



**Meeting Agenda of the Hudson Area Joint Library Board of Trustees**  
**Wednesday, March 9, 2016 6:30 PM**  
**700 First Street, Hudson WI**

1. Call to Order
2. Roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests
3. Approval of Consent Agenda Items
  - a. *Approve meeting Agenda*
  - b. *Disposition of Minutes from January 19, 2016 Board meeting and of any intervening special meetings*
  - c. *Finance Committee report*
  - d. *Discussion and possible action on invoices that are not regularly recurring or are not within the 2016 Budget vs. Actual to Date*
  - e. *Discussion and possible action on regularly recurring expenditures that are within the Board approved 2016 budget*
  - f. *Discussion and possible action on 2015 and 2016 budget comparison*
4. Discussion and possible action on date for next regular meeting (April 19, 2016 6:30 p.m.—the 3<sup>rd</sup> Tuesday of each month)
5. Citizen comments
6. Presentations by supporting organizations
  - i. Friends of the Library
  - ii. Library Foundation
7. President's comments, reports, and requests for action
  - i. Municipalities presentations update, discussion, and possible action.
  - ii. County Board update, discussion and possible action.
8. Director's Report
  - i. Discussion and possible action, if needed, on Library Director's monthly report
9. Other business
  - i. Discussion and possible action, if needed, on 2016 operational budget
  - ii. Discussion and possible action on revised logo
  - iii. Discussion on amending the agreement to reflect the actual cost of occupancy of the library building.
10. Board comments and items for future agendas
11. Adjourn

*Board of Trustees Members: Rich O'Connor (Pres.), Curt Weese, Karen Homeier, Katie Coppenbarger, Dave Ostby (V. Pres.), Marion Shaw, Joyce Hall, and Barbara Peterson.*

*Emailed to Joint Municipalities and Board Members: 03/03/2016 Emailed to Media: 03/03/2016*

NOTE: Some Agenda items may be taken up earlier in the meeting, or in a different order than listed.

Upon reasonable notice, an interpreter or other auxiliary aids will be provided at the meeting to accommodate the needs of the public. Please contact the Library Director at 715-386-3101 ext. 105.



**Hudson Area Joint Library Board of Trustees**  
**UNAPPROVED Meeting Minutes**  
**Tuesday, February 16, 2016, 6:30 PM**  
**700 First Street, Hudson WI**

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**MEETING CALL TO ORDER BY O'CONNOR AT 6:35 PM**

**ROLL CALL**

**Library Board Present:**

Joyce Hall, Karen Homeier, Rich O'Connor, Marion Shaw, Dave Ostby, Curt Weese

**Library Board Absent:**

Katie Coppenbarger, Barbara Peterson

**Staff Present:**

Tina Norris, Library Director

**Others Present:**

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**Meeting called to order by O'Connor at 6:30 p.m.**

**APPROVAL OF CONSENT AGENDA ITEMS**

SHAW motion to approve the consent agenda with removal of regular meeting item B. Second by OSTBY. Vote taken: **UNANIMOUSLY APPROVED without item B removed from consent agenda.**

- a. *Approve meeting agenda.*
- b. *Date for next regular meeting (March 15, 2016, 2016 6:30 pm – the 3rd Tuesday of each month) **Removed from and inserted after the consent agenda.***
- c. *Disposition of Minutes from January 19, 2016 Board meeting and of any intervening special meetings*
- d. *Finance Committee report*
- e. *Discussion and possible action on invoices that are not regularly recurring or are not within the 2016 Budget vs. Actual to Date*
- f. *Discussion and possible action on regularly recurring expenditures that are within the Board approved 2016 budget*
- g. *Discussion and possible action on 2015 and 2016 budget comparison.*

**Date for next regular meeting:** Discussion and action on date for next regular meeting (originally item B of consent agenda): Due to several schedule conflicts for board members, as well as the Director, there was a discussion about changing the date for the March board meeting. Motion by SHAW to move meeting from March 15, 2016 to March 9, 2016 (same time and location) Second by OSTBY. Vote taken: **UNANIMOUSLY APPROVED.**

**CITIZEN COMMENTS**

No comments.

**PRESENTATIONS BY SUPPORTING ORGANIZATIONS**

**Friends of the Library**

No report.

**Foundation**

Update given by Norris on annual campaign: \$32,055

**PRESIDENT'S COMMENTS, REPORT, AND REQUESTS FOR ACTION**

**O'Connor reported on Barbara Peterson's ongoing reports to St. Joseph, and noted the response from St. Joseph has been very positive and encouraging.**

**Hall and O'Connor reported on the City of Hudson meeting regarding reimbursement to other libraries.**

**County Board Update**

**No Update at this time.**

**DIRECTOR'S REPORT**

Tina Norris, Director reviewed her report and monthly statistics with the board. **NO ACTION REQUIRED.**

Norris presented statistics regarding Baker & Taylor lease program to support recommendation for canceling contract and transitioning to a Lucky Day collection. HALL motion to terminate contract w/ B&T and set up Lucky Day, second by HOMEIR. Vote taken: **UNANIMOUSLY APPROVED.**

**OVERVIEW OF 2016 ANNUAL REPORT TO STATE**

SHAW questioned accuracy of collecting WI-FI stats. OSTBY, SHAW, and WEESE requested changes to their personal information, as reported on Annual Report.

**WEBSITE REVIEW (Strategic Plan item):**

NORRIS presented an assessment of the current website with recommendations for updating the site. NORRIS presented two potential domain names, however more options will be investigated for board review. **NO ACTION TAKEN**

**PERSONNEL REVIEW (Strategic Plan item):**

NORRIS presented an overview of the personnel review. **NO ACTION REQUIRED**

**OTHER BUSINESS**

- i. Discussion and possible action on 2016 operational budget **NO ACTION.**
- ii. Discussion and possible action on revised logo **NO ACTION**
- iii. Discussion on amending the agreement to reflect the actual cost of occupancy of the library building. **NO ACTION.**

**BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS**

- ***Pull meeting date out of consent agenda for future.***
- ***Add possible action to County Update.***

**ADJOURN**

MOTION to adjourn made by OSTBY, seconded by SHAW. Vote take: **UNANIMOUSLY APPROVED.** Meeting adjourned at 7:40 PM.

Respectfully Submitted,  
Tina L. Norris  
Director

GFS  
03/02/2016 14:29:45

Balance Sheet

CITY OF HUDSON  
GL050S-V08.00 COVERPAGE  
GL570R

Report Selection:

Calendar Start Date..... 01 01 2016  
Calendar End (As Of) Date..... 02 29 2016  
Print Accounts with Zero Balances.. Y (Y/N)  
Inclusion Ranges:                   Begin   End  
Fund..... 240   240

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01	1		Y	S	8	068	10			

-----FUND----- 240 HUDSON AREA JOINT LIBRARY

ACCOUNT	BEGINNING BALANCE	ACTUAL-THIS MONTH	ACTUAL-THIS YEAR	ENDING BALANCE	
<u>ASSETS</u>					
CURRENT ASSETS:					
240.11100	TREASURER'S CASH	331,123.46	46,182.41CR	229,446.29	560,569.75
240.11200	CASH - UNDEPOSITED	0.00	0.00	0.00	0.00
240.11381	INVESTMENT-LIBRARY DONATIONS	13,566.48	0.00	0.00	13,566.48
240.11382	INVESTMENT-BUILDING FUNDS	0.00	0.00	0.00	0.00
240.11383	INVESTMENT-JACOBS TRUST	0.00	0.00	0.00	0.00
240.11384	INVESTMENT-BRIDGE THE GAP	0.00	0.00	0.00	0.00
240.11385	INVESTMENT-HISTORY ROOM	164.22	0.00	0.00	164.22
240.11386	INVESTMENT-LITERACY	0.04	0.00	0.00	0.04
240.11800	PETTY CASH	0.00	0.00	0.00	0.00
240.11801	CASH - PAYPAL	0.00	0.00	0.00	0.00
240.13100	ACCOUNTS RECEIVABLE - OTHER	0.00	0.00	0.00	0.00
240.14700	DUE FRO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
240.16220	PREPAID EXPENSES	275.00	0.00	0.00	275.00
	TOTAL CURRENT ASSETS:	345,129.20	46,182.41CR	229,446.29	574,575.49
FIXED ASSETS:					
240.18300	LEASEHOLD IMPROVEMENTS	523,386.30	0.00	0.00	523,386.30
240.18390	ACCUM DEPR-LEASEHOLD IMP	91,245.56CR	0.00	0.00	91,245.56CR
240.18500	MACHINERY AND EQUIPMENT	179,401.59	0.00	0.00	179,401.59
240.18590	ACCUM DEPR-MACH AND EQUIP	78,715.55CR	0.00	0.00	78,715.55CR
240.18810	COLLECTION - BOOKS	406,023.12	0.00	0.00	406,023.12
240.18820	COLLECTION - AUDIO / VIDEO	65,017.24	0.00	0.00	65,017.24
	TOTAL FIXED ASSETS:	1,003,867.14	0.00	0.00	1,003,867.14
	TOTAL ASSETS:	1,348,996.34	46,182.41CR	229,446.29	1,578,442.63
<u>LIABILITIES AND FUND BALANCE</u>					
CURRENT LIABILITIES:					
240.21200	VOUCHERS PAYABLE	26,589.27CR	4,256.22CR	22,333.05	4,256.22CR
240.21210	ACCOUNTS PAYABLE - OTHER	0.00	0.00	0.00	0.00
240.21300	UNCLAIMED FUNDS	0.00	0.00	0.00	0.00
240.21511	FICA PAYABLE	0.00	0.00	0.00	0.00
240.21512	WH TAXES-FEDERAL	0.00	0.00	0.00	0.00
240.21513	WH TAXES-STATE	0.00	0.00	0.00	0.00
240.21520	PENSION PAYABLE	0.00	0.00	0.00	0.00
240.21530	INSURANCE PAYABLE	0.00	0.00	0.00	0.00
240.21531	HEALTH INSURANCE PAYABLE	0.00	0.00	0.00	0.00
240.21532	HEALTH INS-RETIRED COBRA	0.00	0.00	0.00	0.00
240.21540	PAYROLL DEDUCTION-UNITEDWAY	0.00	0.00	0.00	0.00
240.21541	DEDUCTION-CHILD SUPPORT	0.00	0.00	0.00	0.00
240.21550	UNION DUES PAYABLE	0.00	0.00	0.00	0.00
240.21560	DEFERRED LONGEVITY PAYABLE	0.00	0.00	0.00	0.00

-----FUND-----		240	HUDSON AREA JOINT LIBRARY				
ACCOUNT				BEGINNING BALANCE	ACTUAL-THIS MONTH	ACTUAL-THIS YEAR	ENDING BALANCE
240.21570	TAX SHELTER ANNUITY DEDUCT			0.00	0.00	0.00	0.00
240.21571	PEBSCO DEFFERED COMP			0.00	0.00	0.00	0.00
240.21572	PRUDENTIAL DEFERRED COMP			0.00	0.00	0.00	0.00
240.21573	ICMA			0.00	0.00	0.00	0.00
240.21574	AFLAC-PRETAX			0.00	0.00	0.00	0.00
240.21575	AFLAC-AFTERTAX			0.00	0.00	0.00	0.00
240.21700	ACCRUED WAGES PAYABLE			5,169.93CR	0.00	5,169.93	0.00
240.21810	UNUSED VACATION TIME			25,546.60CR	0.00	0.00	25,546.60CR
240.21811	UNUSED COMP TIME			1,225.63CR	0.00	0.00	1,225.63CR
240.21900	OTHER BENEFIT LIABILITY			28,932.85CR	0.00	0.00	28,932.85CR
240.24210	SALES TAX PAYABLE			0.00	0.00	21.04CR	21.04CR
240.24420	DUE CITY OF HUDSON			0.00	0.00	0.00	0.00
	TOTAL CURRENT LIABILITIES:			87,464.28CR	4,256.22CR	27,481.94	59,982.34CR
	LONG TERM LIABILITIES:						
240.28999	CLEARING - LIBRARY RECPT			1,034.80	755.68	12.08	1,046.88
	TOTAL LONG TERM LIABILITIES:			1,034.80	755.68	12.08	1,046.88
	TOTAL LIABILITIES:			86,429.48CR	3,500.54CR	27,494.02	58,935.46CR
	FUND BALANCE:						
240.34110	ENCUMBRANCES RESERVE			462.59CR	36,317.56	1,734.11CR	2,196.70CR
240.34115	ENCUMBRANCES DEBIT			462.59	36,317.56CR	1,734.11	2,196.70
240.34175	DESIGNATED/DONATIONS			13,730.70CR	0.00	0.00	13,730.70CR
240.34176	DESIGNATED/BUILDING FUNDS			0.00	0.00	0.00	0.00
240.34177	DESIGNATED/UNEXPENDED TRUST			0.00	0.00	0.00	0.00
240.34300	FUND BALANCE			1,211,415.66CR	0.00	0.00	1,211,415.66CR
240.34350	ESTIMATED REVENUES			0.00	0.00	0.00	0.00
240.34400	REVENUE CONTROL			802,441.07CR	44,320.64CR	405,539.71CR	1,207,980.78CR
240.34450	APPROPRIATIONS			0.00	0.00	0.00	0.00
240.34500	EXPENDITURE CONTROL			765,020.57	94,003.59	148,599.40	913,619.97
	TOTAL FUND BALANCE:			1,262,566.86CR	49,682.95	256,940.31CR	1,519,507.17CR
	TOTAL LIABILITIES AND FUND BALANCE:			1,348,996.34CR	46,182.41	229,446.29CR	1,578,442.63CR
	TOTAL FUND:			0.00	0.00	0.00	0.00

GFS  
3/02/2016 14:29:45

Balance Sheet  
FEB 29, 2016

CITY OF HUDSON  
GL570R-V08.00 PAGE 3

TOTAL NUMBER OF RECORDS PRINTED 56

Report Selection:

Inclusions Ranges: Begin (thru) End  
Fund & Account... 240\_\_\_\_\_ 240\_\_\_\_\_

Approval Plan..... thru \_\_\_\_\_

Calendar Start Date..... 01 01 2016

Calendar End (As Of) Date..... 02 29 2016

Lowest Level to Print..... 4 . 0 (1.0 to 5.0)

Level to Page Break..... 1 . 0 (1.0 to 5.0)

MTD or QTD (M/Q)..... M

Print Inactive Accounts Too?..... N (Y/N)

Exclude Accounts with Zero Dollars. N (Y/N)

(A)nnual Budget or (Y)ear-to-Date.. A (A/Y)

Open Download File in Excel..... N (Y/N)

Run Instructions:

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		Adopted Budget	Revised Bdgt	ANNUAL ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
240	LIBRARY							
70	LIBRARY							
43261	FED GRANT-LIBRARY							
000	GENERAL DESCRIPTION	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	FED GRANT-LIBRARY	0.00	0.00	0.00	0.00	0.00	0	
	PUBLIC CHARGES FOR SERVICES							
46111	COPIES - TAXABLE							
000	COPIES - TAXABLE	0.00	0.00	0.00	382.71	382.71-	9999	-----!!!!
TOTAL:	COPIES - TAXABLE	0.00	0.00	0.00	382.71	382.71-	9999	-----!!!!
46119	MISC TAXABLE CHARGES							
000	MISC. TAXABLE CHARGES	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	MISC TAXABLE CHARGES	0.00	0.00	0.00	0.00	0.00	0	
46710	LIBRARY FINES							
000	LIBRARY FINES	0.00	0.00	1,379.64	2,585.15	2,585.15-	9999	-----!!!!
TOTAL:	LIBRARY FINES	0.00	0.00	1,379.64	2,585.15	2,585.15-	9999	-----!!!!
46713	LIBRARY RENTALS							
000	LIBRARY RENTALS	0.00	0.00	168.00	329.00	329.00-	9999	-----!!!!
TOTAL:	LIBRARY RENTALS	0.00	0.00	168.00	329.00	329.00-	9999	-----!!!!
TOTAL:	PUBLIC CHARGES FOR SERVICES	0.00	0.00	1,547.64	3,296.86	3,296.86-	9999	-----!!!!
	INTERGOVERNMENTAL CHARGES							
47105	FEDERAL GRANT-HUD							
000	FEDERAL GRANT-HUD	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	FEDERAL GRANT-HUD	0.00	0.00	0.00	0.00	0.00	0	
47301	CITY OF HUDSON							
000	CITY OF HUDSON	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	CITY OF HUDSON	0.00	0.00	0.00	0.00	0.00	0	
47302	VILLAGE OF NORTH HUDSON							
000	VILLAGE OF NORTH HUDSON	84,962.00	84,475.00	0.00	0.00	84,475.00	0	
TOTAL:	VILLAGE OF NORTH HUDSON	84,962.00	84,475.00	0.00	0.00	84,475.00	0	
47303	TOWN OF HUDSON							
000	TOWN OF HUDSON	191,538.00	203,201.00	0.00	0.00	203,201.00	0	
TOTAL:	TOWN OF HUDSON	191,538.00	203,201.00	0.00	0.00	203,201.00	0	
47304	TOWN OF ST JOSEPH							
000	TOWN OF ST. JOSEPH	86,788.00	85,546.00	42,773.00	42,773.00	42,773.00	50	-----
TOTAL:	TOWN OF ST JOSEPH	86,788.00	85,546.00	42,773.00	42,773.00	42,773.00	50	-----
47310	GENERAL GOVERNMENT REVENUE							
000	LOCAL GOVERNMENT-GENERAL	35,000.00	35,000.00	0.00	0.00	35,000.00	0	
TOTAL:	GENERAL GOVERNMENT REVENUE	35,000.00	35,000.00	0.00	0.00	35,000.00	0	
47311	COUNTY LIBRARY LEVY							

Revenue Guideline  
 FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

	Adopted Budget	ANNUAL Revised Bdgt	ACT MTD AND IN PROCESS	POSTED AND IN PROCESS	ACT YTD AND IN PROCESS	POSTED AND IN PROCESS	REMAINING BALANCE	PCT
240 LIBRARY								
70 LIBRARY								
INTERGOVERNMENTAL CHARGES								
47311 COUNTY LIBRARY LEVY								
000 COUNTY LIBRARY LEVY	86,859.00	82,521.00	0.00		2,132.60		80,388.40	2
TOTAL: COUNTY LIBRARY LEVY	86,859.00	82,521.00	0.00		2,132.60		80,388.40	2
TOTAL: INTERGOVERNMENTAL CHARGES	485,147.00	490,743.00	42,773.00		44,905.60		445,837.40	9
MISCELLANEOUS REVENUES								
48100 INTEREST								
000 INTEREST	0.00	0.00	0.00		0.00		0.00	0
TOTAL: INTEREST	0.00	0.00	0.00		0.00		0.00	0
48120 NET CHANGE IN MARKET VALUE								
000 NET CHANGE IN MARKET VALUE	0.00	0.00	0.00		1,306.25		1,306.25-	9999 -----!!!!
TOTAL: NET CHANGE IN MARKET VALUE	0.00	0.00	0.00		1,306.25		1,306.25-	9999 -----!!!!
48400 INSURANCE REFUND								
000 INSURANCE REFUND	0.00	0.00	0.00		0.00		0.00	0
TOTAL: INSURANCE REFUND	0.00	0.00	0.00		0.00		0.00	0
48500 DONATIONS- PRIVATE ORG/IND								
000 DONATIONS-PRIVATE ORG/IND	0.00	0.00	0.00		0.00		0.00	0
TOTAL: DONATIONS- PRIVATE ORG/IND	0.00	0.00	0.00		0.00		0.00	0
48560 DONATION-SUMMER READ PROGRAM								
000 DONATION-SUMMER READ PROGRAM	0.00	0.00	0.00		0.00		0.00	0
TOTAL: DONATION-SUMMER READ PROGRAM	0.00	0.00	0.00		0.00		0.00	0
48561 DONATION-LITERACY PROGRAM								
000 DONATION-LITERACY PROGRAM	0.00	0.00	0.00		0.00		0.00	0
TOTAL: DONATION-LITERACY PROGRAM	0.00	0.00	0.00		0.00		0.00	0
48562 DONATIONS-HISTORY ROOM								
000 DONATION-HISTORY COLLECTION	0.00	0.00	0.00		0.00		0.00	0
TOTAL: DONATIONS-HISTORY ROOM	0.00	0.00	0.00		0.00		0.00	0
48563 FRIENDS OF LIBRARY PLEDGE								
000 FRIENDS OF LIBRARY PLEDGE	0.00	0.00	0.00		0.00		0.00	0
TOTAL: FRIENDS OF LIBRARY PLEDGE	0.00	0.00	0.00		0.00		0.00	0
48564 DONATIONS-BRIDGE THE GAP								
000 DONATION-BRIDGE THE GAP	0.00	0.00	0.00		0.00		0.00	0
TOTAL: DONATIONS-BRIDGE THE GAP	0.00	0.00	0.00		0.00		0.00	0
48600 MISCELLANEOUS REVENUES								
000 MISCELLANEOUS REVENUES	0.00	0.00	0.00		0.00		0.00	0
TOTAL: MISCELLANEOUS REVENUES	0.00	0.00	0.00		0.00		0.00	0
TOTAL: MISCELLANEOUS REVENUES	0.00	0.00	0.00		1,306.25		1,306.25-	9999 -----!!!!

Revenue Guideline  
 FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

	Adopted Budget	Revised Bdgt	ANNUAL ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
240 LIBRARY						
70 LIBRARY						
OTHER FINANCING SOURCES						
49210 TRANSFER FROM GENERAL FUND						
000 TRANSFER FROM GENERAL FUND	295,000.00	356,031.00	0.00	356,031.00	0.00	100 -----
TOTAL: TRANSFER FROM GENERAL FUND	295,000.00	356,031.00	0.00	356,031.00	0.00	100 -----
49220 TRANSFER FROM SPEC REV FD						
000 TRANSFER FROM SPEC REV FD	0.00	0.00	0.00	0.00	0.00	0
TOTAL: TRANSFER FROM SPEC REV FD	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER FINANCING SOURCES	295,000.00	356,031.00	0.00	356,031.00	0.00	100 -----
TOTAL: LIBRARY	780,147.00	846,774.00	44,320.64	405,539.71	441,234.29	47 ----
TOTAL: LIBRARY	780,147.00	846,774.00	44,320.64	405,539.71	441,234.29	47 ----

Revenue Guideline  
 FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

	Adopted Budget	Revisd Bdgt	ANNUAL AND IN PROCESS	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
GRAND TOTAL	780,147.00	846,774.00		44,320.64	405,539.71	441,234.29	47 ----
TOTAL NUMBER OF RECORDS PRINTED	24						

Report Selection:

Inclusions Ranges: Begin (thru) End  
Fund & Account... 240\_\_\_\_\_ 240\_\_\_\_\_

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Approval Plan..... thru \_\_\_\_\_

Calendar Start Date..... 01 01 2016  
Calendar End (As Of) Date..... 02 29 2016

Level to Page Break..... 1 . 0 (1.0 to 5.0)

MTD or QTD or YTD (M/Q/Y)..... M

Print Inactive Accounts Too?..... N (Y/N)  
Exclude Accounts with Zero Dollars. N (Y/N)  
(A)nnual Budget or (Y)ear-to-Date.. A (A/Y)

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01	1		Y	S	8	068	10			

Revenue Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	Project	FIL
240	HUDSON AREA JOINT LIBRARY						
70	LIBRARY						
43261	FED GRANT-LIBRARY						
000	GENERAL DESCRIPTION	0.00	0.00	0.00	0.00	0.00	0
TOTAL:	FED GRANT-LIBRARY	0.00	0.00	0.00	0.00	0.00	0
	PUBLIC CHARGES FOR SERVICES						
46111	COPIES - TAXABLE						
000	COPIES - TAXABLE	0.00	0.00	0.00	382.71	382.71-9999	-----!!!!
TOTAL:	COPIES - TAXABLE	0.00	0.00	0.00	382.71	382.71-9999	-----!!!!
46119	MISC TAXABLE CHARGES						
000	MISC. TAXABLE CHARGES	0.00	0.00	0.00	0.00	0.00	0
TOTAL:	MISC TAXABLE CHARGES	0.00	0.00	0.00	0.00	0.00	0
46710	LIBRARY FINES						
000	LIBRARY FINES	0.00	0.00	1,379.64	2,585.15	2,585.15-9999	-----!!!!
J-022916-108	FEBRUARY ENTRIES	1		376.95	1-22/1-28 FINES		A
J-022916-162	FEBRUARY ENTRIES	1		321.01	1-29/2-4 FINES		A
J-022916-217	FEBRUARY ENTRIES	2		353.13	2-5/2-11 FINES		A
J-022916-257	FEBRUARY ENTRIES	2		328.55	2-12/2-16 FINES		A
TOTAL:	LIBRARY FINES	0.00	0.00	1,379.64	2,585.15	2,585.15-9999	-----!!!!
46713	LIBRARY RENTALS						
000	LIBRARY RENTALS	0.00	0.00	168.00	329.00	329.00-9999	-----!!!!
J-022916-108	FEBRUARY ENTRIES	1		38.00	DVD RENTAL		A
J-022916-108	FEBRUARY ENTRIES	1		10.00	BOOK RENTAL		A
J-022916-162	FEBRUARY ENTRIES	1		34.00	DVD RENTAL		A
J-022916-162	FEBRUARY ENTRIES	1		12.00	BOOK RENTAL		A
J-022916-217	FEBRUARY ENTRIES	2		24.00	DVD RENTAL		A
J-022916-217	FEBRUARY ENTRIES	2		4.00	BOOK RENTAL		A
J-022916-257	FEBRUARY ENTRIES	2		40.00	DVD RENTAL		A
J-022916-257	FEBRUARY ENTRIES	2		6.00	BOOK RENTAL		A
TOTAL:	LIBRARY RENTALS	0.00	0.00	168.00	329.00	329.00-9999	-----!!!!
TOTAL:	PUBLIC CHARGES FOR SERVICES	0.00	0.00	1,547.64	3,296.86	3,296.86-9999	-----!!!!
	INTERGOVERNMENTAL CHARGES						
47105	FEDERAL GRANT-HUD						
000	FEDERAL GRANT-HUD	0.00	0.00	0.00	0.00	0.00	0
TOTAL:	FEDERAL GRANT-HUD	0.00	0.00	0.00	0.00	0.00	0
47301	CITY OF HUDSON						

Revenue Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	ANNUAL Adopted Budget Revisd Bdgt	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	Project	FIL
240	HUDSON AREA JOINT LIBRARY								
70	LIBRARY								
47301	INTERGOVERNMENTAL CHARGES CITY OF HUDSON								
000	CITY OF HUDSON		0.00	0.00	0.00	0.00	0		
TOTAL:	CITY OF HUDSON		0.00	0.00	0.00	0.00	0		
47302	VILLAGE OF NORTH HUDSON								
000	VILLAGE OF NORTH HUDSON		84,962.00	84,475.00	0.00	84,475.00	0		
TOTAL:	VILLAGE OF NORTH HUDSON		84,962.00	84,475.00	0.00	84,475.00	0		
47303	TOWN OF HUDSON								
000	TOWN OF HUDSON		191,538.00	203,201.00	0.00	203,201.00	0		
TOTAL:	TOWN OF HUDSON		191,538.00	203,201.00	0.00	203,201.00	0		
47304	TOWN OF ST JOSEPH								
000	TOWN OF ST. JOSEPH		86,788.00	85,546.00	42,773.00	42,773.00	50	-----	
R-021716-225	TOWN OF ST JOSEPH	053842			42,773.00	42,773.00			A
TOTAL:	TOWN OF ST JOSEPH		86,788.00	85,546.00	42,773.00	42,773.00	50	-----	
47310	GENERAL GOVERNMENT REVENUE								
000	LOCAL GOVERNMENT-GENERAL		35,000.00	35,000.00	0.00	35,000.00	0		
TOTAL:	GENERAL GOVERNMENT REVENUE		35,000.00	35,000.00	0.00	35,000.00	0		
47311	COUNTY LIBRARY LEVY								
000	COUNTY LIBRARY LEVY		86,859.00	82,521.00	0.00	80,388.40	2		
TOTAL:	COUNTY LIBRARY LEVY		86,859.00	82,521.00	0.00	80,388.40	2		
TOTAL:	INTERGOVERNMENTAL CHARGES		485,147.00	490,743.00	42,773.00	445,837.40	9		
	MISCELLANEOUS REVENUES								
48100	INTEREST								
000	INTEREST		0.00	0.00	0.00	0.00	0		
TOTAL:	INTEREST		0.00	0.00	0.00	0.00	0		
48120	NET CHANGE IN MARKET VALUE								
000	NET CHANGE IN MARKET VALUE		0.00	0.00	0.00	1,306.25	9999	-----	!!!!
TOTAL:	NET CHANGE IN MARKET VALUE		0.00	0.00	0.00	1,306.25	9999	-----	!!!!
48400	INSURANCE REFUND								
000	INSURANCE REFUND		0.00	0.00	0.00	0.00	0		
TOTAL:	INSURANCE REFUND		0.00	0.00	0.00	0.00	0		
48500	DONATIONS- PRIVATE ORG/IND								

Revenue Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	ANNUAL Revised Bdgt	ACT MTD AND IN PROCESS	POSTED AND IN PROCESS	ACT YTD AND IN PROCESS	POSTED AND IN PROCESS	REMAINING BALANCE	PCT	Project	FIL
240	HUDSON AREA JOINT LIBRARY										
70	LIBRARY										
48500	MISCELLANEOUS REVENUES DONATIONS- PRIVATE ORG/IND										
000	DONATIONS-PRIVATE ORG/IND		0.00	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	DONATIONS- PRIVATE ORG/IND		0.00	0.00	0.00	0.00	0.00	0.00	0		
48560	DONATION-SUMMER READ PROGRAM										
000	DONATION-SUMMER READ PROGRAM		0.00	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	DONATION-SUMMER READ PROGRAM		0.00	0.00	0.00	0.00	0.00	0.00	0		
48561	DONATION-LITERACY PROGRAM										
000	DONATION-LITERACY PROGRAM		0.00	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	DONATION-LITERACY PROGRAM		0.00	0.00	0.00	0.00	0.00	0.00	0		
48562	DONATIONS-HISTORY ROOM										
000	DONATION-HISTORY COLLECTION		0.00	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	DONATIONS-HISTORY ROOM		0.00	0.00	0.00	0.00	0.00	0.00	0		
48563	FRIENDS OF LIBRARY PLEDGE										
000	FRIENDS OF LIBRARY PLEDGE		0.00	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	FRIENDS OF LIBRARY PLEDGE		0.00	0.00	0.00	0.00	0.00	0.00	0		
48564	DONATIONS-BRIDGE THE GAP										
000	DONATION-BRIDGE THE GAP		0.00	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	DONATIONS-BRIDGE THE GAP		0.00	0.00	0.00	0.00	0.00	0.00	0		
48600	MISCELLANEOUS REVENUES										
000	MISCELLANEOUS REVENUES		0.00	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	MISCELLANEOUS REVENUES		0.00	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	MISCELLANEOUS REVENUES		0.00	0.00	0.00	1,306.25	1,306.25	9999	-----!!!!		
	OTHER FINANCING SOURCES										
49210	TRANSFER FROM GENERAL FUND										
000	TRANSFER FROM GENERAL FUND		295,000.00	356,031.00	0.00	356,031.00	0.00	100	-----		
TOTAL:	TRANSFER FROM GENERAL FUND		295,000.00	356,031.00	0.00	356,031.00	0.00	100	-----		
49220	TRANSFER FROM SPEC REV FD										
000	TRANSFER FROM SPEC REV FD		0.00	0.00	0.00	0.00	0.00	0			
TOTAL:	TRANSFER FROM SPEC REV FD		0.00	0.00	0.00	0.00	0.00	0			
TOTAL:	OTHER FINANCING SOURCES		295,000.00	356,031.00	0.00	356,031.00	0.00	100	-----		
TOTAL:	LIBRARY		780,147.00	846,774.00	44,320.64	405,539.71	441,234.29	47	----		
TOTAL:	HUDSON AREA JOINT LIBRARY		780,147.00	846,774.00	44,320.64	405,539.71	441,234.29	47	----		



Revenue Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	Adopted Budget	Revisd Bdgt	ANNUAL AND IN PROCESS	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	FIL
	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	Project				
GRAND TOTAL		780,147.00	846,774.00	44,320.64	405,539.71	441,234.29	47	----	
TOTAL NUMBER OF RECORDS PRINTED		37							

Report Selection:

Inclusions Ranges: Begin (thru) End  
Fund & Account... 240\_\_\_\_\_ 240\_\_\_\_\_

Approval Plan..... thru \_\_\_\_\_

Calendar Start Date..... 01 01 2016

Calendar End (As Of) Date..... 02 29 2016

Lowest Level to Print..... 4 . 0 (1.0 to 5.0)

Level to Page Break..... 1 . 0 (1.0 to 5.0)

MTD or QTD (M/Q)..... M

Print Inactive Accounts Too?..... N (Y/N)

Exclude Accounts with Zero Dollars. N (Y/N)

(A)nnual Budget or (Y)ear-to-Date.. A (A/Y)

Open Download File in Excel..... N (Y/N)

Run Instructions:

Jobq Banner Copies Form Printer Hold Space LPI Lines CPI CP SP RT  
L 01 1 Y S 8 068 10

Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

	ANNUAL Revisd Bdgt	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
240 LIBRARY						
70 LIBRARY						
55111 LIBRARY						
PERSONAL SERVICES						
121 SALARY-WAGES FULL-TIME	165,100.00	0.00	11,684.13	21,109.70	143,990.30	12 -
122 SALARY-WAGES OVERTIME	200.00	0.00	0.00	0.00	200.00	0
125 SALARY-WAGES PART TIME	212,765.00	0.00	15,787.30	28,035.51	184,729.49	13 -
133 LONGEVITY	0.00	0.00	0.00	0.00	0.00	0
151 FICA	28,978.00	0.00	1,995.32	3,959.03	25,018.97	13 -
152 RETIREMENT	20,853.00	0.00	1,440.34	2,855.65	17,997.35	13 -
154 HEALTH INSURANCE	76,600.00	0.00	5,928.81	17,375.99	59,224.01	22 --
155 LIFE INSURANCE	250.00	0.00	0.00	0.00	250.00	0
TOTAL: PERSONAL SERVICES	504,746.00	0.00	36,835.90	73,335.88	431,410.12	14 -
CONTRACTUAL SERVICES						
212 LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0
213 PROFESSIONAL SERV-AUDIT/ACCT	14,027.00	0.00	1,146.00	2,292.00	11,735.00	16 -
216 IFLS - OPERATING/MAINT	33,764.00	0.00	32,825.00	32,825.00	939.00	97 -----
217 IFLS - COURIER/SELF CHECK	2,500.00	0.00	2,512.00	2,512.00	12.00-	100 -----
218 IFLS - CATALOGING	24,726.00	0.00	0.00	0.00	24,726.00	0
225 TELEPHONE	3,600.00	0.00	83.40	83.40	3,516.60	2
249 CONTRACTED MAINT & REPAIR	600.00	0.00	0.00	0.00	600.00	0
294 PROGRAMMING - ADULT	2,000.00	51.30	155.00	155.00	1,793.70	10 -
295 PROGRAMMING - CHILDREN	2,500.00	0.00	405.00	405.00	2,095.00	16 -
298 MAINTENANCE AGMT & LEASES	5,500.00	0.00	491.00	615.00	4,885.00	11 -
299 OTHER CONTRACTUAL SERVICES	5,000.00	0.00	0.00	0.00	5,000.00	0
TOTAL: CONTRACTUAL SERVICES	94,217.00	51.30	37,617.40	38,887.40	55,278.30	41 ----
SUPPLIES & EXPENSES						
311 POSTAGE	5,000.00	0.00	189.47	426.11	4,573.89	8
312 OFFICE SUPPLIES	13,000.00	79.56	533.03	542.67	12,377.77	4
324 MEMBERSHIPS & SUBSCRIPTIONS	500.00	0.00	0.00	0.00	500.00	0
326 ADVERTISING	1,000.00	0.00	0.00	0.00	1,000.00	0
338 TRAINING-STAFF DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0
339 TRAVEL & CONFERENCES	1,600.00	390.00	190.00	190.00	1,020.00	36 ---
357 MAINT & REPAIR SUPPLIES	1,000.00	16.94	0.00	0.00	983.06	1
392 BOOK PROCESSING	0.00	0.00	0.00	0.00	0.00	0
393 GRANTS-FOC ON ENGY/ANN MARIE	0.00	0.00	0.00	0.00	0.00	0
394 PROGRAMMING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0
395 BOOKS	65,000.00	0.00	5,621.73	5,935.53	59,064.47	9
396 TECHNOLOGY	10,000.00	0.00	899.00	899.00	9,101.00	8
397 PERIODICALS	7,000.00	0.00	0.00	0.00	7,000.00	0
398 AUDIO-VISUALS	16,000.00	0.00	794.64	863.39	15,136.61	5
399 ACTIVITY SUPPLIES	1,500.00	0.00	37.42	37.42	1,462.58	2
TOTAL: SUPPLIES & EXPENSES	121,600.00	486.50	8,265.29	8,894.12	112,219.38	7
FIXED CHARGES						
510 WORKERS COMPENSATION INS.	1,100.00	0.00	0.00	900.00	200.00	81 -----
511 PUBLIC LIABILITY	1,700.00	0.00	0.00	250.00	1,450.00	14 -

Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

	ANNUAL Revised Bdgt	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
240 LIBRARY						
70 LIBRARY						
55111 LIBRARY						
FIXED CHARGES						
513 PUBLIC OFFICIALS	2,100.00	0.00	0.00	2,052.00	48.00	97 -----
517 PROPERTY INS	1,700.00	0.00	0.00	1,520.00	180.00	89 -----
519 UNEMPLOYMENT COMP	0.00	0.00	0.00	0.00	0.00	0
532 RENT	137,700.00	0.00	11,475.00	22,950.00	114,750.00	16 -
541 DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0
543 AMORTIZATION - COLLECTIONS	0.00	0.00	0.00	0.00	0.00	0
TOTAL: FIXED CHARGES	144,300.00	0.00	11,475.00	27,672.00	116,628.00	19 -
CAPITAL OUTLAY						
812 FURNITURE & FURNISHINGS	0.00	0.00	0.00	0.00	0.00	0
819 OTHER CAPITAL EXPENSE/SERVIC	0.00	0.00	0.00	0.00	0.00	0
822 BUILDINGS	0.00	0.00	0.00	0.00	0.00	0
829 REPAIR & IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL: CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
COST REALLOCATIONS						
902 UNFUNDED PENSION LIABILITY	0.00	0.00	0.00	0.00	0.00	0
TOTAL: COST REALLOCATIONS	0.00	0.00	0.00	0.00	0.00	0
TOTAL: LIBRARY	864,863.00	537.80	94,193.59	148,789.40	715,535.80	17 -
TOTAL: LIBRARY	864,863.00	537.80	94,193.59	148,789.40	715,535.80	17 -
TOTAL: LIBRARY	864,863.00	537.80	94,193.59	148,789.40	715,535.80	17 -

Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

	ANNUAL Revised Bdgt	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
GRAND TOTAL	864,863.00	537.80	94,193.59	148,789.40	715,535.80	17 -
TOTAL NUMBER OF RECORDS PRINTED	47					

Report Selection:

Inclusions Ranges: Begin (thru) End  
Fund & Account... 240\_\_\_\_\_ 240\_\_\_\_\_

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Approval Plan..... thru \_\_\_\_\_

Calendar Start Date..... 01 01 2016  
Calendar End (As Of) Date..... 02 29 2016

Level to Page Break..... 1 . 0 (1.0 to 5.0)

MTD or QTD or YTD (M/Q/Y)..... M

Print Inactive Accounts Too?..... N (Y/N)  
Exclude Accounts with Zero Dollars. N (Y/N)  
(A)nnual Budget or (Y)ear-to-Date.. A (A/Y)

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01	1		Y	S	8	068	10			

Exp. Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	ANNUAL Revisd Bdgt	ENCUMBERED INVOICE	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	F 9	FIL
240	HUDSON AREA JOINT LIBRARY									
70	LIBRARY									
55111	LIBRARY PERSONAL SERVICES									
121	SALARY-WAGES FULL-TIME		165,100.00	0.00	11,684.13	21,109.70	143,990.30	12 -		
P-021216-228	PAYROLL BIWEEKLY	021216			5,857.21	CODE-B,PER#-1,FUND-	240			A
P-022616-241	PAYROLL BIWEEKLY	022616			5,826.92	CODE-B,PER#-2,FUND-	240			A
122	SALARY-WAGES OVERTIME		200.00	0.00	0.00	0.00	200.00	0		
125	SALARY-WAGES PART TIME		212,765.00	0.00	15,787.30	28,035.51	184,729.49	13 -		
P-021216-228	PAYROLL BIWEEKLY	021216			7,825.62	CODE-B,PER#-1,FUND-	240			A
P-022616-241	PAYROLL BIWEEKLY	022616			7,961.68	CODE-B,PER#-2,FUND-	240			A
133	LONGEVITY		0.00	0.00	0.00	0.00	0.00	0		
151	FICA		28,978.00	0.00	1,995.32	3,959.03	25,018.97	13 -		
P-021216-228	PAYROLL BIWEEKLY	021216			993.60	CODE-B,PER#-1,FUND-	240			A
P-022616-241	PAYROLL BIWEEKLY	022616			1,001.72	CODE-B,PER#-2,FUND-	240			A
152	RETIREMENT		20,853.00	0.00	1,440.34	2,855.65	17,997.35	13 -		
P-021216-228	PAYROLL BIWEEKLY	021216			719.29	CODE-B,PER#-1,FUND-	240			A
P-022616-241	PAYROLL BIWEEKLY	022616			721.05	CODE-B,PER#-2,FUND-	240			A
154	HEALTH INSURANCE		76,600.00	0.00	5,928.81	17,375.99	59,224.01	22 --		
V-020116-056	01216 AUL	083129		128 HRA CONTRI	150.00	1.28 HRA CONTRIBUTION		N		A
P-021216-228	PAYROLL BIWEEKLY	021216			2,763.76	CODE-B,PER#-1,FUND-	240			A
V-021816-204	04113 DONALDSON/LINDA	083417		3/2016	116.87	ANNUITANT HLT-MARCH		P N		A
V-021816-204	04113 DONALDSON/LINDA	083417		3/2016	137.06	ANNUITANT HLT-MARCH		P N		A
P-022616-241	PAYROLL BIWEEKLY	022616			2,761.12	CODE-B,PER#-2,FUND-	240			A
155	LIFE INSURANCE		250.00	0.00	0.00	0.00	250.00	0		
TOTAL:	PERSONAL SERVICES		504,746.00	0.00	36,835.90	73,335.88	431,410.12	14 -		
	CONTRACTUAL SERVICES									
212	LEGAL SERVICES		0.00	0.00	0.00	0.00	0.00	0		
213	PROFESSIONAL SERV-AUDIT/ACCT		14,027.00	0.00	1,146.00	2,292.00	11,735.00	16 -		
J-020116-118	FEB ADM CHGE				1,146.00	MONTHLY ADM CHG				A
216	IFLS - OPERATING/MAINT		33,764.00	0.00	32,825.00	32,825.00	939.00	97 -----		
V-020816-133	09015 INDIANHEAD FEDERATED	083301		216008	25,840.00	216008	033518	F N		A
V-020816-133	09015 INDIANHEAD FEDERATED	083301		216008	6,985.00	216008	033518	F N		A
217	IFLS - COURIER/SELF CHECK		2,500.00	0.00	2,512.00	2,512.00	12.00-	100 -----		
V-020816-133	09015 INDIANHEAD FEDERATED	083301		216008	562.00	216008	033518	F N		A
V-020816-133	09015 INDIANHEAD FEDERATED	083301		216059	1,950.00	216059	033518	F N		A

Exp. Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	ANNUAL Revisd Bdgt	ENCUMBERED INVOICE	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	F 9	FIL
240	HUDSON AREA JOINT LIBRARY									
70	LIBRARY									
55111	LIBRARY									
	CONTRACTUAL SERVICES									
218	IFLS - CATALOGING		24,726.00	0.00	0.00	0.00	24,726.00	0		
225	TELEPHONE		3,600.00	0.00	83.40	83.40	3,516.60	2		
V-020216-065	18005 AT&T	083135 715Z0800430116			21.18	SVC 1-16/2-15			P N	A
V-020216-065	18005 AT&T	083135 715Z0800430116			21.18	SVC 1-16/2-15			P N	A
V-020816-131	03028 CENTURYLINK	000000 1362516074			5.01	1362516074	033594		F N	A
V-020816-131	03028 CENTURYLINK	000000 1363819981			16.56	1363819981	033636		F N	A
V-022516-244	03028 CENTURYLINK	000000 1366010415			2.48	1366010415	033818		F N	A
V-022516-244	03028 CENTURYLINK	000000 1366693533			16.99	1366693533	033930		F N	A
249	CONTRACTED MAINT & REPAIR		600.00	0.00	0.00	0.00	600.00	0		
294	PROGRAMMING - ADULT		2,000.00	51.30	155.00	155.00	1,793.70	10	-	
V-020816-133	09015 INDIANHEAD FEDERATED	083301 216092			155.00	216092	033518		F N	A
295	PROGRAMMING - CHILDREN		2,500.00	0.00	405.00	405.00	2,095.00	16	-	
V-020816-133	.05549 HALBROOK/LYNN M	083300 242016			250.00	WIZARDS SCHOOL			N	A
V-020816-133	09015 INDIANHEAD FEDERATED	083301 216092			155.00	216092	033518		F N	A
298	MAINTENANCE AGMT & LEASES		5,500.00	0.00	491.00	615.00	4,885.00	11	-	
V-020816-133	10025 EO JOHNSON OFFICE TECHNO	083297 CNIN825437			209.00	CNIN825437	033587		F N	A
V-020816-133	10026 EO JOHNSON OFFICE TECHNO	083298 I00276554			124.00	I00276554	033743		F N	A
V-022816-267	10025 EO JOHNSON OFFICE TECHNO	000000 CNIN832408			158.00	CNIN832408	033928		F N	A
299	OTHER CONTRACTIONAL SERVICES		5,000.00	0.00	0.00	0.00	5,000.00	0		
TOTAL:	CONTRACTUAL SERVICES		94,217.00	51.30	37,617.40	38,887.40	55,278.30	41	----	
	SUPPLIES & EXPENSES									
311	POSTAGE		5,000.00	0.00	189.47	426.11	4,573.89	8		
V-020816-133	08160 ASSOCIATED BANK	083294 RECEIPTS			2.59	PACKAGE	033654		F N	A
V-020816-133	08160 ASSOCIATED BANK	083294 RECEIPTS			55.24	PACKAGES AND STAMPS	033654		F N	A
V-020816-133	08160 ASSOCIATED BANK	083294 RECEIPTS			2.59	PACKAGE	033654		F N	A
V-020816-133	08160 ASSOCIATED BANK	083294 RECEIPTS			3.22	PACKAGE	033654		F N	A
V-020816-133	08160 ASSOCIATED BANK	083294 RECEIPTS			3.22	PACKAGE	033654		F N	A
V-020816-133	08160 ASSOCIATED BANK	083294 RECEIPTS			109.47	PACKAGES AND STAMPS	033654		F N	A
V-020816-133	08160 ASSOCIATED BANK	083294 RECEIPTS			10.42	PACKAGE	033654		F N	A
V-020816-133	08160 ASSOCIATED BANK	083294 RECEIPTS			2.72	PACKAGE	033654		F N	A
312	OFFICE SUPPLIES		13,000.00	79.56	533.03	542.67	12,377.77	4		
V-020816-133	04055 DEMCO	083296 5767075			96.98	5767075	033507		F N	A
V-020816-133	16085 QUILL CORPORATION	083304 1840378			287.01	1840378	033512		F N	A
V-020816-133	16085 QUILL CORPORATION	083304 1875481			42.57	1875481	033512		F N	A
V-020816-133	16085 QUILL CORPORATION	083304 1897816			11.99	1897816	033516		F N	A
V-020816-133	16085 QUILL CORPORATION	083304 1934390			6.49	1934390	033516		F N	A



			ANNUAL	ACT MTD POSTED	ACT YTD POSTED	REMAINING				
			Revisd Bdgt	AND IN PROCESS	AND IN PROCESS	BALANCE				
			ENCUMBERED	AND IN PROCESS	AND IN PROCESS	BALANCE	PCT			
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F	9	FIL	
240	HUDSON AREA JOINT LIBRARY									
70	LIBRARY									
55111	LIBRARY									
	SUPPLIES & EXPENSES									
312	OFFICE SUPPLIES									
V-020816-133	16085 QUILL CORPORATION	083304	1945889	19.39	1945889	033512	F	N	A	
V-020816-133	16085 QUILL CORPORATION	083304	272068	19.39-	CREDIT	033512	F	N	A	
V-022816-267	.05565 VENMILL	000000	59796	87.99	DISC CLNING SUPPLIES			N	A	
324	MEMBERSHIPS & SUBSCRIPTIONS		500.00	0.00	0.00	500.00	0			
326	ADVERTISING		1,000.00	0.00	0.00	1,000.00	0			
338	TRAINING-STAFF DEVELOPMENT		0.00	0.00	0.00	0.00	0			
339	TRAVEL & CONFERENCES		1,600.00	390.00	190.00	1,020.00	36	---		
H-022616-249	01197 CARDMEMBER SERVICES	083437	950001210595	125.00	GRAPHIC DESIGN FOR LIBRA	033581	F	N	D	
H-022616-249	01197 CARDMEMBER SERVICES	083437	950001210595	65.00	PINTEREST AND TUMBLR	033581	F	N	D	
357	MAINT & REPAIR SUPPLIES		1,000.00	16.94	0.00	983.06	1			
392	BOOK PROCESSING		0.00	0.00	0.00	0.00	0			
393	GRANTS-FOC ON ENGY/ANN MARIE		0.00	0.00	0.00	0.00	0			
394	PROGRAMMING SUPPLIES		0.00	0.00	0.00	0.00	0			
395	BOOKS		65,000.00	0.00	5,621.73	5,935.53	59,064.47	9		
V-020816-133	02020 BAKER & TAYLOR	083295	2031543076	30.74	2031543076	033508	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031543429	7.05	2031543429	033510	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031543453	20.75	2031543453	033510	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031547697	65.46	2031547697	033511	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031564238	69.68	2031564238	033633	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031583555	48.63	2031583555	033632	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031588222	9.50	2031588222	033634	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031598664	150.44	2031598664	033628	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031604998	165.45	2031604998	033629	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031605085	250.08	2031605085	033631	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031610238	236.19	2031610238	033630	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031617350	20.41	2031617350	033635	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031623703	96.22	2031623703	033744	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031623986	66.22	2031623986	033747	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031624053	142.60	2031624053	033748	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	2031642239	21.24	2031642239	033745	F	N	A	
V-020816-133	02020 BAKER & TAYLOR	083295	5013964692	226.55	5013964692	033746	F	N	A	
V-020816-133	07005 GALE	083299	57001314	77.97	57001314	033588	F	N	A	
V-020816-133	07005 GALE	083299	57002955	74.97	57002955	033592	F	N	A	
V-020816-133	07005 GALE	083299	57193623	51.73	57193623	033741	F	N	A	
V-020816-133	.05550 L. E. PHILLIPS MEMORIAL	083302	751776	26.00	BREAK OUT BU JOEL OSTEEEN			N	A	
V-022816-267	.05563 KOSTERMAN/KRISTIN	000000	616439	20.00	RTRND LOST BK-BK OF LOST			N	A	
V-022816-267	02020 BAKER & TAYLOR	000000	2031644580	380.85	2031644580	033792	F	N	A	
V-022816-267	02020 BAKER & TAYLOR	000000	2031648793	11.18	2031648793	033792	F	N	A	
V-022816-267	.05564 MIDAMERICA BOOKS	000000	376669	1,142.46	CHILREDN'S BOOKS			N	A	
V-022816-267	02020 BAKER & TAYLOR	000000	2031661497	64.88	2031661497	033792	F	N	A	

Exp. Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	ANNUAL Revisd Bdgt	ENCUMBERED INVOICE	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	F 9	FIL
240	HUDSON AREA JOINT LIBRARY									
70	LIBRARY									
55111	LIBRARY									
	SUPPLIES & EXPENSES									
395	BOOKS									
V-022816-267	02020 BAKER & TAYLOR		000000	2031663373	185.98	2031663373	033792	F N		A
V-022816-267	02020 BAKER & TAYLOR		000000	2031665925	21.81	2031665925	033792	F N		A
V-022816-267	02020 BAKER & TAYLOR		000000	2031667068	479.78	2031667068	033879	F N		A
V-022816-267	07005 GALE		000000	57416372	131.20	57416372	033820	F N		A
V-022816-267	07005 GALE		000000	57417676	76.47	57417676	033820	F N		A
V-022816-267	02020 BAKER & TAYLOR		000000	2031681339	239.74	2031681339	033879	F N		A
V-022816-267	02020 BAKER & TAYLOR		000000	2031691430	13.99	2031691430	033879	F N		A
V-022816-267	02020 BAKER & TAYLOR		000000	2031691699	20.14	2031691699	033879	F N		A
V-022816-267	02020 BAKER & TAYLOR		000000	2031694167	224.02	2031694167	033926	F N		A
V-022816-267	.05562 RIVER FALLS PUBLIC LIBRA		000000	319580	6.99	LOST & PD ITEM - "FARM"		N		A
V-022816-267	02020 BAKER & TAYLOR		000000	2031694184	261.77	2031694184	033926	F N		A
V-022816-267	02020 BAKER & TAYLOR		000000	2031697413	124.12	2031697413	033926	F N		A
V-022816-267	02020 BAKER & TAYLOR		000000	2031704331	140.19	2031704331	033926	F N		A
V-022816-267	02020 BAKER & TAYLOR		000000	2031708298	176.51	2031708298	033926	F N		A
V-022816-267	02020 BAKER & TAYLOR		000000	2031713923	14.82	2031713923	033926	F N		A
V-022816-267	.05567 CHIPPEWA FALLS PUB LIBRA		000000	671715	26.95	LOST BK FOUND		N		A
396	TECHNOLOGY		10,000.00	0.00	899.00	899.00	9,101.00	8		
V-020816-133	.05551 VENMILL		083305	59796	899.00	VMI-2500 DISC CLNING MAC		N		A
397	PERIODICALS		7,000.00	0.00	0.00	0.00	7,000.00	0		
398	AUDIO-VISUALS		16,000.00	0.00	794.64	863.39	15,136.61	5		
V-020816-133	12065 MIDWEST TAPE		083303	93600257	626.72	93600257	033637	F N		A
V-022816-267	12065 MIDWEST TAPE		000000	93616800	81.96	93616800	033791	F N		A
V-022816-267	12065 MIDWEST TAPE		000000	93633388	22.99	93633388	033819	F N		A
V-022816-267	12065 MIDWEST TAPE		000000	93664731	62.97	93664731	033927	F N		A
399	ACTIVITY SUPPLIES		1,500.00	0.00	37.42	37.42	1,462.58	2		
V-022816-267	.05566 JOCHIMSEN/JENNY		000000	RECEIPTS	21.81	TEEN ACTIVITY SUPPLIES		N		A
V-022816-267	.05566 JOCHIMSEN/JENNY		000000	RECEIPTS	15.61	SPLY CANDY HEART PROG		N		A
TOTAL:	SUPPLIES & EXPENSES		121,600.00	486.50	8,265.29	8,894.12	112,219.38	7		
FIXED CHARGES										
510	WORKERS COMPENSATION INS.		1,100.00	0.00	0.00	900.00	200.00	81	-----	
511	PUBLIC LIABILITY		1,700.00	0.00	0.00	250.00	1,450.00	14	-	
513	PUBLIC OFFICIALS		2,100.00	0.00	0.00	2,052.00	48.00	97	-----	
517	PROPERTY INS		1,700.00	0.00	0.00	1,520.00	180.00	89	-----	
519	UNEMPLOYMENT COMP		0.00	0.00	0.00	0.00	0.00	0		
532	RENT		137,700.00	0.00	11,475.00	22,950.00	114,750.00	16	-	
J-020116-121	FEB RENT		1		11,475.00	LIBRARY RENT				A

Exp. Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	ANNUAL Revisd Bdgt	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F 9	FIL	
240	HUDSON AREA JOINT LIBRARY							
70	LIBRARY							
55111	LIBRARY							
	FIXED CHARGES							
541	DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0	
543	AMORTIZATION - COLLECTIONS	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	FIXED CHARGES	144,300.00	0.00	11,475.00	27,672.00	116,628.00	19 -	
	CAPITAL OUTLAY							
812	FURNITURE & FURNISHINGS	0.00	0.00	0.00	0.00	0.00	0	
819	OTHER CAPITAL EXPENSE/SERVIC	0.00	0.00	0.00	0.00	0.00	0	
822	BUILDINGS	0.00	0.00	0.00	0.00	0.00	0	
829	REPAIR & IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0	
	COST REALLOCATIONS							
902	UNFUNDED PENSION LIABILITY	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	COST REALLOCATIONS	0.00	0.00	0.00	0.00	0.00	0	
TOTAL:	LIBRARY	864,863.00	537.80	94,193.59	148,789.40	715,535.80	17 -	
TOTAL:	LIBRARY	864,863.00	537.80	94,193.59	148,789.40	715,535.80	17 -	
TOTAL:	HUDSON AREA JOINT LIBRARY	864,863.00	537.80	94,193.59	148,789.40	715,535.80	17 -	

Exp. Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH FEB 29, 2016

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	ANNUAL Revisd Bdgt	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	F 9	FIL
	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.				
GRAND TOTAL		864,863.00	537.80	94,193.59	148,789.40	715,535.80	17	-	
TOTAL NUMBER OF RECORDS PRINTED		145							

APS ACCOUNTS PAYABLE  
02/18/2016 15:22:41

Schedule of Bills by Fund

CITY OF HUDSON  
GL050S-V08.00 COVERPAGE  
GL540R

Report Selection:

RUN GROUP... 222LIB COMMENT... 2/22 ANNUITANT PAYMENT

DATA-JE-ID DATA COMMENT  
-----

W-02222016-205 2/22 ANNUITANT PAYMENT

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01	1		Y	S	8	068	10			

Schedule of Bills by Fund  
 BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
HUDSON AREA JOINT LIBRARY *****							
DONALDSON/LINDA							
ANNUITANT HLT-MARCH	116.87	HEALTH INSURANCE	240.70.55111.154	208231	3/2016		P 205 00001
ANNUITANT HLT-MARCH	137.06	HEALTH INSURANCE	240.70.55111.154	208231	3/2016		P 205 00002
	253.93	*VENDOR TOTAL					
HUDSON AREA JOINT LIBRARY	253.93	*****					

Schedule of Bills by Fund  
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:	253.93						

RECORDS PRINTED - 000002

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	253.93
TOTAL	ALL FUNDS	253.93

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	253.93
TOTAL	ALL BANKS	253.93

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....  
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Report Selection:

RUN GROUP... 302PHL COMMENT... 3/2 AT&T PAYMENT

DATA-JE-ID DATA COMMENT  
-----

W-03022016-264 3/2 AT&T PAYMENT

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01	1		Y	S	8	068	10			

Schedule of Bills by Fund  
 BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
HUDSON AREA JOINT LIBRARY *****							
AT&T							
SVC 2-16/3-15	21.26	TELEPHONE	240.70.55111.225	208289	715Z0800430216		P 264 00001
SVC 2-16/3-15	21.26	TELEPHONE	240.70.55111.225	208289	715Z0800430216		P 264 00002
	42.52	*VENDOR TOTAL					
HUDSON AREA JOINT LIBRARY	42.52	*****					

Schedule of Bills by Fund  
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:	42.52						

RECORDS PRINTED - 000002

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	42.52
TOTAL	ALL FUNDS	42.52

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	42.52
TOTAL	ALL BANKS	42.52

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....  
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APS ACCOUNTS PAYABLE  
02/25/2016 13:38:51

Schedule of Bills by Fund

CITY OF HUDSON  
GL050S-V08.00 COVERPAGE  
GL540R

Report Selection:

RUN GROUP... 225PHE COMMENT... 2/25 CENTURYLINK

DATA-JE-ID DATA COMMENT  
-----

W-02252016-245 2/25 CENTURYLINK

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01	1		Y	S	8	068	10			

Schedule of Bills by Fund  
 BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HUDSON AREA JOINT LIBRARY *****									
CENTURYLINK									
1366693533	16.99	TELEPHONE	240.70.55111.225	208274	1366693533	033930	F	245	00002
1366010415	2.48	TELEPHONE	240.70.55111.225	208275	1366010415	033818	F	245	00001
	19.47	*VENDOR TOTAL							
HUDSON AREA JOINT LIBRARY	19.47	*****							

Schedule of Bills by Fund  
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:	19.47						

RECORDS PRINTED - 000002

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	19.47
TOTAL	ALL FUNDS	19.47

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	19.47
TOTAL	ALL BANKS	19.47

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....  
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Report Selection:

RUN GROUP... 226CCL COMMENT... 2/26 CRADMEMBER SERVICES

DATA-JE-ID	DATA COMMENT
H-02262016-249	2/26 CRADMEMBER SERVICES

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01	1		Y	S	8	068	10			

Schedule of Bills by Fund  
 BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HUDSON AREA JOINT LIBRARY *****									
CARDMEMBER SERVICES									
GRAPHIC DESIGN FOR LIBRA	125.00	TRAVEL & CONFERENCES	240.70.55111.339	208276	950001210595	033581	F	249	00001
PINTEREST AND TUMBLR	65.00	TRAVEL & CONFERENCES	240.70.55111.339	208276	950001210595	033581	F	249	00002
	190.00	*VENDOR TOTAL							
HUDSON AREA JOINT LIBRARY	190.00	*****							

Schedule of Bills by Fund  
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:	190.00						

RECORDS PRINTED - 000002

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	190.00
TOTAL	ALL FUNDS	190.00

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	190.00
TOTAL	ALL BANKS	190.00

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....  
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Schedule of Bills by Fund  
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HUDSON AREA JOINT LIBRARY *****									
BAKER & TAYLOR									
2031694184	261.77	BOOKS	240.70.55111.395	208323	2031694184	033926	F	268	00011
2031708298	176.51	BOOKS	240.70.55111.395	208324	2031708298	033926	F	268	00014
2031694167	224.02	BOOKS	240.70.55111.395	208325	2031694167	033926	F	268	00010
2031697413	124.12	BOOKS	240.70.55111.395	208326	2031697413	033926	F	268	00012
2031713923	14.82	BOOKS	240.70.55111.395	208327	2031713923	033926	F	268	00015
2031704331	140.19	BOOKS	240.70.55111.395	208328	2031704331	033926	F	268	00013
2031644580	380.85	BOOKS	240.70.55111.395	208330	2031644580	033792	F	268	00001
2031665925	21.81	BOOKS	240.70.55111.395	208331	2031665925	033792	F	268	00005
2031661497	64.88	BOOKS	240.70.55111.395	208332	2031661497	033792	F	268	00003
2031663373	185.98	BOOKS	240.70.55111.395	208333	2031663373	033792	F	268	00004
2031648793	11.18	BOOKS	240.70.55111.395	208334	2031648793	033792	F	268	00002
2031667068	479.78	BOOKS	240.70.55111.395	208338	2031667068	033879	F	268	00006
2031681339	239.74	BOOKS	240.70.55111.395	208339	2031681339	033879	F	268	00007
2031691430	13.99	BOOKS	240.70.55111.395	208340	2031691430	033879	F	268	00008
2031691699	20.14	BOOKS	240.70.55111.395	208341	2031691699	033879	F	268	00009
	2,359.78	*VENDOR TOTAL							
CHIPPEWA FALLS PUB LIBRA									
LOST BK FOUND	26.95	BOOKS	240.70.55111.395	208347	671715			P	268 00016
EO JOHNSON OFFICE TECHNO									
CNIN832408	158.00	MAINTENANCE AGMT & LEASE	240.70.55111.298	208321	CNIN832408	033928	F	268	00017
GALE									
57417676	76.47	BOOKS	240.70.55111.395	208336	57417676	033820	F	268	00019
57416372	131.20	BOOKS	240.70.55111.395	208337	57416372	033820	F	268	00018
	207.67	*VENDOR TOTAL							
JOCHIMSEN/JENNY									
TEEN ACTIVITY SUPPLIES	21.81	ACTIVITY SUPPLIES	240.70.55111.399	208346	RECEIPTS			P	268 00020
SPLY CANDY HEART PROG	15.61	ACTIVITY SUPPLIES	240.70.55111.399	208346	RECEIPTS			P	268 00021
	37.42	*VENDOR TOTAL							
KOSTERMAN/KRISTIN									
RTRND LOST BK-BK OF LOST	20.00	BOOKS	240.70.55111.395	208343	616439			P	268 00022
MIDAMERICA BOOKS									
CHILREDN'S BOOKS	1,142.46	BOOKS	240.70.55111.395	208344	376669			P	268 00023
MIDWEST TAPE									
93664731	62.97	AUDIO-VISUALS	240.70.55111.398	208322	93664731	033927	F	268	00026
93616800	81.96	AUDIO-VISUALS	240.70.55111.398	208329	93616800	033791	F	268	00024
93633388	22.99	AUDIO-VISUALS	240.70.55111.398	208335	93633388	033819	F	268	00025
	167.92	*VENDOR TOTAL							
RIVER FALLS PUBLIC LIBRA									
LOST & PD ITEM - "FARM"	6.99	BOOKS	240.70.55111.395	208342	319580			P	268 00027

Schedule of Bills by Fund  
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
HUDSON AREA JOINT LIBRARY *****							
VENMILL DISC CLNING SUPPLIES	87.99	OFFICE SUPPLIES	240.70.55111.312	208345	59796		P 268 00028
HUDSON AREA JOINT LIBRARY	4,215.18	*****					

Schedule of Bills by Fund  
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:	4,215.18						

RECORDS PRINTED - 000028

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	4,215.18
TOTAL	ALL FUNDS	4,215.18

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	4,215.18
TOTAL	ALL BANKS	4,215.18

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....  
.....  
.....



**HUDSON AREA JOINT LIBRARY  
CLAIMS FOR PAYMENT**

**3/9/2016**

<b>Batch</b>	<b>Purpose</b>	<b>Amount</b>	<b>Subtotal</b>
3/1/2016 City of Hudson	Admin charge	\$ 1,146.00	
3/1/2016 City of Hudson	Occupancy costs	\$ 11,035.00	
3/2/2016 AT&T	see details	\$ 42.52	
2/22/2016 Linda Donaldson	annuitant health ins	\$ 253.93	
2/26/2016 Cardmember Services	see details	\$ 190.00	
2/25/2016 CenturyLink	see details	\$ 19.47	
<b>Claims paid since previous approval</b>			<b>\$ 12,686.92</b>
0216LI	see detail provided		
<b>Claims to be paid</b>			<b>\$ 4,215.18</b>
			<b>\$ 16,902.10</b>
<b>NON-PAYROLL TOTALS</b>			
	Biweekly payroll 01/15/2016	\$ 15,395.72	
	Biweekly payroll 01/29/2016	\$ 15,511.37	
<b>PAYROLL TOTALS</b>			<b>\$ 30,907.09</b>
<b>TOTAL FOR APPROVAL</b>			<b>\$ 47,809.19</b>

The preceding bills payable and recurring disbursements were reviewed and approved for payment by the Hudson Area Joint Library.

Date \_\_\_\_\_

Approved by \_\_\_\_\_

# Hudson Library Revenue and Expenditure Report

3/2/2016

## January - December 2016

Actual vs. Budget	Code	Budget	January	February	March	April	May	June	July	August	September	October	November	Actual to Date	Amount Remaining	Percent Remaining
<b>Revenue</b>																
City of Hudson	49210	356,031	356,031											356,031	0	0%
Village of N. Hudson	47302	84,475												-	-84,475	-100%
Town of Hudson	47303	203,201												-	-203,201	-100%
Town of St. Joseph	47304	85,546		42,773										42,773	-42,773	-50%
St. Croix County	47311	82,521												-	-82,521	-100%
Other Counties	47311	5,169	2,133											2,133	-3,036	-59%
Copies, Fines, Misc.	46710	35,000	1,749	1,548										3,297	-31,703	-91%
Interest	48100	0												-	0	
Gain/Loss on marketable investments	48200	0	1,306											1,306	1,306	
Donations - Other	48500	0												-	0	
Donation -Bridge the Gap	48564	0												-	0	
Donations - History Collection	48562	0												-	0	
<b>Total Revenue</b>		851,943	361,219	44,321	0	0								405,539	-446,404	-52%
<b>Staff Compensation</b>																
Full Time Salaries	121	165,100	9,426	11,684										\$ 21,110	143,990	87%
Overtime Salaries	122	200	0	0										\$ -	200	100%
Part Time Salaries	125	212,765	12,248	15,787										\$ 28,036	184,729	87%
FICA	151	28,978	1,964	1,995										\$ 3,959	25,019	86%
Pension	152	20,853	1,415	1,440										\$ 2,856	17,997	86%
Health Insurance	154	76,600	11,447	5,929										\$ 17,376	59,224	77%
Life Insurance	155	250	0	0										\$ -	250	100%
															0	
<b>Staff Compensation Subtotal</b>		504,746	36,500	36,836	0	0								\$ 73,336	431,410	85%

# Hudson Library Revenue and Expenditure Report

3/2/2016

## January - December 2016

2012 Actual vs. Budget	Code	Budget	January	February	March	April								Actual to Date	Amount Remaining	Percent Remaining
<b>General Operating Expenses</b>																
Hudson Finance/Personnel Fee	213	14,027	1,146	1,146										2,292	11,735	84%
IFLS-operating/maintenance	216	33,764		32,825										32,825	939	3%
IFLS-addl courier/self check	217	2,500		2,512										2,512	-12	0%
IFLS-catalogging	218	24,726												-	24,726	100%
Telephone	225	3,600		83										83	3,517	98%
Contracted Maint. & Repair	249	600		0										-	600	100%
Programming - Adult	294	2,000		206										206	1,794	90%
Programming - Children	295	2,500		405										405	2,095	84%
Maintenance Agmt/Leases	298	5,500	124	491										615	4,885	89%
Contract Services	299	5,000		0										-	5,000	100%
Postage	311	5,000	237	189										426	4,574	91%
Office Supplies	312	13,000	10	613										623	12,377	95%
Memberships	324	500	0											-	500	100%
Advertising	326	1,000	0	0										-	1,000	100%
Staff Development	338	1,600		580										580	1,020	64%
Maint & Repair Supplies	357	1,000	0	17										17	983	98%
Books	395	65,000	314	5,622										5,936	59,064	91%
Technology	396	10,000		899										899	9,101	91%
Periodicals	397	7,000	0	0										-	7,000	100%
Audio-Visual	398	16,000	68	795										863	15,137	95%
Activity Supplies	399	1,500	0	37										37	1,463	98%
Ins. Workers Comp	510	1,100	900	0										900	200	
Ins. Public Liab.	511	1,700	250	0										250	1,450	85%
Ins. Public Officials	513	2,100	2,052	0										2,052	48	2%
Ins. Property Ins.	517	1,700	1,520											1,520	180	11%
Bld. Occupancy Exp.	532	137,700	11,475	11,475										22,950	114,750	83%
<b>General Operating Subtotal</b>		360,117	18,096	57,896	0	0								75,992	284,125	79%
<b>Total Expenses</b>		864,863	54,596	94,731	0	0								149,328	715,535	83%
<b>NET REVENUE (EXPENSE)</b>		-12,920	306,623	-50,411	0	0								256,212	(269,132)	
Less Donation Revenues			0	0	0	0								-	-	
Add Donation Expenditures			0	0	0	0								-	-	
<b>OPERATING REV. (EXP)</b>		-12,920	306,623	-50,411	0	0								256,212	-269,132	

# Hudson Library Revenue and Expenditure Report

3/2/2016

## January - December 2016

Capital Expenditures		Budget	January	February	March	April									Actual to Date	Amount Remaining	Percent Remaining
<b>Donations Cash Accounts</b>	<b>11381</b>																
<b>Cash Balance - beginnning</b>															-		
Donation - Private Org/Ind	48500	13,566													13,566		
Interest earnings															-		
Less transfer to Library operating															-		
Less expenditures from donations															-		
<b>Cash Balance - end</b>		<b>13,566</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>									<b>13,566</b>		

<b>History Collection Account</b>	<b>11385</b>																
<b>Cash Balance - beginnning</b>															-		
Donations - History Collection	48562	164													164	164	
Interest Earned															-		
Less expenditures from donations															-		
<b>Cash Balance - end</b>		<b>164</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>									<b>164</b>		

<b>Literary Account</b>	<b>11386</b>																
<b>Cash Balance - beginnning</b>			0														
Donation -Bridge the Gap	48564	0	0	0	0	0									-		
Interest Earned																	
Less expenditures from donations																	
<b>Cash Balance - end</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>									<b>-</b>		

**HUDSON AREA LIBRARY  
REVENUE EXPENDITURE COMPARISON**

	Code	Budget	Year to Date		Variance from Prior		% of 2016 Budget
			FEB		Yr.		
			2016	2015	\$	%	
<b>Revenue</b>							
City of Hudson	49210	356,031	\$ 356,031	\$ 150,450	\$ 205,581	137%	100%
Village of N. Hudson	47310	84,475	\$ -	\$ -	\$ -		0%
Town of Hudson	47310	203,201	\$ -	\$ 98,642	\$ (98,642)	-100%	0%
Town of St. Joseph	47310	85,546	\$ 42,773	\$ -	\$ 42,773		50%
St. Croix County	47310	82,521	\$ -	\$ 81,690	\$ (81,690)	-100%	0%
Other Counties	47310	5,129	\$ 2,133	\$ 1,819	\$ 314	17%	42%
Copies, Fines, Misc.	46710	35,000	\$ 3,297	\$ 2,955	\$ 342	12%	9%
Donations - Other	48561	0	\$ -	\$ 685	\$ (685)	-100%	
Donation -Bridge the Gap	48562	0	\$ -	\$ 2,475	\$ (2,475)	-100%	
Gain/Loss on marketable investments	48101			\$ 644	\$ (644)	-100%	
<b>Total Revenue</b>		<b>\$ 851,943</b>	<b>\$ 405,539</b>	<b>\$ 339,360</b>	<b>\$ 64,873</b>	<b>19%</b>	<b>48%</b>
<b>Staff Compensation</b>							
Full Time Salaries	121	165,100	\$ 21,110	\$ 25,464	\$ (4,354)	-17%	13%
Overtime Salaries	122	200	\$ -	\$ 17	\$ (17)	-100%	0%
Part Time Salaries	125	212,765	\$ 28,036	\$ 23,942	\$ 4,094	17%	13%
FICA	151	28,978	\$ 3,959	\$ 4,862	\$ (903)	-19%	14%
Pension	152	20,853	\$ 2,856	\$ 3,701	\$ (845)	-23%	14%
Health Insurance	154	76,600	\$ 17,376	\$ 17,244	\$ 132	1%	23%
Life Insurance	155	250	\$ -	\$ -	\$ -		
<b>Staff Compensation Subtotal</b>		<b>504,746</b>	<b>\$ 73,336</b>	<b>\$ 75,230</b>	<b>\$ (1,894)</b>	<b>-3%</b>	<b>15%</b>
<b>General Operating Expenses</b>							
Legal Fees	212	0	\$ -	\$ -	\$ -		
Hudson Finance/Personnel Fee	213	14,027	\$ 2,292	\$ 2,292	\$ -	0%	16%
IPLS-operating/maintenance	216	33,764	\$ 32,825	\$ 34,159	\$ (1,334)	-4%	97%
IPLS-addl courier/self check	217	2,500	\$ 2,512	\$ 2,480	\$ 32	1%	100%
IPLS-catalogging	218	24,726	\$ -	\$ -	\$ -		0%
Telephone	225	3,600	\$ 83	\$ 100	\$ (17)	-17%	2%
Contracted Maint. & Repair	249	600	\$ -	\$ -	\$ -		0%
Programming - Adult	294	2,000	\$ 206	\$ 270	\$ (64)	-24%	10%
Programming - Children	295	2,500	\$ 405	\$ 250	\$ 155	62%	16%
Maintenance Agmt/Leases	298	5,500	\$ 615	\$ 482	\$ 133	28%	11%
Contract Services	299	5,000	\$ -	\$ 224	\$ (224)	-100%	0%
Postage	311	5,000	\$ 426	\$ 709	\$ (283)	-40%	9%
Office Supplies	312	13,000	\$ 623	\$ 98	\$ 525	536%	5%
Memberships	324	500	\$ -	\$ -	\$ -		0%
Advertising	326	1,000	\$ -	\$ -	\$ -		0%
Staff Development	338	1,600	\$ 580	\$ -	\$ 580		36%
Maint & Repair Supplies	357	1,000	\$ 17	\$ 39	\$ (22)	-57%	2%
Books	395	65,000	\$ 5,936	\$ 3,162	\$ 2,774	88%	9%
Technology	396	10,000	\$ 899	\$ -	\$ 899		9%
Periodicals	397	7,000	\$ -	\$ 105	\$ (105)	-100%	0%
Audio-Visual	398	16,000	\$ 863	\$ -	\$ 863		5%
Activity Fund	399	1,500	\$ 37	\$ -	\$ 37		2%
Ins. Workers Comp.	510	1,100	\$ 900	\$ 1,222	\$ (322)	-26%	82%
Ins. Public Liab.	511	1,700	\$ 250	\$ 1,491	\$ (1,241)	-83%	15%
Ins. Public Officials	513	2,100	\$ 2,052	\$ 2,253	\$ (201)	-9%	98%
Ins. Property Ins.	517	1,700	\$ 1,520	\$ 1,632	\$ (112)	-7%	89%
Bld. Occupancy Exp.	532	137,700	\$ 22,950	\$ 22,070	\$ 880	4%	17%
<b>General Operating Subtotal</b>		<b>360,117</b>	<b>\$ 75,992</b>	<b>\$ 73,038</b>	<b>\$ 2,954</b>	<b>4%</b>	<b>21%</b>
<b>Total Operating Expenses</b>		<b>864,863</b>	<b>\$ 149,328</b>	<b>\$ 148,268</b>	<b>\$ 1,060</b>	<b>1%</b>	<b>17%</b>
<b>NET OPERATING REVENUE (EXPENSE)</b>		<b>-12,920</b>	<b>\$ 256,212</b>	<b>\$ 191,092</b>	<b>\$ 63,814</b>	<b>33%</b>	
Insurance Reimbursement	46711	0	\$ -	\$ 2,357	\$ (2,357)	-100%	
Interest	48562	0	\$ -	\$ 549	\$ (549)	-100%	

**HUDSON AREA LIBRARY  
REVENUE EXPENDITURE COMPARISON**

	Code	Budget	Year to Date		Variance from Prior Yr.		% of 2016 Budget
			FEB		\$	%	
			2016	2015			
Gain/Loss on marketable investments	48564	0	\$ 1,306	\$ 7,582	\$ (6,276)	-83%	
<b>NET REVENUE (EXPENSE)</b>			\$ 257,518	\$ 201,580	\$ 54,632	27%	

**HUDSON AREA JOINT LIBRARY  
CLAIMS FOR PAYMENT**

**3/9/2016**

<b>Batch</b>	<b>Purpose</b>	<b>Amount</b>	<b>Subtotal</b>
3/1/2016 City of Hudson	Admin charge	\$ 1,146.00	
3/1/2016 City of Hudson	Occupancy costs	\$ 11,035.00	
3/2/2016 AT&T	see details	\$ 42.52	
2/22/2016 Linda Donaldson	annuitant health ins	\$ 253.93	
2/26/2016 Cardmember Services	see details	\$ 190.00	
2/25/2016 CenturyLink	see details	\$ 19.47	
<b>Claims paid since previous approval</b>			<b>\$ 12,686.92</b>
0216LI	see detail provided		
<b>Claims to be paid</b>			<b>\$ 4,215.18</b>
			<b>\$ 16,902.10</b>
<b>NON-PAYROLL TOTALS</b>			
	Biweekly payroll 01/15/2016	\$ 15,395.72	
	Biweekly payroll 01/29/2016	\$ 15,511.37	
<b>PAYROLL TOTALS</b>			<b>\$ 30,907.09</b>
<b>TOTAL FOR APPROVAL</b>			<b>\$ 47,809.19</b>

The preceding bills payable and recurring disbursements were reviewed and approved for payment by the Hudson Area Joint Library.

Date \_\_\_\_\_

Approved by \_\_\_\_\_



# DIRECTOR'S REPORT & MONTHLY STATISTICS

March 9, 2016

Respectfully Submitted by:  
Tina Norris, Director



## Circulation Activity by Terminal

FEBRUARY 2016 / Year-to-date

Activity by Terminal			
	Checkouts	Checkins	Renewals
710 - HU OPAC	0	0	125
711 - HU Circulation	1,763	13,924	754
714 - HU 3M Selfcheck	7,971	0	2,599
715 - HU Administration	13	1	6
717 - HU 3M Selfcheck	4,889	0	1,632
718 - HU Acq/Serials	3	5	4

FEBRUARY 2015

Activity by Terminal			
	Checkouts	Checkins	Renewals
710 - OPAC	0	0	92
711 - Circulation	1,770	14,741	725
712 - Cataloging	0	1	0
714 - 3M Selfcheck	7,970	0	2,171
717 - 3M Selfcheck	5,750	0	1,556
718 - Acq/Serials	3	9	1

## Circulation Statistics

### Circulation Summary for February

FEBRUARY	2016	2015	Year-to-date 2016
Checkouts	14,639	15,493	29,590
Check-ins	13,930	14,751	27,439
Renewals	5,120	4,545	9,583
<b>Total Circulation</b>	<b>19,759</b>	<b>20,038</b>	<b>39,173</b>
Items Borrowed	3,904	4,364	8,191
Items Loaned	2,555	4,867	5,294
New Patrons	80	64	143
Items Added	466	344	996

### Circulation Summary YTD 2016

#### *Yearly Circulation Activity*

2016	Check-outs	Check-outs, this month last year	Check-ins	Renewals	Items Circulated
January	14,951	16,551	13,502	4,402	21,075
February	14,639	15,493	13,930	5,120	19,759
March		16,408			
April		15,734			
May		15,198			
June		20,104			
July		21,163			
August		17,667			
September		14,982			
October		15,696			
November		12,491			
December		13,338			
<b>TOTALS</b>	<b>14,951</b>	<b>194,825</b>	<b>13,502</b>	<b>4,402</b>	<b>21,075</b>

## Visitor Counts

	Monthly Average	Daily Average
2011 (April-December)	13,374	533
2012	11,902	502
2013	10,369	493
2014	10,206	493
2015	9,483	452
2016	8,876	355

	MONTHLY VISITOR COUNT	AVERAGE PER DAY	NUMBER OF DAYS OPEN
January	8,627	345	25
February	9,125	365	25
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			

## Cardholders by Municipality

	City of Hudson		Village of North Hudson	Town of Hudson	Town of St. Joseph	Total
2011	7,750		1,998	4,091	1,545	15,384
2012	7,818		1,940	3,997	1,543	15,298
2013	8,228		1,940	4,239	1,633	16,165
2014	7,740		1,881	3,789	1,495	14,905
2015	8239		1,991	4,023	1,593	15,846
2016	January	8273	1995	4030	1597	15,912
	February	8306	1996	4046	1598	15,946
	March					0
	April					0
	May					0
	June					0
	July					0
	August					0
	September					0
	October					0
	November					0
	December					0

## Technology Usage

<i>Internet &amp; Wireless Usage</i>	<i>February 2016</i>	<i>February 2015</i>	<i>Year-to-Date</i>
<b>Pharos Sessions</b>	<b>905</b>	<b>908</b>	<b>939</b>
<b>Pharos Minutes</b>			
<b>Wireless Sessions</b>	<b>5,138</b>	<b>2,812</b>	<b>5,138</b>

### *Historical Internet Usage*

	<b>Sessions</b>	<b>Minutes Used</b>
2011	20,910	810,479
2012	17,645	728,337
2013	11,922	534,703
2014	10,722	495,410
2015	11,139	556,818
2016		

### *Website & Facebook Statistics*

<b>Website Statistics</b>	
Thru 2/29/2016	
<b>Visits</b>	<b>6,374</b>

	<b>Number of Posts</b>	<b>Total Page Likes</b>
January 16	31	877
February 15	16	716
<b>February 16</b>	<b>37</b>	<b>903</b>
March	16	719
April	14	722
May	21	733
June	44	751
July	17	759
August	14	783
September	22	794
October	20	812
November	20	828
December	28	848

**OverDrive Checkouts by Technology & Format**

<i>Technology Used</i>	<i>Feb-16</i>	<i>Feb-15</i>	<i>YTD</i>
Kindle Book	645	576	610
OverDrive MP3 Audiobook	587	474	609
Adobe EPUB eBook	574	498	606
OverDrive Read	359	265	378
Pending (eBook)	233	156	226
Pending (Audiobook)	106	96	119
Open EPUB eBook	26	8	34
OverDrive Listen	56	0	58
Adobe PDF eBook	5	15	4
Streaming Video	2	2	1
Pending (Video)	0	2	0
NOOK Periodicals	57	0	86
OverDrive Video	0	1	0
Open PDF eBook	0	0	4
<b>Total</b>	<b>2,650</b>	<b>2,093</b>	<b>2,735</b>

FORMAT	FEBRUARY 2016	FEBRUARY 2015	YTD
<b>EBOOK</b>	1,842	1518	3,700
<b>AUDIOBOOK</b>	749	578	1,535
<b>PERIODICALS</b>	57	0	143
<b>VIDEO</b>	2	5	3
<b>TOTAL</b>	<b>2,650</b>	<b>2,101</b>	<b>5,381</b>

## January Programming Statistics

Teen Statistics 2016	<i>Volunteers</i>	<i>Volunteer Hours</i>	<i>Teen Advisory Board (TAB) Attendance</i>	<i># Programs</i>	<i>Program Attendance</i>	<i>Programs</i>	<i>Book Club Attendance</i>
<b>January</b>	12	59 hours	7	6	33	Magic Makers (14); Mustache Instagram Program (9); Movie (Bowie) (3)	Harry Potter (11)
<b>February</b>	12		7	8	122	Magic Makers (9); HP World Book Night (5 teens; 29 Tweens; 11 adults); Hot Air Affair Smoosh Boarding (6 teens / 5 Adults); Blind Date w/ a book (37 ckos); SRP Video (3) Candy Heart Bingo (	Harry Potter (7)
<b>March</b>							
<b>April</b>							
<b>May</b>							
<b>June</b>							
<b>July</b>							
<b>August</b>							
<b>September</b>							
<b>October</b>							
<b>November</b>							
<b>December</b>							
<b>TOTALS</b>	<b>22</b>	<b>0</b>	<b>14</b>	<b>14</b>	<b>155</b>		<b>18</b>

<b>Children's Programs</b>	<b>2/29//2016</b>	<b>2/28/2015</b>
Story time: 3-5 year olds	95	110
Story time: adult	65	74
Walkie Talkie: talking to age 3	127	143
Walkie Talkie: adults	95	87
Rhyme Time: babies	52	51
Rhyme Time: adults	50	52
Class visits in library: children	42	26
Class visits in library: adults	4	1
Class visits out of library: children	126	89
Class visits out of library: adults	19	10
Special programs: children	89	135
Special programs: adults	45	88
<b>Total Children</b>	<b>532</b>	<b>554</b>
<b>Total adults</b>	<b>278</b>	<b>312</b>
<b>Grand total for the month</b>	<b>810</b>	<b>866</b>
<b>Programs for month</b>	<b>26</b>	<b>28</b>

<b>Attendance</b>	<b>Children: 2016</b>	<b>Children 2015</b>	<b>Adults: 2016</b>	<b>2015 Adults</b>	<b>2016 Totals</b>	<b>2015 Total</b>
<b>January</b>	0	0	0	0	0	0
<b>February</b>	532	554	278	312	810	866
<b>March</b>		665		319		984
<b>April</b>		391		217		608
<b>May</b>		121		40		161
<b>June</b>		610		261		871
<b>July</b>		645		300		945
<b>August</b>		291		150		441
<b>September</b>		0		0		0
<b>October</b>		730		313		1,043
<b>November</b>		517		245		762
<b>December</b>		485		289		774
<b>Totals:</b>	<b>532</b>	<b>5009</b>	<b>278</b>	<b>2446</b>		<b>7455</b>

<b>2016 Adult Programs</b>	<b># Attendees</b>	<b>Programs</b>
<i>January</i>	7	Adult Cardmaking Program
<i>February</i>	379	Chocolate Festival (16); Book Clubs (7) WI History Tour Programs (356)
<i>March</i>		
<i>April</i>		
<i>May</i>		
<i>June</i>		
<i>July</i>		
<i>August</i>		
<i>September</i>		
<i>October</i>		
<i>November</i>		
<i>December</i>		
<b>Year-to-date totals:</b>		

<b>2016 Meeting Room Use</b>	<b>Uses / day</b>	<b># of Users</b>
<i>January</i>		
<i>February</i>	53	556
<i>March</i>		
<i>April</i>		
<i>May</i>		
<i>June</i>		
<i>July</i>		
<i>August</i>		
<i>September</i>		
<i>October</i>		
<i>November</i>		
<i>December</i>		
<b>Year-to-date totals:</b>		



# **Director's Report**

## **March 9, 2016**

### **News, Updates, Meetings & Events**

- Wisconsin History Tour was a huge success. There were over 40 people who attended the meet and greet reception, which was one of the largest turnouts they have had for the exhibit. Tuesday night's program at the Phipps has 82 in attendance, and the programs throughout the rest of the week were well attended.
- Jenny Jochimsen has resigned her position as Library Assistant: Youth Services. Although we are sad to see her go, Jenny has accepted the position of Library Director in her hometown of Abbotsford, WI, and we wish her success in her future endeavor.
- Library Assistant: Youth Services position has been advertised for 23 hours per week and interviews are scheduled for March 6, 7, and 8<sup>th</sup>. Jenny's position was 30 hours / week; I have allocated 23 hours for filling her position, and increasing our current 16 hour / week library assistant to 23 hours / week. This gives more flexibility in scheduling options.
- Vine Street project set to begin. The vine street reconstruction project between 1<sup>st</sup> Street and 9<sup>th</sup> Street is set to begin March 7 and end in November 2016. The library will be impacted, but just how much is not known at this time. Xcel Energy is set to begin relocating power poles between 4<sup>th</sup> and 9<sup>th</sup> on 3/7/16. Detours will occur between 7:30 a.m. and 6:00 p.m. I would expect the same issues when they reach us. There is a public neighborhood meeting the first week of April 2016 to discuss communications during construction and the sequencing of construction and detours.
- Plans for the Summer Reading Program are in the works. The plans include a Children's Literature Festival on June 4 with local authors and illustrators offering book talks, demonstrations, and workshops.
- **Monday statistics:**
  - February 1<sup>st</sup>     **231 visitors; 384 checkouts**
  - February 8<sup>th</sup>    **215 visitors; 312 checkouts**
  - February 15<sup>th</sup>   **186 visitors; 304 checkouts**
  - February 22<sup>nd</sup>   **188 visitors; 289 checkouts**
  - February 29<sup>th</sup>   **310 visitors; 462 checkouts** (first full Monday open)
- **Checkouts by day of week for March:**
  - Monday:        1,751
  - Tuesday:       2,583
  - Wednesday:    2,492
  - Thursday:      3,035
  - Friday:         2,215
  - Saturday:      2,821

**Logo Update:** Karen has submitted the following logs for consideration. Please look them over.

