



**Meeting Agenda of the Hudson Area Joint Library Board of Trustees  
Wednesday, May 4, 2016, 6:30 PM  
Hudson Area Public Library  
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 April 4, 2016 Board meeting and of any intervening special meetings*
  - c. *Next regular meeting will be held on Tuesday, June 21, 2016 at 6:30 p.m.*
  - 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*
4. Citizen comments
5. Presentations by supporting organizations
  - i. Friends of the Library
  - ii. Library Foundation
6. President's comments, reports, and requests for action
  - i. Municipalities presentations update, discussion, and possible action.
  - ii. County Board update, discussion and possible action.
7. Director's Report
  - i. Discussion and possible action, if needed, on Library Director's monthly report
8. Other business
  - i. Board Orientation and Training
9. Board comments and items for future agendas
10. Adjourn

*Board of Trustees Members: Rich O'Connor (Pres.), Curt Weese, Katie Coppenbarger, Dave Ostby (V. Pres.), Marion Shaw, Jill Burchill, Jim Schrock, and Barbara Peterson.*

*Emailed to Joint Municipalities and Board Members: May 2, 2016 Emailed to Media: May 2, 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

***The Hudson Area Public Library is a center for lifelong learning,  
where the community gathers and knowledge flows freely.***



**Hudson Area Joint Library Board of Trustees UNAPPROVED Meeting Minutes**  
**Wednesday, April 4, 2016, 6:30 PM**  
**Hudson Area Public Library**  
**700 First Street, Hudson WI**

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1. **MEETING CALL TO ORDER BY O'CONNOR AT 6:35 PM**
2. **ROLL CALL**

**Library Board Present:**

Rich O'Connor, Kathleen Coppenbarger, Joyce Hall, Karen Homeier, Barbara Peterson, Marion Shaw, Dave Ostby, Curt Weese

**Library Board Absent:**

**Staff Present:**

Tina Norris, Library Director

**Others Present: None**

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3. **APPROVAL OF CONSENT AGENDA ITEMS**

Ostby motion to approve the consent agenda. Second by Hall. Vote taken: **UNANIMOUSLY APPROVED.**

- a. *Approve meeting agenda.*
- b. *Disposition of Minutes from March 9, 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. **Date for next regular meeting:** Discussion and action taken on date for next regular meeting. Motion by Ostby to move meeting from change May meeting date to May 4, 2016 at 6:30 p.m. Second by Weese. Vote taken: **UNANIMOUSLY APPROVED.**

5. **CITIZEN COMMENTS: No comments.**

6. **PRESENTATIONS BY SUPPORTING ORGANIZATIONS**

- a. **Friends of the Library—No report.**
- b. **Foundation: No report.**

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

**a. Municipalities presentations, updates, discussion, and possible action:**

*PETERSON informed the board that she continues to present. Attended the 4-H forum and had a comment about her attendance.*

*O'Connor noted that he, Mayor Alan Burchill, Jeff Johnson, and Stan Wekkin attended County meeting to get full funding for the Library.*

**b. Appointment of Personnel and Policy Committee**

Committee appointed to meet: Peterson, Shaw, Coppenbarger, and Weese

**8. DIRECTOR'S REPORT**

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

**9. OTHER BUSINESS**

- a. Discussion and possible action on Bulletin Board Display and Public Dissemination of Information. After a brief discussion the item was tabled until next meeting.
- b. Discussion and possible action, if needed, on 2016 operational budget. **NO ACTION REQUIRED**
- c. Discussion and possible action on amending the agreement to reflect actual cost of occupancy of the library building. **NO ACTION REQUIRED.**

**10. BOARD COMMENTS AND FUTURE AGENDA ITEMS**

- 11. ADJOURN**—Motion by Ostby to adjourn. Second by Weese. Vote taken. **UNANIMOUSLY APPROVED. Meeting adjourned 7:40 p.m.**

Respectfully Submitted,

*Tina L. Norris*

Tina L. Norris  
Director  
Hudson Area Public Library

*The Hudson Area Public Library is a center for lifelong learning,  
where the community gathers and knowledge flows freely.*

GFS  
05/02/2016 09:48:41

Balance Sheet

CITY OF HUDSON  
GL050S-V08.00 COVERPAGE  
GL570R

Report Selection:

Calendar Start Date..... 01 01 2016  
Calendar End (As Of) Date..... 04 30 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	
<b>ASSETS</b>					
<b>CURRENT ASSETS:</b>					
240.11100	TREASURER'S CASH	331,123.46	52,058.46CR	349,940.20	681,063.66
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
	<b>TOTAL CURRENT ASSETS:</b>	<b>345,129.20</b>	<b>52,058.46CR</b>	<b>349,940.20</b>	<b>695,069.40</b>
<b>FIXED ASSETS:</b>					
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
	<b>TOTAL FIXED ASSETS:</b>	<b>1,003,867.14</b>	<b>0.00</b>	<b>0.00</b>	<b>1,003,867.14</b>
	<b>TOTAL ASSETS:</b>	<b>1,348,996.34</b>	<b>52,058.46CR</b>	<b>349,940.20</b>	<b>1,698,936.54</b>
<b>LIABILITIES AND FUND BALANCE</b>					
<b>CURRENT LIABILITIES:</b>					
240.21200	VOUCHERS PAYABLE	26,523.27CR	3,615.89CR	19,722.68	6,800.59CR
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

ACCOUNT		BEGINNING BALANCE	ACTUAL-THIS MONTH	ACTUAL-THIS YEAR	ENDING BALANCE
-----FUND----- 240 HUDSON AREA JOINT LIBRARY					
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	10.14	21.05CR	21.05CR
240.24420	DUE CITY OF HUDSON	0.00	0.00	0.00	0.00
	TOTAL CURRENT LIABILITIES:	87,398.28CR	3,605.75CR	24,871.56	62,526.72CR
	LONG TERM LIABILITIES:				
240.28999	CLEARING - LIBRARY RECPT	0.00	0.00	0.00	0.00
	TOTAL LONG TERM LIABILITIES:	0.00	0.00	0.00	0.00
	TOTAL LIABILITIES:	87,398.28CR	3,605.75CR	24,871.56	62,526.72CR
	FUND BALANCE:				
240.34110	ENCUMBRANCES RESERVE	462.59CR	0.00	350.96	111.63CR
240.34115	ENCUMBRANCES DEBIT	462.59	0.00	350.96CR	111.63
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	801,406.27CR	2,402.23CR	634,926.84CR	1,436,333.11CR
240.34450	APPROPRIATIONS	0.00	0.00	0.00	0.00
240.34500	EXPENDITURE CONTROL	764,954.57	58,066.44	260,115.08	1,025,069.65
	TOTAL FUND BALANCE:	1,261,598.06CR	55,664.21	374,811.76CR	1,636,409.82CR
	TOTAL LIABILITIES AND FUND BALANCE:	1,348,996.34CR	52,058.46	349,940.20CR	1,698,936.54CR
	TOTAL FUND:	0.00	0.00	0.00	0.00

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Balance Sheet  
APR 30, 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\_\_\_\_\_

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

Calendar Start Date..... 01 01 2016  
Calendar End (As Of) Date..... 04 30 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
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Revenue Guideline  
 FOR THE PERIOD(S) JAN 01, 2016 THROUGH APR 30, 2016

		Adopted Budget	ANNUAL Revised Bdgt	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	35,000.00	382.75	1,332.57	33,667.43	3		
TOTAL:	COPIES - TAXABLE	0.00	35,000.00	382.75	1,332.57	33,667.43	3		
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	1,154.72	6,061.16	6,061.16-	9999	-----!!!!	
TOTAL:	LIBRARY FINES	0.00	0.00	1,154.72	6,061.16	6,061.16-	9999	-----!!!!	
46713	LIBRARY RENTALS								
000	LIBRARY RENTALS	0.00	0.00	92.00	646.00	646.00-	9999	-----!!!!	
TOTAL:	LIBRARY RENTALS	0.00	0.00	92.00	646.00	646.00-	9999	-----!!!!	
TOTAL:	PUBLIC CHARGES FOR SERVICES	0.00	35,000.00	1,629.47	8,039.73	26,960.27	22	--	
	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	42,237.50	42,237.50	50	-----	
TOTAL:	VILLAGE OF NORTH HUDSON	84,962.00	84,475.00	0.00	42,237.50	42,237.50	50	-----	
47303	TOWN OF HUDSON								
000	TOWN OF HUDSON	191,538.00	203,201.00	0.00	101,650.00	101,551.00	50	-----	
TOTAL:	TOWN OF HUDSON	191,538.00	203,201.00	0.00	101,650.00	101,551.00	50	-----	
47304	TOWN OF ST JOSEPH								
000	TOWN OF ST. JOSEPH	86,788.00	85,546.00	0.00	42,773.00	42,773.00	50	-----	
TOTAL:	TOWN OF ST JOSEPH	86,788.00	85,546.00	0.00	42,773.00	42,773.00	50	-----	
47310	GENERAL GOVERNMENT REVENUE								
000	LOCAL GOVERNMENT-GENERAL	35,000.00	0.00	0.00	0.00	0.00	0		
TOTAL:	GENERAL GOVERNMENT REVENUE	35,000.00	0.00	0.00	0.00	0.00	0		
47311	COUNTY LIBRARY LEVY								

Revenue Guideline  
 FOR THE PERIOD(S) JAN 01, 2016 THROUGH APR 30, 2016

		Adopted Budget	ANNUAL Revised Bdgt	ACT MTD POSTED AND IN PROCESS	ACT YTD 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	81,769.60	751.40	99	-----
TOTAL:	COUNTY LIBRARY LEVY	86,859.00	82,521.00	0.00	81,769.60	751.40	99	-----
TOTAL:	INTERGOVERNMENTAL CHARGES	485,147.00	455,743.00	0.00	268,430.10	187,312.90	58	-----
	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	347.00	347.00-	9999	-----!!!!
TOTAL:	MISCELLANEOUS REVENUES	0.00	0.00	0.00	347.00	347.00-	9999	-----!!!!
TOTAL:	MISCELLANEOUS REVENUES	0.00	0.00	0.00	1,653.25	1,653.25-	9999	-----!!!!

Revenue Guideline  
 FOR THE PERIOD(S) JAN 01, 2016 THROUGH APR 30, 2016

	Adopted Budget	Revisd 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	1,629.47	634,154.08	212,619.92	74
TOTAL: LIBRARY	780,147.00	846,774.00	1,629.47	634,154.08	212,619.92	74

Revenue Guideline  
 FOR THE PERIOD(S) JAN 01, 2016 THROUGH APR 30, 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		1,629.47	634,154.08	212,619.92	74 -----
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..... 04 30 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 APR 30, 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	REMAINING BALANCE	PCT	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	35,000.00	382.75	1,332.57	33,667.43	3		
R-041516-611	LIBRARY COPIER COIN	054722			382.75	LIBRARY COPIER COIN				A
TOTAL:	COPIES - TAXABLE		0.00	35,000.00	382.75	1,332.57	33,667.43	3		
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	1,154.72	6,061.16	6,061.16-9999			!!!!
J-043016-553	APRIL ENTRIES	3			1,154.72	3-7/4-6 FINES				A
TOTAL:	LIBRARY FINES		0.00	0.00	1,154.72	6,061.16	6,061.16-9999			!!!!
46713	LIBRARY RENTALS									
000	LIBRARY RENTALS		0.00	0.00	92.00	646.00	646.00-9999			!!!!
J-043016-553	APRIL ENTRIES	3			72.00	DVD RENTAL				A
J-043016-553	APRIL ENTRIES	3			20.00	BOOK RENTAL				A
TOTAL:	LIBRARY RENTALS		0.00	0.00	92.00	646.00	646.00-9999			!!!!
TOTAL:	PUBLIC CHARGES FOR SERVICES		0.00	35,000.00	1,629.47	8,039.73	26,960.27	22	--	
	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	42,237.50	42,237.50	50	-----	
TOTAL:	VILLAGE OF NORTH HUDSON		84,962.00	84,475.00	0.00	42,237.50	42,237.50	50	-----	
47303	TOWN OF HUDSON									

Revenue Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH APR 30, 2016

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	Adopted Budget	Revisd Bdgt	ANNUAL ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	Project	FIL			
240	HUDSON AREA JOINT LIBRARY							
70	LIBRARY							
47303	INTERGOVERNMENTAL CHARGES TOWN OF HUDSON							
000	TOWN OF HUDSON	191,538.00	203,201.00	0.00	101,650.00	101,551.00	50	-----
TOTAL:	TOWN OF HUDSON	191,538.00	203,201.00	0.00	101,650.00	101,551.00	50	-----
47304	TOWN OF ST JOSEPH							
000	TOWN OF ST. JOSEPH	86,788.00	85,546.00	0.00	42,773.00	42,773.00	50	-----
TOTAL:	TOWN OF ST JOSEPH	86,788.00	85,546.00	0.00	42,773.00	42,773.00	50	-----
47310	GENERAL GOVERNMENT REVENUE							
000	LOCAL GOVERNMENT-GENERAL	35,000.00	0.00	0.00	0.00	0.00	0	
TOTAL:	GENERAL GOVERNMENT REVENUE	35,000.00	0.00	0.00	0.00	0.00	0	
47311	COUNTY LIBRARY LEVY							
000	COUNTY LIBRARY LEVY	86,859.00	82,521.00	0.00	81,769.60	751.40	99	-----
TOTAL:	COUNTY LIBRARY LEVY	86,859.00	82,521.00	0.00	81,769.60	751.40	99	-----
TOTAL:	INTERGOVERNMENTAL CHARGES	485,147.00	455,743.00	0.00	268,430.10	187,312.90	58	-----
	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							

Revenue Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH APR 30, 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										
48562	MISCELLANEOUS REVENUES 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	347.00	347.00-9999		-----!!!!	
TOTAL:	MISCELLANEOUS REVENUES		0.00	0.00	0.00	0.00	347.00	347.00-9999		-----!!!!	
TOTAL:	MISCELLANEOUS REVENUES		0.00	0.00	0.00	0.00	1,653.25	1,653.25-9999		-----!!!!	
	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	1,629.47	634,154.08	212,619.92	74		-----	
TOTAL:	HUDSON AREA JOINT LIBRARY		780,147.00	846,774.00	1,629.47	634,154.08	212,619.92	74		-----	



Revenue Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH APR 30, 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	1,629.47	634,154.08	212,619.92	74	-----	
	TOTAL NUMBER OF RECORDS PRINTED	28							

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..... 04 30 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  
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Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2016 THROUGH APR 30, 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	13,654.55	46,612.87	118,487.13	28 --
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	14,887.79	58,703.30	154,061.70	27 --
133 LONGEVITY	0.00	0.00	0.00	0.00	0.00	0
151 FICA	28,978.00	0.00	2,077.18	8,043.51	20,934.49	27 --
152 RETIREMENT	20,853.00	0.00	1,563.84	5,859.73	14,993.27	28 --
154 HEALTH INSURANCE	76,600.00	0.00	5,976.47	29,130.43	47,469.57	38 ---
155 LIFE INSURANCE	250.00	0.00	0.00	0.00	250.00	0
TOTAL: PERSONAL SERVICES	504,746.00	0.00	38,159.83	148,349.84	356,396.16	29 --
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	4,584.00	9,443.00	32 ---
216 IFLS - OPERATING/MAINT	33,764.00	0.00	0.00	32,825.00	939.00	97 -----
217 IFLS - COURIER/SELF CHECK	2,500.00	0.00	0.00	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	47.78	237.04	3,362.96	6
249 CONTRACTED MAINT & REPAIR	600.00	0.00	0.00	0.00	600.00	0
294 PROGRAMMING - ADULT	2,000.00	0.00	25.00	300.37	1,699.63	15 -
295 PROGRAMMING - CHILDREN	2,500.00	0.00	10.00	415.00	2,085.00	16 -
298 MAINTENANCE AGMT & LEASES	5,500.00	0.00	124.00	945.86	4,554.14	17 -
299 OTHER CONTRACTUAL SERVICES	5,000.00	0.00	0.00	0.00	5,000.00	0
TOTAL: CONTRACTUAL SERVICES	94,217.00	0.00	1,352.78	41,819.27	52,397.73	44 ----
SUPPLIES & EXPENSES						
311 POSTAGE	5,000.00	0.00	0.00	439.69	4,560.31	8
312 OFFICE SUPPLIES	13,000.00	0.00	386.63	1,008.86	11,991.14	7
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	0.00	0.00	390.00	1,210.00	24 --
357 MAINT & REPAIR SUPPLIES	1,000.00	0.00	0.00	53.82	946.18	5
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	4,024.96	12,200.67	52,799.33	18 -
396 TECHNOLOGY	10,000.00	0.00	1,388.17	2,290.85	7,709.15	22 --
397 PERIODICALS	7,000.00	0.00	300.00	300.00	6,700.00	4
398 AUDIO-VISUALS	16,000.00	0.00	942.76	2,566.35	13,433.65	16 -
399 ACTIVITY SUPPLIES	1,500.00	0.00	86.63	124.05	1,375.95	8
TOTAL: SUPPLIES & EXPENSES	121,600.00	0.00	7,129.15	19,374.29	102,225.71	15 -
FIXED CHARGES						
510 WORKERS COMPENSATION INS.	1,100.00	0.00	50.32-	849.68	250.32	77 -----
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 APR 30, 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	45,900.00	91,800.00	33 ---
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	11,424.68	50,571.68	93,728.32	35 ---
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	0.00	58,066.44	260,115.08	604,747.92	30 ---
TOTAL: LIBRARY	864,863.00	0.00	58,066.44	260,115.08	604,747.92	30 ---
TOTAL: LIBRARY	864,863.00	0.00	58,066.44	260,115.08	604,747.92	30 ---

Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2016 THROUGH APR 30, 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	0.00	58,066.44	260,115.08	604,747.92	30 ---
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..... 04 30 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 APR 30, 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	13,654.55	46,612.87	118,487.13	28 --		
P-040816-536	PAYROLL BIWEEKLY	040816			7,666.11	CODE-B,PER#-1,FUND-	240			A
P-042216-616	PAYROLL BIWEEKLY	042216			5,988.44	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	14,887.79	58,703.30	154,061.70	27 --		
P-040816-536	PAYROLL BIWEEKLY	040816			7,387.00	CODE-B,PER#-1,FUND-	240			A
P-042216-616	PAYROLL BIWEEKLY	042216			7,500.79	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	2,077.18	8,043.51	20,934.49	27 --		
P-040816-536	PAYROLL BIWEEKLY	040816			1,090.30	CODE-B,PER#-1,FUND-	240			A
P-042216-616	PAYROLL BIWEEKLY	042216			986.88	CODE-B,PER#-2,FUND-	240			A
152	RETIREMENT		20,853.00	0.00	1,563.84	5,859.73	14,993.27	28 --		
P-040816-536	PAYROLL BIWEEKLY	040816			832.51	CODE-B,PER#-1,FUND-	240			A
P-042216-616	PAYROLL BIWEEKLY	042216			731.33	CODE-B,PER#-2,FUND-	240			A
154	HEALTH INSURANCE		76,600.00	0.00	5,976.47	29,130.43	47,469.57	38 ---		
V-040416-519	04113 DONALDSON/LINDA	083926 5/2016			116.87	ANNUITANT HLT-MAY		P N		A
V-040416-519	04113 DONALDSON/LINDA	083926 5/2016			137.06	ANNUITANT HLT-MAY		P N		A
P-040816-536	PAYROLL BIWEEKLY	040816			3,079.39	CODE-B,PER#-1,FUND-	240			A
V-041416-554	01216 AUL	000000 41316			200.00	4.13 HRA CONTRIBUTION		N		A
P-042216-616	PAYROLL BIWEEKLY	042216			2,443.15	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	38,159.83	148,349.84	356,396.16	29 --		
	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	4,584.00	9,443.00	32 ---		
J-040116-484	ADM CHARGE				1,146.00	MONTHLY ADM CHG				A
216	IFLS - OPERATING/MAINT		33,764.00	0.00	0.00	32,825.00	939.00	97 -----		
217	IFLS - COURIER/SELF CHECK		2,500.00	0.00	0.00	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	47.78	237.04	3,362.96	6		
V-042816-657	03028 CENTURYLINK	000000 1371223714			5.28	1371223714	034329	F N		A
V-042816-647	18005 AT&T	000000 715Z0800430416			21.25	SVC 4-16/5-15		P N		A
V-042816-647	18005 AT&T	000000 715Z0800430416			21.25	SVC 4-16/5-15		P N		A

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
			AMOUNT	DESCRIPTION	P.O.					
240	HUDSON AREA JOINT LIBRARY									
70	LIBRARY									
55111	LIBRARY									
	CONTRACTUAL SERVICES									
249	CONTRACTED MAINT & REPAIR		600.00	0.00	0.00	0.00	600.00	0		
294	PROGRAMMING - ADULT		2,000.00	0.00	25.00	300.37	1,699.63	15 -		
V-042516-630	01197 CARDMEMBER SERVICES	000000 01210595416			25.00	AMAZON GIFT CARD	034130	F N		A
295	PROGRAMMING - CHILDREN		2,500.00	0.00	10.00	415.00	2,085.00	16 -		
V-042816-657	.05650 IREAD	000000 4142016			10.00	2016 SUMMER READ PROG		N		A
298	MAINTENANCE AGMT & LEASES		5,500.00	0.00	124.00	945.86	4,554.14	17 -		
V-040616-500	10026 EO JOHNSON OFFICE TECHNO	083800 I00289237			124.00	I00289237	034254	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	0.00	1,352.78	41,819.27	52,397.73	44 ----		
	SUPPLIES & EXPENSES									
311	POSTAGE		5,000.00	0.00	0.00	439.69	4,560.31	8		
312	OFFICE SUPPLIES		13,000.00	0.00	386.63	1,008.86	11,991.14	7		
V-040616-500	03024 CDW GOVERNMENT INC	083798 CKN4178			226.65	CKN4178	034253	F N		A
V-040616-500	.05621 VENMILL	083801 60458			159.98	2 DISC CLNING MACH SPLY		N		A
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	0.00	0.00	390.00	1,210.00	24 --		
357	MAINT & REPAIR SUPPLIES		1,000.00	0.00	0.00	53.82	946.18	5		
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	4,024.96	12,200.67	52,799.33	18 -		
V-040616-500	02020 BAKER & TAYLOR	083797 2031812351			125.27	2031812351	034252	F N		A
V-040616-500	02020 BAKER & TAYLOR	083797 2031834392			105.68	2031834392	034252	F N		A
V-040616-500	.05622 CHAPTER2BOOKS	083799 2262016			24.95	OUT OF THE NORTHWOODS		N		A
V-042816-657	02020 BAKER & TAYLOR	000000 2031858988			411.54	2031858988	034330	F N		A
V-042816-657	02020 BAKER & TAYLOR	000000 2031834595			26.28	2031834595	034330	F N		A
V-042816-657	07005 GALE	000000 57788396			53.98	57788396	034326	F N		A
V-042816-657	07005 GALE	000000 57817008			84.72	57817008	034326	F N		A
V-042816-657	07005 GALE	000000 57818154			25.49	57818154	034326	F N		A
V-042816-657	02020 BAKER & TAYLOR	000000 2031857249			48.69	2031857249	034327	F N		A
V-042816-657	02020 BAKER & TAYLOR	000000 2031857346			10.60	2031857346	034330	F N		A
V-042816-657	02020 BAKER & TAYLOR	000000 2031858817			813.16	2031858817	034330	F N		A
V-042816-657	02020 BAKER & TAYLOR	000000 2031867383			207.25	2031867383	034330	F N		A
V-042816-657	02020 BAKER & TAYLOR	000000 2031868931			215.96	2031868931	034330	F N		A
V-042816-657	.05651 OSEOLA PUBLIC LIBRARY	000000 719264			14.99	TOTAL FORGIVENESS		N		A



Exp. Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH APR 30, 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-042816-657	02020 BAKER & TAYLOR		000000	2031867547	413.76	2031867547	034327	F N		A
V-042816-657	02020 BAKER & TAYLOR		000000	2031875544	11.18	2031875544	034327	F N		A
V-042816-657	02020 BAKER & TAYLOR		000000	2031875267	893.81	2031875267	034405	F N		A
V-042816-657	07005 GALE		000000	57861294	162.69	57861294	034404	F N		A
V-042816-657	02020 BAKER & TAYLOR		000000	2031893217	10.06	2031893217	034327	F N		A
V-042816-657	02020 BAKER & TAYLOR		000000	2031893218	28.28	2031893218	034327	F N		A
V-042816-657	02020 BAKER & TAYLOR		000000	2031897848	328.44	2031897848	034405	F N		A
V-042816-657	02020 BAKER & TAYLOR		000000	2031897877	8.18	2031897877	034327	F N		A
396	TECHNOLOGY		10,000.00	0.00	1,388.17	2,290.85	7,709.15	22 --		
V-042816-657	.05649 DEPARTMENT OF PUBLIC INS		000000	2550000004370	200.00	2016 WISCAT LICENSE FEE				A
V-042816-657	09015 INDIANHEAD FEDERATED		000000	216148	8.17	216148	034403	F N		A
V-042816-657	09015 INDIANHEAD FEDERATED		000000	216175	1,180.00	216175	034403	F N		A
397	PERIODICALS		7,000.00	0.00	300.00	300.00	6,700.00	4		
V-042816-657	02108 BOOKPAGE		000000	S24414	300.00	YEARLY SUBSCRIPTION		N		A
398	AUDIO-VISUALS		16,000.00	0.00	942.76	2,566.35	13,433.65	16 -		
V-042816-657	12065 MIDWEST TAPE		000000	93820026	165.92	93820026	034325	F N		A
V-042816-657	12065 MIDWEST TAPE		000000	93838992	210.92	93838992	034325	F N		A
V-042816-657	12065 MIDWEST TAPE		000000	93844438	45.14	93844438	034325	F N		A
V-042816-657	12065 MIDWEST TAPE		000000	93844600	79.98	93844600	034325	F N		A
V-042816-657	12065 MIDWEST TAPE		000000	93854581	440.80	93854581	034325	F N		A
399	ACTIVITY SUPPLIES		1,500.00	0.00	86.63	124.05	1,375.95	8		
V-042516-630	01197 CARDMEMBER SERVICES		000000	01210595416	20.14	COUNTY MARKET SUPPLIES	034130	F N		A
V-042516-630	01197 CARDMEMBER SERVICES		000000	01210595416	66.49	ACTIVITY SUPPLIES AMAZON	034164	F N		A
TOTAL:	SUPPLIES & EXPENSES		121,600.00	0.00	7,129.15	19,374.29	102,225.71	15 -		
	FIXED CHARGES									
510	WORKERS COMPENSATION INS.		1,100.00	0.00	50.32-	849.68	250.32	77 -----		
R-040816-606	EMC INSURANCE		054535		50.32-	WORKMANS COMP				A
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	45,900.00	91,800.00	33 ---		
J-040116-487	APRIL RENT LIB		1		11,475.00	LIBRARY RENT				A

Exp. Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH APR 30, 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	11,424.68	50,571.68	93,728.32	35	---	
	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	0.00	58,066.44	260,115.08	604,747.92	30	---	
TOTAL:	LIBRARY	864,863.00	0.00	58,066.44	260,115.08	604,747.92	30	---	
TOTAL:	HUDSON AREA JOINT LIBRARY	864,863.00	0.00	58,066.44	260,115.08	604,747.92	30	---	

Exp. Guideline with Detail  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH APR 30, 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		
GRAND TOTAL		864,863.00	0.00	58,066.44	260,115.08	604,747.92	30	---	
TOTAL NUMBER OF RECORDS PRINTED		104							

# Hudson Library Revenue and Expenditure Report

5/2/2016

## January - December 2016

Actual vs. Budget	Code	Budget	January	February	March	April	May	June	July	August	September	October	November	December	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			42,238										42,238	-42,238	-50%
Town of Hudson	47303	203,201			101,650										101,650	-101,551	-50%
Town of St. Joseph	47304	85,546		42,773											42,773	-42,773	-50%
St. Croix County	47311	77,352			77,352										77,352	0	0%
Other Counties	47311	5,169	2,133		2,285										4,418	-751	-15%
Copies, Fines, Misc.	46111	35,000	1,749	1,548	2,325	1,629									7,251	-27,749	-79%
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>		846,774	361,219	44,321	225,850	1,629									633,018	-213,756	-25%
<b>Staff Compensation</b>																	
Full Time Salaries	121	165,100	9,426	11,684	11,849	13,655									\$ 46,613	118,487	72%
Overtime Salaries	122	200	0	0	0	0									\$ -	200	100%
Part Time Salaries	125	212,765	12,248	15,787	15,780	14,888									\$ 58,703	154,062	72%
FICA	151	28,978	1,964	1,995	2,007	2,077									\$ 8,044	20,934	72%
Pension	152	20,853	1,415	1,440	1,440	1,564									\$ 5,860	14,993	72%
Health Insurance	154	76,600	11,447	5,929	5,778	5,976									\$ 29,130	47,470	62%
Life Insurance	155	250	0	0	0										\$ -	250	100%
															0		
<b>Staff Compensation Subtotal</b>		504,746	36,500	36,836	36,854	38,160									\$ 148,350	356,396	71%

# Hudson Library Revenue and Expenditure Report

5/2/2016

## 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	1,146	1,146									4,584	9,443	67%
IFLS-operating/maintenance	216	33,764		32,825	0	0									32,825	939	3%
IFLS-addl courier/self check	217	2,500		2,512		0									2,512	-12	0%
IFLS-catalogging	218	24,726													-	24,726	100%
Telephone	225	3,600		83	63	48									195	3,405	95%
Contracted Maint. & Repair	249	600		0											-	600	100%
Programming - Adult	294	2,000		155	120	25									300	1,700	85%
Programming - Children	295	2,500		405	0	10									415	2,085	83%
Maintenance Agmt/Leases	298	5,500	124	491	207	333									1,155	4,345	79%
Contract Services	299	5,000		0	0	0									-	5,000	100%
Postage	311	5,000	237	189	7	0									433	4,567	91%
Office Supplies	312	13,000	10	533	80	722									1,345	11,655	90%
Memberships	324	500	0		0	0									-	500	100%
Advertising	326	1,000	0	0	0	0									-	1,000	100%
Staff Development	338	1,600		190	200	0									390	1,210	76%
Maint & Repair Supplies	357	1,000	0	0	54	0									54	946	95%
Books	395	65,000	314	5,622	2,240	5,689									13,865	51,135	79%
Technology	396	10,000		899	4	1,388									2,291	7,709	77%
Periodicals	397	7,000	0	0	0	300									300	6,700	96%
Audio-Visual	398	16,000	68	795	760	1,548									3,171	12,829	80%
Activity Supplies	399	1,500	0	37		86									123	1,377	92%
Ins. Workers Comp	510	1,100	900	0		-50									850	250	
Ins. Public Liab.	511	1,700	250	0		0									250	1,450	85%
Ins. Public Officials	513	2,100	2,052	0		0									2,052	48	2%
Ins. Property Ins.	517	1,700	1,520			0									1,520	180	11%
Bld. Occupancy Exp.	532	137,700	11,475	11,475	11,475	11,475									45,900	91,800	67%
<b>General Operating Subtotal</b>		<b>360,117</b>	<b>18,096</b>	<b>57,358</b>	<b>16,356</b>	<b>22,720</b>									<b>114,529</b>	<b>245,588</b>	<b>68%</b>
<b>Total Expenses</b>		<b>864,863</b>	<b>54,596</b>	<b>94,194</b>	<b>53,210</b>	<b>60,880</b>									<b>262,879</b>	<b>601,984</b>	<b>70%</b>
<b>NET REVENUE (EXPENSE)</b>		<b>-18,089</b>	<b>306,623</b>	<b>-49,873</b>	<b>172,640</b>	<b>-59,250</b>									<b>370,139</b>	<b>(388,228)</b>	
Less Donation Revenues			0	0	0	0									-	-	
Add Donation Expenditures			0	0	0	0									-	-	
<b>OPERATING REV. (EXP)</b>		<b>-18,089</b>	<b>306,623</b>	<b>-49,873</b>	<b>172,640</b>	<b>-59,250</b>									<b>370,139</b>	<b>-388,228</b>	

# Hudson Library Revenue and Expenditure Report

5/2/2016

## 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>		

History Collection Account	Budget	January	February	March	April									Actual to Date	Amount Remaining	Percent Remaining
<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>		

**HUDSON AREA LIBRARY  
REVENUE EXPENDITURE COMPARISON**

	Code	Budget	Year to Date		Variance from Prior		% of 2016 Budget
			APR		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	\$ 42,238	\$ 41,408	\$ 830		50%
Town of Hudson	47310	203,201	\$ 101,650	\$ 98,642	\$ 3,008	3%	50%
Town of St. Joseph	47310	85,546	\$ 42,773	\$ -	\$ 42,773		50%
St. Croix County	47310	77,352	\$ 77,352	\$ 81,690	\$ (4,338)	-5%	100%
Other Counties	47310	5,129	\$ 4,418	\$ 5,169	\$ (751)	-15%	86%
Copies, Fines, Misc.	46710	35,000	\$ 7,251	\$ 9,773	\$ (2,522)	-26%	21%
Donations - Other	48561	0	\$ -	\$ 1,525	\$ (1,525)	-100%	
Donation - Literacy Program	48562			\$ 25			
Donation - Bridge the Gap	48101	0	\$ -	\$ 3,615	\$ (3,615)	-100%	
Gain/Loss on marketable investments	48564		\$ 1,306	\$ 644	\$ 662	103%	
<b>Total Revenue</b>		<b>\$ 846,774</b>	<b>\$ 633,018</b>	<b>\$ 392,941</b>	<b>\$ 240,102</b>	<b>61%</b>	<b>75%</b>
<b>Staff Compensation</b>							
Full Time Salaries	121	165,100	\$ 46,613	\$ 50,675	\$ (4,062)	-8%	28%
Overtime Salaries	122	200	\$ -	\$ 69	\$ (69)	-100%	0%
Part Time Salaries	125	212,765	\$ 58,703	\$ 51,273	\$ 7,430	14%	28%
FICA	151	28,978	\$ 8,044	\$ 8,765	\$ (721)	-8%	28%
Pension	152	20,853	\$ 5,860	\$ 6,634	\$ (774)	-12%	28%
Health Insurance	154	76,600	\$ 29,130	\$ 26,785	\$ 2,345	9%	38%
Life Insurance	155	250	\$ -	\$ -	\$ -		
<b>Staff Compensation Subtotal</b>		<b>504,746</b>	<b>\$ 148,350</b>	<b>\$ 144,201</b>	<b>\$ 4,149</b>	<b>3%</b>	<b>29%</b>
<b>General Operating Expenses</b>							
Legal Fees	212	0	\$ -	\$ -	\$ -		
Hudson Finance/Personnel Fee	213	14,027	\$ 4,584	\$ 4,584	\$ -	0%	33%
I/FLS-operating/maintenance	216	33,764	\$ 32,825	\$ 36,159	\$ (3,334)	-9%	97%
I/FLS-addl courier/self check	217	2,500	\$ 2,512	\$ 480	\$ 2,032	423%	100%
I/FLS-catalogging	218	24,726	\$ -	\$ -	\$ -		0%
Telephone	225	3,600	\$ 195	\$ 215	\$ (20)	-9%	5%
Contracted Maint. & Repair	249	600	\$ -	\$ -	\$ -		0%
Programming - Adult	294	2,000	\$ 300	\$ 270	\$ 30	11%	15%
Programming - Children	295	2,500	\$ 415	\$ 250	\$ 165	66%	17%
Maintenance Agmt/Leases	298	5,500	\$ 1,155	\$ 894	\$ 261	29%	21%
Contract Services	299	5,000	\$ -	\$ 231	\$ (231)	-100%	0%
Postage	311	5,000	\$ 433	\$ 1,148	\$ (715)	-62%	9%
Office Supplies	312	13,000	\$ 1,345	\$ 1,900	\$ (555)	-29%	10%
Memberships	324	500	\$ -	\$ -	\$ -		0%
Advertising	326	1,000	\$ -	\$ -	\$ -		0%
Staff Development	338	1,600	\$ 390	\$ 75	\$ 315		24%
Maint & Repair Supplies	357	1,000	\$ 54	\$ 20	\$ 34	169%	5%
Books	395	65,000	\$ 13,865	\$ 13,351	\$ 514	4%	21%
Technology	396	10,000	\$ 2,291	\$ 14,278	\$ (11,987)	-84%	23%
Periodicals	397	7,000	\$ 300	\$ 300	\$ -		4%
Audio-Visual	398	16,000	\$ 3,171	\$ 3,242	\$ (71)	-2%	20%
Activity Fund	399	1,500	\$ 123	\$ 139	\$ (16)		8%
Ins. Workers Comp.	510	1,100	\$ 850	\$ 1,222	\$ (372)	-30%	77%
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	\$ 45,900	\$ 44,140	\$ 1,760	4%	33%
<b>General Operating Subtotal</b>		<b>360,117</b>	<b>\$ 114,529</b>	<b>\$ 128,274</b>	<b>\$ (13,745)</b>	<b>-11%</b>	<b>32%</b>
<b>Total Operating Expenses</b>		<b>864,863</b>	<b>\$ 262,879</b>	<b>\$ 272,475</b>	<b>\$ (9,596)</b>	<b>-4%</b>	<b>30%</b>
<b>NET OPERATING REVENUE (EXPENSE)</b>		<b>-18,089</b>	<b>\$ 370,139</b>	<b>\$ 120,466</b>	<b>\$ 249,698</b>	<b>207%</b>	

**HUDSON AREA LIBRARY  
REVENUE EXPENDITURE COMPARISON**

	Code	Budget	Year to Date		Variance from Prior Yr.		% of 2016 Budget
			APR		\$	%	
			2016	2015			
Insurance Reimbursement	46711	0	\$ -	\$ -	\$ -		
Interest	48562	0	\$ -	\$ 633	\$ (633)		
Gain/Loss on marketable investments	48564	0					
<b>NET REVENUE (EXPENSE)</b>			\$ 370,139	\$ 121,099	\$ 249,065	206%	



Batch	Purpose		Amount	Subtotal
	5/1/2016 City of Hudson	Admin charge	\$ 1,146.00	
	5/1/2016 City of Hudson	Occupancy costs	\$ 11,035.00	
	3/31/2016 ATT	see details	\$ 42.46	
	4/13/2016 Linda Donaldson	annuitant health ins	\$ 253.93	
	4/14/2016 HRA	see details	\$ 200.00	
	4/25/2016 Cardmember Services	see details	\$ 111.63	
	4/25/2016 March Sales Tax	see details	\$ 31.19	
		<b>Claims paid since previous approval</b>		<b>\$ 12,820.21</b>
<b>0216LI</b>	April Payments	see details	<u>\$ 6,415.27</u>	
				<b>\$ 6,415.27</b>
	<b>INVOICES TO BE PAID</b>	see invoices attached		
<b>04/12/2016 #93868279</b>	Midwest Tapes	AV	\$ 34.99	
<b>04/14/2016 #93874788</b>	Midwest Tapes	AV	\$ 39.99	
<b>4/18/2016 #93883132</b>	Midwest Tapes	AV	\$ 213.94	
04/22/2016 #93801184	Midwest Tapes	AV	\$ 109.97	
04/22/2016 #93801235	Midwest Tapes	AV	\$ 43.98	
04/22/2016 #93901236	Midwest Tapes	AV	\$ 127.59	
04/22/2016 #93901238	Midwest Tapes	AV	\$ 34.98	\$ 605.44
<b>04/12/2016 #2031903601</b>	Baker & Taylor	Books	\$ 63.79	
<b>04/13/2016 #2031908433</b>	Baker & Taylor	Books	\$ 15.66	
<b>04/15/2016 #2031912580</b>	Baker & Taylor	Books	\$ 123.01	
<b>04/18/2016 #2031927270</b>	Baker & Taylor	Books	\$ 6.92	
<b>04/18/2016 #2031922821</b>	Baker & Taylor	Books	\$ 263.87	
<b>04/19/2016 #2031922935</b>	Baker & Taylor	Books	\$ 171.09	
<b>04/19/2016 #2031922913</b>	Baker & Taylor	Books	\$ 152.50	
<b>04/20/2016 #2013923512</b>	Baker & Taylor	Books	\$ 168.62	
<b>04/20/2016 #2013931520</b>	Baker & Taylor	Books	\$ 96.23	
<b>04/26/2016 #2013951475</b>	Baker & Taylor	Books	\$ 17.47	
<b>04/27/2016 #2013950575</b>	Baker & Taylor	Books	\$ 97.28	

<b>04/27/2016 #2013953298</b>	Baker & Taylor	Books	\$	202.59			
<b>04/27/2016 #2013953173</b>	Baker & Taylor	Books	\$	284.00	\$	1,663.03	
<b>04/18/2016 #CNIN843755</b>	EO Johnson	Maint. Agmt	\$	209.00	\$	209.00	
<b>04/20/2016 #5855705</b>	Demco	Office Supplies	\$	335.27	\$	335.27	
		<b>INVOICES TO BE PAID SUBTOTAL</b>			\$	<b>2,812.74</b>	
						<b>Claims to be paid</b>	
						\$	9,228.01
						\$	<b>22,048.22</b>
<b>NON-PAYROLL TOTALS</b>							
						\$	20,055.26
						\$	17,650.59
						\$	37,705.85
<b>PAYROLL TOTALS</b>							
<b>TOTAL FOR APPROVAL</b>						\$	<b>59,754.07</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

May 4, 2016

Respectfully Submitted by:  
Tina Norris, Director

## **Director's Report May 4, 2016**

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

- Road Construction: Began (unexpectedly) April 18, originally our parking lot was scheduled to be closed for ~ 2 -3 weeks beginning May 2. Most recent update: Parking lot should be accessible by 05/2/2016 and road should be paved and library parking lot accessible via 1<sup>st</sup> Street / Vine sometime during the week beginning May 16<sup>th</sup>.
- County Library committee met on April 6 (same day as the Foundation meeting). I did not attend; however, I provided an update on Hudson via Karissa Coleman, Director of the Roberts Library. Per Karissa's meeting update, the committee discussed ways to assist county libraries, listen to the library reports / updates, and discussed an annual report to the county. Next meeting is set for May 19 @ 3:30 p.m. at the Hazel Macklin Library in Roberts. I will forward the meeting agenda when I receive it. Board members are invited to attend the meetings.
- \*\*\*\*Summer Reading Program Funding\*\*\*\* On April 6, the Hudson Area Library Foundation met, and I presented a "Wish List". The biggest request was for SRP funding, and we received up to \$4,000 to spend on the Summer Reading Program. On Friday, April 30, we were notified that the Library was chosen to receive a \$2,300 grant from the St. Croix Foundation for our Summer Reading Program. This is in addition to the \$4,000 from the Hudson Area Library Foundation. We are planning an amazing Summer Reading Program that will include a new collection of lawn games (which will be circulating), weekly programming for all ages, and fun incentives to keep the community reading.
- On April 28, 2016 I spoke to the Noon Rotary group about the Library, it's value and relevance in the community. The group asked a lot of great questions and it was a great opportunity to advocate for the library.
- On May 5 (Thursday), our Youth Services team (Mary & Amanda) will be attending the Open House at the Hudson Middle School. We were invited to attend, and they will be promoting the library and the upcoming Summer Reading Program.
- On May 15, the Library is partnering with Chapter 2 Books to host Fredrik Backman here at the library. This is a Sunday afternoon and a tickets only event. The library will not be open for regular services.  
The tickets are free and first-come, first-serve.

### **Strategic Plan Update**

- Goal 3: Increase Public Awareness of Services to Build Support for the Library
  - Implement new "brand": Logo selected and approved, as well as common name for library "Hudson Area Public Library". Consistent usage is ongoing. New web address: [www.hudsonareapubliclibrary.org](http://www.hudsonareapubliclibrary.org) is functional and old address redirects users to new address.
  - Marketing and promotion plan: I am working on developing a comprehensive and realistic plan, which will include budget and resources needed. Anticipate presentation to board by June 30, 2016:
- Goal 4: Enhance and Improve Library Services & Resources:
  - Virtual presence: Matthew is working on website improvements; Amanda and Nicole P. are working on Social Media presence. Nicole P. and I have discussed options for

making the library place to find out what's going on in our communities. I have been researching options for adding to our virtual collection, which would enhance and increase our collection.

- Target population: I have worked with Joan and Nicole P. to develop Adult programming. This is our first target group, and our focus for the next year will be to develop, implement, and access our adult services.
- Survey of current program participants will take place at all programs held in May.
- Goal 5: Plan for future staffing needs to better serve the community:
  - Report on state of current staffing and recommendations for significant changes will be complete by June 30, 2016 and presented at the July 2016 board meeting.

### **Upcoming Events & Programs**

Newsletter and Calendar of events is included in this packet.



# MONTHLY STATISTICS

APRIL 1-30, 2016

Respectfully Submitted by:  
Tina Norris, Director  
May 4, 2016

## Circulation Activity by Terminal

APRIL 2016 / Year-to-date

Activity by Terminal			
	Checkouts	Checkins	Renewals
710 - HU OPAC	0	0	120
711 - HU Circulation	1,644	14,740	696
714 - HU 3M Selfcheck	8,142	0	2,515
715 - HU Administration	12	5	25
717 - HU 3M Selfcheck	5,023	0	1,605
718 - HU Acq/Serials	0	1	2

APRIL 2015

Activity by Terminal			
	Checkouts	Checkins	Renewals
710 - OPAC	0	0	95
711 - Circulation	1,691	16,294	709
714 - 3M Selfcheck	8,419	0	2,609
717 - 3M Selfcheck	5,616	0	1,571
718 - Acq/Serials	8	8	3

## Circulation Statistics

### **Circulation Summary for MARCH**

APRIL	2016	2015	Year-to-date 2016
<b>Checkouts</b>	14,821	15,734	61,196
<b>Check-ins</b>	14,746	16,302	59,370
<b>Renewals</b>	4,963	4,987	19,993
<b>Total Circulation</b>	<b>19,784</b>	<b>20,721</b>	<b>81,189</b>
<b>Items Borrowed</b>	4,146	4,822	16,601
<b>Items Loaned</b>	2,670	3,992	10,693
<b>New Patrons</b>	73	83	300
<b>Items Added</b>	519	552	1,770

### **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	16,785	16,408	17,081	5,397	22,182
April	14,821	15,734	14,746	4,987	19,784
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>61,196</b>	<b>194,825</b>	<b>59,370</b>	<b>19,993</b>	<b>81,189</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	438
2016	9,511	373

	MONTHLY VISITOR COUNT	AVERAGE PER DAY	NUMBER OF DAYS OPEN
January	8,627	345	25
February	9,125	365	25
March	10,228	393	26
April	10,064	387	26 (11 DAYS W/ CONSTRUCTION)
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	8,350	2,001	4,065	1,611	16,027*
	April	8374	2012	4080	1620	16,086*
	May					0
	June					0
	July					0
	August					0
	September					0
	October					0
	November					0
	December					0

\*Please note expired patron records have not been purged. We are in the process of determining parameters for purging.

## Technology Usage

<i>Internet &amp; Wireless Usage</i>	<i>APRIL 2016</i>	<i>APRIL 2015</i>	<i>Year-to-Date</i>
<b>Pharos Sessions</b>	1,087	1006	4,016
<b>Wireless Sessions</b>	1,150	2613	16,498

### *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 4/30/2016	
<b>Visits</b>	6,162

	<b>Number of Posts</b>	<b>Total Page Likes</b>
January 16	31	877
February 16	37	903
March 16	41	916
<b>April 16</b>	<b>32</b>	<b>942</b>
April 15	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>APR-16</i>	<i>APR-15</i>	<i>YTD</i>
Adobe ePub	<b>584</b>	<b>543</b>	<b>2,395</b>
Adobe PDF ebook	7	16	22
Kindle	663	553	2,581
NOOK Periodicals	101	0	330
Open ePub Book	19	13	96
OverDrive Listen	65		234
OverDrive MP3 Audiobook	679	487	2,569
OverDrive Read	404	252	1,467
Pending Audiobook	110	86	458
Pending eBook	211	185	900
Streaming Video	2	9	11
<b>Total</b>	<b>2,845</b>	<b>2,158</b>	<b>11,064</b>

FORMAT	APRIL 2016	APRIL 2015	YTD
<b>EBOOK</b>	1,888	1562	7,461
<b>AUDIOBOOK</b>	854	583	3,261
<b>PERIODICALS</b>	101	0	330
<b>VIDEO</b>	2	13	12
<b>TOTAL</b>	<b>2,845</b>	<b>2,158</b>	<b>11,064</b>

## 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>	12	65 hours	7	4	86	Magic Makers (6); St Patty Scavenger Hunt (44); Minute to Win It (14); Passive (19)	Harry Potter (7)
<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>36</b>	<b>0</b>	<b>21</b>	<b>18</b>	<b>241</b>		<b>25</b>

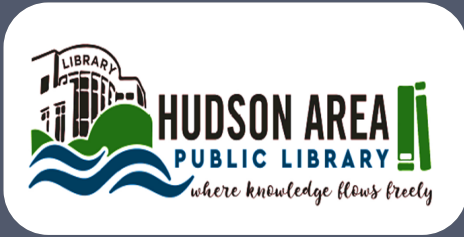
<b>Children's Programs</b>	<b>04/30/2016</b>	<b>4/30/2015</b>
Story time: 3-5 year olds	77	72
Story time: adult	49	50
Walkie Talkie: talking to age 3	69	105
Walkie Talkie: adults	45	71
Rhyme Time: babies	122	44
Rhyme Time: adults	94	48
Class visits in library: children	25	0
Class visits in library: adults	6	0
Class visits out of library: children	148	129
Class visits out of library: adults	24	22
Special programs: children	41	41
Special programs: adults	14	26
<b>Total Children</b>	<b>482</b>	<b>391</b>
<b>Total adults</b>	<b>232</b>	<b>217</b>
<b>Grand total for the month</b>	<b>714</b>	<b>608</b>
<b>Programs for month</b>	<b>29</b>	<b>28</b>

<b>Attendance</b>	<b>Children: 2016</b>	<b>Children 2015</b>	<b>Adults: 2016</b>	<b>Adults 2015</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>	591	665	317	319	908	984
<b>April</b>	482	391	232	217	714	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>1,605</b>	<b>5,009</b>	<b>827</b>	<b>2,446</b>	<b>2,432</b>	<b>7,455</b>

\*Adult count is for adults attending story times with children.

<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>	49	Career Services (2); Tech Help (2); Artist Talk (4); Winter Reading Program (25); Coloring (4); Craft Night (9) Book Club (3)
<i>April</i>	43	Career Services (1); 1-on-1 Tech Help (2); Tech Tuesdays (10); Genealogy (8); Craft (4); Coloring (9); Shakespeare (2); Author Visit (8)
<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>		



# Off the Shelf



NEWSLETTER OF THE HUDSON AREA PUBLIC LIBRARY

MAY 2016

## FRIENDS OF THE LIBRARY BOOK SALE

- Big Bag Sale
- 3 Days Only!
- May 2-4

## NEW FICTION IN MAY:

- **LaRose**  
by Louise Erdich
- **15th Affair**  
by James Patterson
- **Beyond the Ice Limit**  
by Lincoln Child
- **The Last Star**  
by Rick Yancey
- **The Hidden Oracle**  
by Rick Riordan

## NEW DVD NOTIFICATION LIST

- Sign up at the Circulation desk to receive email alerts about new DVD releases!

# American Girl Extravaganza



Saturday, May 14th, is our American Girl Extravaganza! We've got special guests, games, activities, prizes, snacks, and more! Julia, the host of our American Girl Book Club, will teach attendees how to style their dolls hair (dolls are welcome but not required). This exciting event will mark the culmination of our American Girl Book Club. This book club will resume in September, so don't miss our party extravaganza!

## Library Lawn Games Launch

The Friends of The Library group generously donated the funds for a fantastic collection of outdoor lawn games! This collection features oversized games meant to be played outdoors—at the beach, a campsite, or in a backyard. These games will be available for checkout at the Hudson Area Library, and everyone is invited to attend our launch party on Saturday, May 21, to view the collection and try out a few games at Lakefront Park (by the bandstand)! The Library will be hosting Lawn Games at Lakefront Park throughout the summer. Thank you to our fabulous Friends group!

# June Preview: Summer Reading Program!

Every year the Hudson Area Library offers a Summer Reading Program for readers of all ages. This year our theme is Read For The Win! We are celebrating the upcoming summer Olympics by promoting health and wellness activities. All summer there will be programs and special events for all ages, reading incentives and family activities.

Saturday, June 4th is our Summer Reading Kickoff Party—save the date!





## Teen & Preteen Events

Tuesday, May 3,  
3:45-5:15pm  
**Rick Riordan Book  
Release Party**

Tuesday, May 10, 6:30pm  
**Maker Magic  
Egg Drop**

Wednesday, May 11, 3:30pm  
**T.A.B. Meeting  
(Teen Advisory Board)**

Thursday, May 19 5:30-7:30pm  
**Marvel Trivia Night**

Saturday, May 21, 12:30-2:30pm  
**Library Lawn Games Launch  
(Families & All Ages Welcome!)  
\*Lakefront Park by the Bandstand**

### American Girl

Friday, May 6, 4:15-5:15pm  
**American Girl  
Movie Night**

Sat., May 14, 10:30-12:30pm  
**American Girl  
Extravaganza!**

## Events for Adults

10:00am-noon  
**Technology Tuesdays**  
Registration required

May 3: Understanding Mac OS X  
May 10: Email Etiquette  
May 17: MS Word for Mac  
May 24: Exploring Social Media  
May 31: PowerPoint for Mac

Tuesday, May 3, 3-4:30pm  
**Career Services**  
Registration required

Tuesday, May 4, 6:30pm  
**Library Board Meeting**

Thursday, May 5, 3-4:30pm  
**One-on-One Tech Help**  
Registration required

Thursday, May 12, 10:30-11:30am  
**Online Genealogy**  
Registration required

Tuesday, May 17, 3-5pm  
**Between the Lines: Adult  
Coloring for Stress Relief**

Wednesday, May 18, 6:00-7:30pm  
**Adult Craft: Scrabble Tile  
Word Art**  
Registration required

## Book Clubs

Thursday, May 5, 6-7:30pm  
**A Novel Bunch Book Club**  
*The Shining Girls*



Tuesday, May 17, 4:30-5:30pm  
**Harry Potter Book Club:**  
*Harry Potter and the Deathly  
Hallows*

Weds., May 18, 10:30-11:30am  
**Bookmarks Book Club:**  
*Brooklyn*

Thursday, May 19, 6:30-7:30pm  
**Page Turners Book Club:**  
*At the Water's Edge*

## Storytime

**Returns in June!**