bring to the meeting any questions or thoughts concerning the issues raised by the *Trustee Essential*. Most of the *Trustee Essentials* include discussion questions. Perhaps a board member (especially one with experience on the topic to be covered) or the library director or a library system staff person could volunteer in advance to lead the discussion.

The DLT has produced “Trustee Training Modules” that can also be used to guide trustee continuing education sessions at regular or special board meetings. These modules are available in PowerPoint and web versions at <http://dpi.wi.gov/pld/boards-directors>. These modules are designed to be used for continuing education sessions led by a knowledgeable trustee or librarian.

Keep in mind that your library system offers professional consulting services to member library staff and member library boards. These consultants are knowledgeable about a wide range of library practices and issues, as well as new laws and new technologies that may be of interest to your library. Consider inviting a library system consultant or other expert to lead a continuing education session at a regular or special board meeting.

Active involvement in an organization like the Wisconsin Library Trustees and Friends (WLTF) and/or the Association of Library Trustees, Advocates, Friends and Foundations (ALTAFF) is another excellent way to keep up to date on library issues and share ideas with fellow trustees.

Websites

The DLT maintains a Wisconsin Library Trustee Resource Page at <http://dpi.wi.gov/pld/boards-directors>. This webpage features the Trustee Training Modules discussed above, as well as many other resources to support the activities of library trustees. Many library system websites also have important information for library trustees.

Budgeting for Trustee Continuing Education

The annual library budget should include funding for trustee continuing education. Funding should be provided to pay the expenses for trustees to attend library system workshops and send at least one trustee per year to the annual WAPL and/or WLA conferences. Funding should also be provided for at least one trustee's membership in WLTF (and WLA).

Discussion Questions

1. What issues do you want to learn more about? Where can you turn to learn more about those issues?
2. Should the Wisconsin Library Trustees and Friends look into voluntary certification for library trustees? If so, what should be required to earn certification?

Sources of Additional Information

- Attached Sample Trustee Orientation Outline
- Your regional 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](#).)
- Wisconsin Library Trustee Resource Page at <http://dpi.wi.gov/pld/boards-directors>
- Wisconsin Library Trustees and Friends (WLTF) at wla.wisconsinlibraries.org/wltf
- Association of Library Trustees, Advocates, Friends and Foundations (ALTAFF) at www.ala.org/altaff

Trustee Essentials: A Handbook for Wisconsin Public Library Trustees was prepared by the DLT with the assistance of the Trustee Handbook Revision Task Force.

© 2002, 2012, 2015, 2016 Wisconsin Department of Public Instruction. Duplication and distribution for not-for-profit purposes are permitted with this copyright notice. This publication is also available online at <http://dpi.wi.gov/pld/boards-directors/trustee-essentials-handbook>

Sample Trustee Orientation Outline

Your library's orientation program can generally follow these steps:

1. The board president (or library director or other board designee) should contact the new trustee to welcome him/her to the board and schedule the orientation session or sessions.
2. Immediately send the new trustee a packet that includes:

- a copy of this handbook
- bylaws of the board
- a list of board members, indicating terms of office and board officers
- board committee membership lists
- calendar of upcoming meetings

At a later point, you may also wish to share the following information with the new trustee:

- the library's latest annual report
 - the library's strategic plan and current technology plan (if any)
 - the library's policies
 - the library's current and previous year's budget
 - the board's meeting minutes for the previous six months
 - the director's reports for the previous six months
 - the latest monthly statistical report and financial report
 - an organizational chart of the library staff with names and titles
 - the library board's annual calendar, including legal requirements and deadlines
 - Wisconsin Statutes Chapter 43 (Wisconsin's library law)
 - access to the [Wisconsin Public Library Standards](#)
 - a copy of a brochure or other concise information about your library system
3. The orientation should include a tour of the library, with the director, to introduce staff and discuss library programs and services.
 4. The orientation should include meetings with the library director (and perhaps a library board representative) to discuss library services, library plans, and other important issues. A possible plan for the remainder of the orientation program could be as follows:
 - a. A meeting/discussion with the library director to learn:

- how the library is organized and governed
 - how the library is funded
 - how the library is operated day to day
 - how the library serves the needs of the community
 - how the library is linked to other resources, other libraries, and the library system
 - how the library could better serve the community
- b. A meeting/discussion with one or more board representatives to talk about:
- library board statutory powers and duties (review [Trustee Essential #2: Who Runs the Library?](#))
 - board bylaws, organization, officers, and committees (review [Trustee Essential #3: Bylaws—Organizing the Board for Effective Action](#))
 - location, schedule, and conduct of meetings (review [Trustee Essential #4: Effective Board Meetings and Trustee Participation](#))
 - responsibilities and expectations of board members (review [Trustee Essential #1: The Trustee Job Description](#))
 - library strategic plans, and the status of activities to meet the objectives of those plans
 - recent library accomplishments
 - board relationship to the library director, the library staff, and the municipality (review [Trustee Essential #2: Who Runs the Library?](#))

Trustee Essentials: A Handbook for Wisconsin Public Library Trustees was prepared by the DLT with the assistance of the Trustee Handbook Revision Task Force.

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