



Meeting Agenda of the Hudson Area Joint Library Board of Trustees
Tuesday, October 20, 2015, 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. Date for next regular meeting (November 17, 2015 6:30 pm – the 3rd Tuesday of each month)
 - c. Disposition of Minutes from September 15, 2015 Board meeting and of any intervening special meetings
 - d. Director's report
 - e. Discussion and action on Library Director's monthly report
 - f. Finance Committee report
 - a. Discussion and possible action on invoices that are not regularly recurring or are not within the 2015 Budget vs. Actual to Date
 - b. Discussion and possible action on regularly recurring expenditures that are within the Board approved 2015 budget
 - c. Discussion and possible action on 2014 and 2015 budget comparison
4. Citizen comments
5. Presentations by supporting organizations
 - a. Friends of the Library
6. President's comments, report, and requests for action
 - a. Discussion and possible action on Library Leadership Communication Forum
 - b. County Board update
7. Other business
 - a. Discussion and possible action on 2016 operational budget
 - b. Discussion on amending the agreement to reflect the actual cost of occupancy of the library building.
 - c. Discussion and possible action on letter from Lavonne McCombie.
 - d. Discussion and possible action on Annual Appeal letter.
 - e. Discussion and possible action on Director's membership in the Rotary Club.
 - f. Discussion and update on Library Director welcome event.
8. Board comments and items for future agendas
9. Adjourn

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

Emailed to Joint Municipalities and Board Members: 10/15/2015. Emailed to Media: 10/15/2015.

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, September 15, 2015, 6:30 PM
700 First Street, Hudson WI

- 1. MEETING CALL TO ORDER BY O'CONNOR AT 6:30 PM**
- 2. ROLL CALL**

Board Members present: Katie Coppenger, Joyce Hall, Karen Homeier, Barbara Peterson, Rich O'Connor, Dave Ostby, Marion Shaw, Curt Wiese

Staff present: Matthew Winkler

Visitors: Gloria Kramer,

- 3. APPROVAL OF CONSENT AGENDA ITEMS**

Motion by Ostby, second by Homeier, to approve the consent agenda. Vote taken. All ayes. MOTION CARRIED

- a. Approve meeting Agenda
- b. Date for next regular meeting (October 20, 2015 6:30 pm – the 3rd Tuesday of each month)
- c. Disposition of Minutes from August 18, 2015 Board meeting and of any intervening special meetings
- d. Interim Director's Report
- e. Finance Committee Report
 1. Discussion and possible action on invoices that are not regularly recurring or are not within the 2015 Budget vs. Actual to Date
 2. Discussion and possible action on regularly recurring expenditures that are within the Board approved 2015 budget
 3. Discussion and possible action on 2014 and 2015 budget comparison

- 4. CITIZEN COMMENTS**

Kramer noted that the Friends have received a check for \$1,000 from Family Fresh after reaching their goal of \$150,000 in Family Fresh receipts.

- 5. PRESENTATIONS BY SUPPORTING ORGANIZATIONS**

- a. Friends of the Library
No report..

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

- a. Discussion and possible action on Library Leadership Communication Forum
O'Connor reported that the Library Foundation will be a meeting October 1 for its Annual Meeting and to begin work on an annual fundraising effort. O'Connor noted that he will be adding the Foundation back onto the Library Board agenda under Supporting Organizations.
- b. County Board Update
O'Connor reported that he attended a meeting of the County's ad hoc committee on libraries at the Roberts Library and explained the reasons for the Hudson Area Joint Library Board's action re reimbursement of other libraries.

- 7. PERSONNEL COMMITTEE REPORT AND REQUESTS FOR ACTION**

- a. Discussion and possible action re: Library Director welcome ,orientation and introduction to the community
Peterson reported that our new Library Director, Tina Norris, will begin no later than October 13, according to the Employment Agreement. A New Release was prepared and distributed. The Personnel Committee discussed plans for her welcome and orientation. O'Connor encouraged all Board members to stop by the Library and introduce themselves to Norris. The Board discussed sharing their hopes for the future of the Hudson Area Library with Norris at her first Board meeting, October 20.
- b. Discussion and possible action re: library staffing

Peterson noted that the Library is facing a staffing challenge with the resignation and departure of a 30-hour library assistant. Several possible solutions were shared with Winkler.

8. OTHER BUSINESS

a. Discussion and possible action on 2016 operational budget

It was determined that the 2016 budget approved at the August 18 meeting had not yet been forwarded to the four municipalities. Winkler will do so.

9. BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS

Agenda for October will include a report from the new Library Director.

10. ADJOURN

MOTION by Ostby, second by Weese, to adjourn. Vote taken. All ayes. MOTION CARRIED. Meeting adjourned at 7:03 PM.

Minutes prepared by Barbara Peterson.

Director's Report

October 20, 2015

Meetings:

My first few weeks have been a whirlwind of introductions. As well as meeting the Library staff, I have had the opportunity to meet with City of Hudson staff, IFLS Director, John Thompson, and friendly residents who have stopped in to say, "hello". I have, also met many board members. On 10/08, I had the opportunity to attend my first Friends of the Library meeting and on 10/13, I attended a very productive Foundation meeting. A staff meeting is scheduled for 10/15, and I will be meeting with Lori Roholt from MORE on Friday, 10/16. Upcoming meetings that I will be attending include: Hudson Common Council meeting (10/19); the Noon Rotary meeting (10/22); Hudson / North Hudson Community Access meeting (10/20); and, the City of Hudson Department Head meetings (10/28).

Upcoming Events & Programs:

10/20-10/24: Friends of the Library Book Sale

10/20-10/24: Teen Read Week Celebration

10/21: Bookmarks book club: Discussing: *Madame Picasso* by Anne Girard

11/09: Welcome Event 6-8 PM

11/10: Maker Magic: Lego Engineering 6:30-7:30 PM

11/18: Bookmarks book club: Discussing: *All the Light We Cannot See* by Anthony Doerr

Ongoing Storytimes:

- Rhyme Time Baby Storytimes - Wednesdays @ 10:15 AM
- Walkey Talkey Storytimes - Tuesdays & Wednesdays @ 11:15 AM
- Wiggles & Giggles Storytimes - Tuesday evenings @ 7 PM & Thursday mornings @ 10:15 AM

Strategic Plan Update:

- I have written and presented a donation letter for the annual fundraising appeal, and I have created an infographic to go along with the letter.
- I have begun to research and assess HAJL current funding situation and will begin developing a summary of the public funding issues and challenges (Goal 2 Strategy 4).
- Reviewing Library print and social media materials to determine branding and messaging strategies appropriate to promote the Library (Goal 3 Strategy 1).

Other notes:

On 11/10, MORE will be migrating Sierra (the ILS) to a new server. Essentially, the Library will be out of commission for circulation. Most of the IFLS libraries will closed and using the time as a staff work day or staff development day. I have not made a decision on what we will do. If you would like to share you thoughts, please do.

Respectfully submitted,

Tina L. Norris

Tina L. Norris



Tina Norris, Library Director
September 2015

New Patron Registration

2011	1,812
2012	1,398
2013	1,101
2014	903
January-September 2015	853

2011-2015 Average Visitor Count

	Monthly Average	Daily Average
2011 (April-December)	13,374	533
2012	11,902	502
2013	10,369	493
2014	10,206	493
2015 (January-September)	9,686	454

2015 Visitor Count

	MONTHLY VISITOR COUNT	AVERAGE PER DAY	NUMBER OF DAYS OPEN
January	8,621	392	22
February	8,016	401	20
March	8,955	426	21
April	9,404	448	21
May	9,135	415	22
June	11,276	537	21
July	12,494	568	22
August	10,371	494	21

September	8,906	405	22
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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	January	7,787	1,894	3,811	1,494	14,986
	February	7,803	1,904	3,838	1,501	15,046
	March	7,837	1,917	3,852	1,516	15,122
	April	7,880	1,923	3,886	1,527	15,216
	May	7,915	1,936	3,903	1,535	15,289
	June	8,012	1,955	3,936	1,548	15,451
	July	8,078	1,968	3,958	1,558	15,562
	August	8,109	1,979	3,975	1,556	15,619
	September	8,170	1,981	3,987	1,576	15,714

Inactive cardholders (older than 3 years) purged in November 2014.

Overdrive Checkouts by Format

	eBooks	eAudiobooks	Video	Total Checkouts	
2014	17,107	1,673	26	22,389	
2015	January	1,673	549	6	2,222
	February	1,573	606	5	2,184
	March	1,639	586	2	2,227
	April	1,562	583	13	2,158
	May	1,737	616	18	2,371
	June	1,597	697	3	2,297

July	1,745	763	3	2,511
August	1,802	818	7	2,627
September	1,698	723	5	2,426

Overdrive Checkouts By Technology (January - September 2015)

Kindle Book	5,526	Open EPUB eBook	121
Adobe EPUB eBook	5,046	OverDrive WMA Audiobook	70
OverDrive MP3 Audiobook	4,905	Adobe PDF eBook	58
OverDrive Read online	2,286	Pending (Video)	20
Pending (eBook)-not downloaded	1,933	Streaming Video (similar to Netflix)	39
Pending (Audiobook)	847	OverDrive Listen	91
OverDrive Video	3	Total	20,946

Internet Usage

	Sessions	Minutes Used
2011	20,910	810,479
2012	17,645	728,337
2013	11,922	534,703
2014	10,722	495,410
2015 January	967	45,900
February	908	43,333
March	927	43,609
April	1,006	43,881
May	979	52,592
June	987	48,893
July	1,011	54,164
August	912	46,130
September	931	48,456

Wireless Sessions

		Sessions
2015	January	3,233
	February	2,812
	March	3,459
	April	2,613
	May	1,866
	June	3,689
	July	4,377
	August	2,586
	September	3,414

Yearly Circulation Activity

2015	Check-outs	Check-outs, this month last year	Check-ins	Renewals	Items Circulated
January	16,551	19,015	15,692	4,524	21,075
February	15,493	15,669	14,368	4,545	20,038
March	16,408	17,055	16,434	5,259	21,667
April	15,734	16,936	16,186	4,987	20,721
May	15,198	14,988	15,055	5,321	20,519
June	20,104	20,064	17,447	5,139	25,243
July	21,163	23,045	20,729	6,071	27,234
August	17,667	18,535	18,901	5,483	23,150
September	14,982	15,684	16,460	5,101	20,083
Total	153,300	160,991	151,272	46,430	190,730

2015	Total items borrowed from other MORE libraries	Total items loaned to other MORE Libraries	Net Difference	Net Difference %	Check-outs of Locally Owned Items	New Patron Registrations	Items Added
January	4,873	5,252	379	3.74%	70.56%	99	378
February	4,364	4,867	503	5.45%	71.83%	64	344
March	4,349	5,162	813	8.55%	73.49%	85	458
April	4,822	3,992	-830	-9.42%	69.35%	83	552

May	4,455	5,097	642	6.72%	70.69%	66	445
June	4,596	5,472	876	8.70%	77.14%	155	781
July	5,008	5,298	290	2.81%	76.34%	128	470
August	4,366	5,254	888	9.23%	75.29%	91	556
September	4,249	5,337	1,088	11.35%	71.64%	82	486

January-September 2015							
Activity by terminal		Checkins	%	Checkout	%	Renewals	%
771 - Circulation		153,819	99.92%	17,051	11.12%	6,917	14.90%
712 - Cataloging		56	0.04%	27	0.02%	1	0%
718 - Acq/Serials		61	0.04%	88	0.06%	48	0.10%
714 - 3M Selfcheck		0	0%	80,057	52.22%	22,242	47.90%
717 - 3M Selfcheck		0	0%	56,077	36.58%	16,272	35.05%
710 - OPAC		0	0%	0	0%	950	2.05%
Total		117,769	100%		100%		100%
<i>89% of the checkouts are through 3M self checkout terminals</i>							

Website Statistics

January-September 2015	
Visits	24,186
Page Views	61,672
Pageviews per visit	3
Average time on Site	1.65 minutes

Facebook Statistics

2015	Number of Posts	Total Page Likes
January	10	707
February	16	716
March	16	719
April	14	722
May	21	733
June	44	751

July	17	759
August	14	783
September	22	794

Tests Proctored

2015	Number of Tests
January	2
February	10
March	8
April	7
May	12
June	11
July	13
August	12
September	3
Total	78

2015 Teen Stats

January: 47 volunteer hours, 11 volunteers

Programs: 1

*Teen movie night with 2 attending

February: 50 teen volunteer hours, 9 volunteers

TAB: 3 attended.

Programs:

*Blind Date with a Book - Passive Program

36 reached/participated

17 teen books displayed / 15 books checked out

25 adult books displayed / 21 books checked out

3 Facebook written responses, 22 Facebook likes.

*Anne of Green Gables: 3 attended.

March: 9 volunteers, 43 volunteer hours

April: 10 volunteers, 48.2 volunteer hours

TAB: 5

Anne of Green Gables: 4

May: 10 volunteers, 43 volunteer hours

TAB:4

Anne of Green Gables: 3

Walk in Programs: Total of 32

- Newspaper Bag: 9
- Tattoo a Banana: 12
- Button Bracelet: 6
- Tie Dye Bookmark: 5

June: 11 volunteers, volunteer hours 50

TAB: 4

Kick-off event: 22

John Green Teen Book club 6/12/15: 3

Pharaoh's Secret Book Club 6/16/15: 9

John Green Teen Book Club: 6/16/15: 6

Pharaoh's Secret Book Club: 6/30/15: 7

Summer Reading First Week: 56 Teens, 92 preteens signed up. 5 Teen goodie bags, 6 preteen goodie bags.

Summer Reading as of July 9th: 71 teens, 134 preteens. At least 10 hrs of reading: 27 Teen goodie bags, 60 preteens.

Summer Reading Teen/Preteen Stats

Total # of Participants: 82 teens and 141 (223)

of Programs: 17 # of program participants: 95

Hours Read: 8110

of Goodie Boxes: 170

of Books: 102

in Grand Prize Drawing: 82

August:

John Green Teen Book Club: 8/8/15: 2

Pharaoh's Secret Preteen Book Club: 8/6/15:4

TAB: 1

Page Turners:

July: 2

August: 2

September:

T.A.B: 6

Magic Makers: 16

Banned Books Bracelet (Sat): 22

Banned Books Bracelet (Tues): 9

11 Volunteers, Volunteer Hours: 48 hours

No Children's programs to report for September. It has been a quiet month.

HUDSON CIRCULATION (CHECKOUT) STATISTICS

January - September 2015

ITEM TYPE	# of items	% of total items	Percent of total circ	Quantity
Hudson Beginner Readers	1,783	2.69%	3.51%	7,008
Hudson Book Discussion Kit	25	0.04%	0.01%	13
Hudson Books on CD	1,121	1.69%	1.67%	3,342
Hudson Books on CD - NonFiction	212	0.32%	0.21%	419

Hudson Child Board Books	546	0.82%	0.94%	1,887
Hudson Child Book & CD	116	0.17%	0.18%	357
Hudson Child Book on CD	337	0.51%	0.47%	947
Hudson Child Magazines	162	0.24%	0.03%	59
Hudson Children's DVD	1,338	2.02%	5.44%	10,880
Hudson Classics	195	0.29%	0.10%	191
Hudson Computer Software	6	0.01%	0.03%	64
Hudson DVD	2,558	3.86%	9.45%	18,884
Hudson DVD - Non Fiction	80	0.12%	0.17%	336
Hudson Fiction	7,202	10.86%	3.77%	7,535
Hudson Fiction - Paperbacks	807	1.22%	0.27%	541
Hudson ILL	27	0.04%	0.15%	303
Hudson Juv Character Books	1,120	1.69%	2.98%	5,961
Hudson Juv Fairy Tales	606	0.91%	0.24%	475
Hudson Juv Holiday Picture	719	1.08%	0.23%	454
Hudson Juv Music CD	232	0.35%	0.16%	319
Hudson Juv Non-Fiction	6,882	10.38%	4.02%	8,041
Hudson Juvenile Fiction	3,707	5.59%	3.96%	7,915
Hudson Juvenile Mystery	656	0.99%	0.54%	1,078
Hudson Large Print	2,552	3.85%	0.78%	1,557
Hudson Magazines	1,133	1.71%	0.90%	1,800
Hudson Music CDs	723	1.09%	0.53%	1,054
Hudson Mysteries	3,072	4.63%	1.65%	3,290
Hudson New Child Pic Bks	190	0.29%	0.97%	1,931
Hudson New Fiction	522	0.79%	1.38%	2,760
Hudson New Juv Fiction	121	0.18%	0.46%	924
Hudson New Juv Nonfiction	153	0.23%	0.64%	1,278
Hudson New Large Print Fiction	52	0.08%	0.23%	463
Hudson New Large Print Nonfiction	10	0.02%	0.03%	58
Hudson New Mysteries	271	0.41%	0.79%	1,576
Hudson New Non-Fiction	475	0.72%	0.74%	1,485
Hudson New Paperbacks	5	0.01%	0.03%	53
Hudson New Romance	46	0.07%	0.19%	374
Hudson New Science Fiction	70	0.11%	0.14%	280
Hudson Nonfiction	12,779	19.27%	4.75%	9,490
Hudson Parent-Tchr Res	489	0.74%	0.10%	195
Hudson Picture Books - Older Children	902	1.36%	0.41%	828
Hudson Picture Books	4,726	7.12%	9.43%	18,841
Hudson Rental Books	27	0.04%	0.10%	191
Hudson Rental DVDs	52	0.08%	0.57%	1,142
Hudson Romances	578	0.87%	0.38%	755

Hudson Science Fiction	1,043	1.57%	0.30%	590
Hudson Short Chapter Bks	1,819	2.74%	3.64%	7,281
Hudson Westerns	154	0.23%	0.04%	73
Hudson YA Audio Fiction	205	0.31%	0.20%	408
Hudson YA Fiction	2,358	3.55%	2.36%	4,715
Hudson YA Graphic Novels	962	1.45%	0.78%	1,556
Hudson YA New Fiction	162	0.24%	0.36%	710
Hudson YA New Non-Fiction	12	0.02%	0.03%	52
Hudson YA Non Fiction	232	0.35%	0.07%	147
Items from other MORE libraries			28.51%	56,985
Total	66,332	100%	100%	199,851

Hudson Library Revenue and Expenditure Report

10/15/2015

January - December 2015

Actual vs. Budget	Code	Budget	January	February	March	April	May	June	July	August	September	October	November	December	Actual to Date	Amount Remaining	Percent Remaining
Revenue																	
City of Hudson	49210	295,000	150,450	0	0					150,450					300,900	5,900	2%
Village of N. Hudson	47302	84,962	0	0	41,408										41,408	-43,555	-51%
Town of Hudson	47303	191,538	0	98,642	0					98,641					197,283	5,745	3%
Town of St. Joseph	47304	86,788	0	0	0		43,394								43,394	-43,394	-50%
St. Croix County	47311	81,436	0	81,690	0										81,690	254	0%
Other Counties	47311	5,169	1,819	0	3,350										5,169	0	0%
Copies, Fines, Misc.	46710	40,000	943	2,012	3,586	3,594	2,451	4,141	3,077	3,530	2,223				25,556	-14,444	-36%
Interest	48100	0	0	0	0	633			1,115						1,747	1,747	
Gain/Loss on marketable investments	48200	0	644	0	0										644	644	
Donations - Other	48500		435	250	120	60	110	110	1,565	76	110				2,836	2,836	
Donation - Literacy Program	48561	1,160	0	0	685			500							1,185	25	
Donations - History Collection	48562	0	0	0	0										-	0	
Donation - Friends Pledge	48563	0	0	0	500										500	500	
Donation - Bridge the Gap	48564	25,000	1,495	980	750	390	25								3,640	-21,360	-85%
Total Revenue		811,053	155,786	183,574	50,399	4,677	45,980	4,751	5,756	252,697	2,333	0	0	0	705,952	-105,101	-13%
Staff Compensation																	
Full Time Salaries	121	153,571	12,835	12,628	12,769	12,442	12,337	12,270	14,824	7,788	7,866				\$ 105,760	47,811	31%
Overtime Salaries	122	200	0	17	0	52	552	152	225	243	56				\$ 1,296	-1,096	-548%
Part Time Salaries	125	198,078	10,337	13,605	13,424	13,908	13,871	13,693	19,512	13,407	13,116				\$ 124,873	73,206	37%
FICA	151	26,918	2,914	1,948	1,944	1,960	1,987	1,938	2,588	1,606	1,576				\$ 18,460	8,456	31%
Pension	152	23,926	2,242	1,459	1,463	1,470	1,492	1,471	1,897	1,139	1,115				\$ 13,749	10,177	43%
Health Insurance	154	70,130	12,133	5,095	4,910	4,645	4,645	4,662	5,094	2,965	2,726				\$ 46,876	23,254	33%
Life Insurance	155	250	0	0	0										\$ -	250	100%
																0	
Staff Compensation Subtotal		473,071	40,462	34,753	34,509	34,477	34,885	34,185	44,139	27,148	26,455	0	0	0	\$ 311,013	162,058	34%

January - December 2015

Actual vs. Budget	Code	Budget	January	February	March	April	May	June	July	August	September	October	November	December	Actual to Date	Amount Remaining	Percent Remaining
General Operating Expenses																	
Hudson Finance/Personnel Fee	213	14,027	1,146	1,146	1,146	1,146	1,146	1,146	1,146	1,146	1,146				10,314	3,713	26%
IFLS-operating/maintenance	216	33,764	35,864	295	0										36,159	-2,395	-7%
IFLS-addl courier/self check	217	2,500	480												480	2,020	81%
IFLS-cataloging	218	24,726	0		0					13,172					13,172	11,554	47%
Telephone	225	3,600	4	96	64	51	59	82	46	68	16				485	3,115	87%
Contracted Maint. & Repair	249	600	0		0							50			50	550	92%
Programming - Adult	294	2,000	120	150	0		360			60					690	1,310	66%
Programming - Children	295	2,500	0	250	0				1,115	200					1,565	935	37%
Maintenance Agmt/Leases	298	5,500	358	124	269	143	314	315	124	333	269				2,249	3,251	59%
Contract Services	299	5,000	215	9	4	2	4	309	2,198	1	1				2,743	2,257	45%
Postage	311	5,000	709	0	215	224	21	15		252	14				1,450	3,550	71%
Office Supplies	312	16,160	49	48	520	1,283	267	2,789	197	198					5,352	10,808	67%
Memberships	324	500	0	0	0		205								205	295	59%
Advertising	326	1,000	0	0	0										-	1,000	100%
Staff Development	338	1,600	0	0	0	75				-75					-	1,600	100%

Hudson Library Revenue and Expenditure Report

Conferences & Travel	339	0	0	0	0					202					202	-202	
Maint & Repair Supplies	357	1,000	0	39	-19			69	-3	37					180	820	82%
Books	395	65,000	1,841	1,321	3,163	7,025	5,999	7,466	1,709	6,719	2,668				37,912	27,088	42%
Technology	396	24,700	0	0	13,188	1,090	493	600							16,173	8,527	35%
Periodicals	397	7,000	0	0	0	300									300	6,700	96%
Audio-Visual	398	18,000	35	70	1,319	1,818	2,316	2,383	497	2,632	453				11,524	6,476	36%
Activity Supplies	399	1,500	0	0	0	139		104	227	94	310				875	625	42%
Ins. Workers Comp	510	1,100	1,222	0	0										1,222	-122	
Ins. Public Liab.	511	1,700	1,491	0	0										1,491	209	12%
Ins. Public Officials	513	2,100	2,253	0	0										2,253	-153	-7%
Ins. Property Ins.	517	1,700	1,632	0	0										1,632	68	4%
Bld. Occupancy Exp.	532	135,000	11,035	11,035	11,035	11,035	11,035	11,035	11,035	11,035	11,035				99,315	35,685	26%
General Operating Subtotal		377,277	58,455	14,582	30,905	24,331	22,289	26,242	18,330	36,840	16,019	0	0	0	247,994	129,283	34%
Total Expenses		850,348	98,917	49,335	65,414	58,808	57,174	60,427	62,469	63,989	42,474	0	0	0	559,007	291,341	34%
NET REVENUE (EXPENSE)		-39,295	56,869	134,239	-15,016	-54,131	-11,194	-55,676	-56,713	188,709	-40,141	0	0	0	146,945	(186,240)	
Less Donation Revenues			-435	-250	-805	-60	-110	-610	-1,565	-76	-110	0	0	0	(4,021)	4,021	
Add Donation Expenditures			0	0	0	0	0	-1,185	0	0	0	0	0	0	(1,185)	1,185	
OPERATING REV. (EXP)		-39,295	56,434	133,989	-15,821	-54,191	-11,304	-57,471	-58,278	188,632	-40,251	0	0	0	141,739	-181,034	

January - December 2015

Capital Expenditures	Budget	January	February	March	April	May	June	July	August	September	October	November	December	Actual to Date	Amount Remaining	Percent Remaining
Donations Cash Accounts	11381															
Cash Balance - beginning		10,560	10,995	11,245	11,365	11,444	11,554	11,664	13,229	13,305	13,415	13,415	13,415	10,560		
Donation - Private Org/Ind	48500	435	250	120	60	110	110	1,565	76	110	0	0	0	2,836		
Interest earnings						19								19		
Less transfer to Library operating														-		
Less expenditures from donations														-		
Cash Balance - end		10,995	11,245	11,365	11,444	11,554	11,664	13,229	13,305	13,415	13,415	13,415	13,415	13,415		

History Collection Account	Budget	January	February	March	April	May	June	July	August	September	October	November	December	Actual to Date	Amount Remaining	Percent Remaining
History Collection Account	11385															
Cash Balance - beginning			163	163	163	163	163	163	163	163	163	163	163	163		
Donations - History Collection	48562	0	0	0	0	0	0	0	0	0	0	0	0	-		
Interest Earned						0								0		
Less expenditures from donations														-		
Cash Balance - end			163	163	163	163	163	163	163	163	163	163	163	163		

Report Selection:

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

Approval Plan..... thru

Calendar Start Date..... 01 01 2015

Calendar End (As Of) Date..... 09 30 2015

Level to Page Break..... 1.0

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

Print Inactive Accounts Too?..... N

Exclude Accounts with Zero Dollars.. Y

Annual Budget or Year to Date Budget A

Run Instructions:

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

SOURCE-JE-ID	VOUCHR/CUSTOMER/EXPLANATION	Revisd	ANNUAL Bdgt	ENCUMBERED	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		153,571.00	0.00	7,865.86	105,759.98	47,811.02	68	-----	
P-09112015-230	PAYROLL BIWEEKLY		091115		3,758.80	CODE-B,PER#-1,FUND- 240				A
P-09252015-341	PAYROLL BIWEEKLY		092515		4,107.06	CODE-B,PER#-2,FUND- 240				A
122	SALARY-WAGES OVERTIME		200.00	0.00	56.12	1,296.11	1,096.11	648	-----	!!!!
P-09112015-230	PAYROLL BIWEEKLY		091115		18.71	CODE-B,PER#-1,FUND- 240				A
P-09252015-341	PAYROLL BIWEEKLY		092515		37.41	CODE-B,PER#-2,FUND- 240				A
125	SALARY-WAGES PART TIME		198,078.00	0.00	13,116.38	124,872.50	73,205.50	63	-----	
P-09112015-230	PAYROLL BIWEEKLY		091115		6,757.10	CODE-B,PER#-1,FUND- 240				A
P-09252015-341	PAYROLL BIWEEKLY		092515		6,359.28	CODE-B,PER#-2,FUND- 240				A
151	FICA		26,916.00	0.00	1,575.75	18,459.60	8,456.40	68	-----	
P-09112015-230	PAYROLL BIWEEKLY		091115		789.06	CODE-B,PER#-1,FUND- 240				A
P-09252015-341	PAYROLL BIWEEKLY		092515		786.69	CODE-B,PER#-2,FUND- 240				A
152	RETIREMENT		23,926.00	0.00	1,115.43	13,748.79	10,177.21	57	-----	
P-09112015-230	PAYROLL BIWEEKLY		091115		568.06	CODE-B,PER#-1,FUND- 240				A
P-09252015-341	PAYROLL BIWEEKLY		092515		547.37	CODE-B,PER#-2,FUND- 240				A
154	HEALTH INSURANCE		70,130.00	0.00	2,725.74	46,876.26	23,253.74	66	-----	
P-09112015-230	PAYROLL BIWEEKLY		091115		1,355.37	CODE-B,PER#-1,FUND- 240				A
V-09162015-266	205102 MIDAMERICA ADMINISTRAT		081623	5474	15.00	2ND QTR HRA FEES			N	A
P-09252015-341	PAYROLL BIWEEKLY		092515		1,355.37	CODE-B,PER#-2,FUND- 240				A
155	LIFE INSURANCE		250.00	0.00	0.00	0.00	250.00	0	-----	
TOTAL:	PERSONAL SERVICES		473,071.00	0.00	26,455.28	311,013.24	162,057.76	65	-----	
213	CONTRACTUAL SERVICES									
J-09012015-207	PROFESSIONAL SERV-AUDIT/ACCT ADM CHARGE		14,027.00	0.00	1,146.00	10,314.00	3,713.00	73	-----	A
					1,146.00	MONTHLY ADM CHG				
216	IFLS - OPERATING/MAINT		33,764.00	0.00	0.00	36,159.00	2,395.00	107	-----	
217	IFLS - COURIER/SELF CHECK		2,500.00	0.00	0.00	480.00	2,020.00	19	-----	
218	IFLS - CATALOGING		24,726.00	0.00	0.00	13,171.53	11,554.47	53	-----	
225	TELEPHONE		3,600.00	19.78	16.23	484.84	3,095.38	14	-----	
V-09032015-188	204926 CENTURYLINK		081406	1348918681	16.23	1348918681	032221	F	N	A
249	CONTRACTED MAINT & REPAIR		600.00	0.00	50.00	50.00	550.00	8	-----	
V-09032015-190	204957 STATE OF WISCONSIN		081596	384601	50.00	PERMIT/OPERATE ELEV			N	A

Exp. Guideline W/Detail II
FOR THE PERIOD(S) JAN 01, 2015 THROUGH SEP 30, 2015

SOURCE-JE-ID	VOUCHR/CUSTOMER/EXPLANATION	Revisd	ANNUAL 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.			
240	HUDSON AREA JOINT LIBRARY									
70	LIBRARY									
55111	LIBRARY									
	CONTRACTUAL SERVICES									
294	PROGRAMMING - ADULT		2,000.00	0.00	0.00	690.00	1,310.00	34	---	
295	PROGRAMMING - CHILDREN		2,500.00	0.00	0.00	1,565.00	935.00	62	-----	
298	MAINTENANCE AGMT & LEASES		5,500.00	145.78	269.00	2,249.35	3,104.87	43	----	
V-09032015-190	204934 EO JOHNSON OFFICE TECH	081587	CNIN798188		145.00	CNIN798188	032245	F N		A
V-09032015-190	204927 EO JOHNSON OFFICE TECH	081588	I00247008		124.00	I00247008	032249	F N		A
299	OTHER CONTRACTIONAL SERVICES		5,000.00	0.00	0.59	2,742.49	2,257.51	54	-----	
J-09302015-388	LIBRARY PAY PAL TRANS	1			0.59	SEPTEMBER DONATIONS				A
TOTAL: CONTRACTUAL SERVICES			94,217.00	165.56	1,481.82	67,906.21	26,145.23	72	-----	
	SUPPLIES & EXPENSES									
311	POSTAGE		5,000.00	0.00	13.58	1,450.11	3,549.89	29	--	
J-09302015-250	9.11 CLOSE OLD POST MA	1			7.76	CLOSE OLD POST MACH				A
J-09302015-387	POSTAGE 9-11/9-30	1			5.82	POSTAGE 9-11/9-30				A
312	OFFICE SUPPLIES		16,160.00	386.75	0.00	5,351.62	10,421.63	35	---	
324	MEMBERSHIPS & SUBSCRIPTIONS		500.00	0.00	0.00	205.00	295.00	41	----	
326	ADVERTISING		1,000.00	0.00	0.00	0.00	1,000.00	0		
339	TRAVEL & CONFERENCES		1,600.00	0.00	0.00	202.40	1,397.60	12	-	
B-09302015-290	PER FINANCE 9.15		1,600.00			TRNSFR 338 TO 339	1			B
357	MAINT & REPAIR SUPPLIES		1,000.00	776.47	57.32	180.25	43.28	95	-----	
V-09222015-322	205230 CARDMEMBER SERVICES	081768	950001210595		57.32	HOME DEPOT - LIGHT BULBS	032142	F N		A
392	BOOK PROCESSING		65,000.00	0.00	0.00	0.00	65,000.00	0		
395	BOOKS		65,000.00	3,093.18	2,667.59	37,911.69	23,995.13	63	-----	
V-09032015-190	204952 BAKER & TAYLOR	081585	2030918083		108.18	2030918083	032237	F N		A
V-09032015-190	204948 BAKER & TAYLOR	081585	2030929326		60.95	2030929326	032233	F N		A
V-09032015-190	204951 BAKER & TAYLOR	081585	2030933159		323.32	2030933159	032236	F N		A
V-09032015-190	204949 BAKER & TAYLOR	081585	2030935737		38.24	2030935737	032234	F N		A
V-09032015-190	204950 BAKER & TAYLOR	081585	2030938315		209.72	2030938315	032235	F N		A
V-09032015-190	204947 BAKER & TAYLOR	081585	2030940106		78.35	2030940106	032232	F N		A
V-09032015-190	204944 BAKER & TAYLOR	081585	2030946575		532.30	2030946575	032229	F N		A
V-09032015-190	204946 BAKER & TAYLOR	081585	2030953120		68.91	2030953120	032231	F N		A
V-09032015-190	204945 BAKER & TAYLOR	081585	2030953314		28.39	2030953314	032230	F N		A
V-09032015-190	204941 BAKER & TAYLOR	081585	2030955697		7.27	2030955697	032226	F N		A
V-09032015-190	204942 BAKER & TAYLOR	081585	2030955698		3.77	2030955698	032227	F N		A
V-09032015-190	204943 BAKER & TAYLOR	081585	2030955699		15.09	2030955699	032228	F N		A
V-09032015-190	204931 BAKER & TAYLOR	081585	2030969656		278.03	2030969656	032242	F N		A
V-09032015-190	204932 BAKER & TAYLOR	081585	2030972976		279.74	2030972976	032243	F N		A
V-09032015-190	204930 BAKER & TAYLOR	081585	2030973541		21.24	2030973541	032241	F N		A

Exp. Guideline W/Detail II
FOR THE PERIOD(S) JAN 01, 2015 THROUGH SEP 30, 2015

SOURCE-JE-ID		VOUCHR/CUSTOMER/EXPLANATION	Revisd	ANNUAL 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.				
240		HUDSON AREA JOINT LIBRARY										
70		LIBRARY										
55111		LIBRARY										
		SUPPLIES & EXPENSES										
395		BOOKS										
V-09032015-190	204929	BAKER & TAYLOR	081585	2030975510		49.18	2030975510	032240	F	N		A
V-09032015-190	204928	BAKER & TAYLOR	081585	2030979260		24.05	2030979260	032239	F	N		A
V-09032015-190	204933	BAKER & TAYLOR	081585	2030991960		311.99	2030991960	032244	F	N		A
V-09032015-190	204956	GUNNLAUGSSON/NICKY	081590	369421		13.00	RTRN LOST BOOK			N		A
V-09032015-190	204954	SAGE PUBLICATIONS INC	081595	148016KI		215.87	WSHINGTON INFO DIR			N		A
396		TECHNOLOGY	24,700.00		0.00	0.00	16,173.49	8,526.51	65	-----		
397		PERIODICALS	7,000.00		0.00	0.00	300.00	6,700.00	4	-----		
398		AUDIO-VISUALS	18,000.00		850.72	453.21	11,524.45	5,624.83	68	-----		
V-09032015-190	204955	LADYSMITH CNTY COMM LI	081591	381574		22.00	LOST & PD BK/HUDSON			N		A
V-09032015-190	204935	MIDWEST TAPE	081593	93104120		105.53	93104120	032248	F	N		A
V-09032015-190	204937	MIDWEST TAPE	081593	93110465		14.99	93110465	032225	F	N		A
V-09032015-190	204940	MIDWEST TAPE	081593	93110466		44.99	93110466	032224	F	N		A
V-09032015-190	204939	MIDWEST TAPE	081593	93110468		179.95	93110468	032223	F	N		A
V-09032015-190	204938	MIDWEST TAPE	081593	93119317		28.77	93119317	032222	F	N		A
V-09032015-190	204953	MIDWEST TAPE	081593	93135773		44.99	93135773	032238	F	N		A
V-09032015-190	204936	MIDWEST TAPE	081593	93136207		11.99	93136207	032247	F	N		A
399		ACTIVITY SUPPLIES	1,500.00		0.00	310.00	874.77	625.23	58	-----		
V-09222015-322	205230	CARDMEMBER SERVICES	081768	950001210595		310.00	TARGET GIFT CARDS	032246	F	N		A
TOTAL: SUPPLIES & EXPENSES			206,460.00		5,107.12	3,501.70	74,173.78	127,179.10	38	---		
FIXED CHARGES												
510		WORKERS COMPENSATION INS.	1,100.00		0.00	0.00	1,222.00	122.00	111	-----		!
511		PUBLIC LIABILITY	1,700.00		0.00	0.00	1,491.00	209.00	87	-----		
513		PUBLIC OFFICIALS	2,100.00		0.00	0.00	2,253.00	153.00	107	-----		
517		PROPERTY INS	1,700.00		0.00	0.00	1,632.00	68.00	96	-----		
532		RENT	135,000.00		0.00	11,035.00	99,315.00	35,685.00	73	-----		
J-09012015-210		SEPT RENT	1			11,035.00	LIBRARY RENT					A
TOTAL: FIXED CHARGES			141,600.00		0.00	11,035.00	105,913.00	35,687.00	74	-----		
TOTAL: LIBRARY			915,348.00		5,272.68	42,473.80	559,006.23	351,069.09	61	-----		
TOTAL: LIBRARY			915,348.00		5,272.68	42,473.80	559,006.23	351,069.09	61	-----		
TOTAL: HUDSON AREA JOINT LIBRARY			915,348.00		5,272.68	42,473.80	559,006.23	351,069.09	61	-----		

Exp. Guideline W/Detail II
FOR THE PERIOD(S) JAN 01, 2015 THROUGH SEP 30, 2015

SOURCE-JE-ID	VOUCHR/CUSTOMER/EXPLANATION	Revisd	ANNUAL 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		915,348.00	5,272.68	42,473.80	559,006.23	351,069.09	61	-----	
	TOTAL NUMBER OF RECORDS PRINTED		87							

APS ACCOUNTS PAYABLE
09/17/2015 15:38:37

Schedule of Bills by Fund

CITY OF HUDSON
GL050S-V07.27 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 921LIB COMMENT... 9/21 HRA QTRLY FEES

DATA-JE-ID DATA COMMENT

W-09212015-267 9/21 HRA QTRLY FEES

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP
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 *****							
MIDAMERICA ADMINISTRATIV 2ND QTR HRA FEES	15.00	HEALTH INSURANCE	240.70.55111.154	205102	5474		P 267 00001
HUDSON AREA JOINT LIBRARY	15.00	*****					

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:	15.00						

RECORDS PRINTED - 000001

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	15.00
TOTAL	ALL FUNDS	15.00

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	15.00
TOTAL	ALL BANKS	15.00

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

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

APS ACCOUNTS PAYABLE
09/24/2015 11:08:07

Schedule of Bills by Fund

CITY OF HUDSON
GL050S-V07.27 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 924LIB COMMENT... AUGUST SALES TAX

DATA-JE-ID DATA COMMENT

W-09242015-309 AUGUST SALES TAX

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP
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 *****							
WI DEPT OF REVENUE AUGUST SALES TAX	21.97	SALES TAX PAYABLE	240.24210	205287	8312015		P 309 00001
HUDSON AREA JOINT LIBRARY	21.97	*****					

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:	21.97						

RECORDS PRINTED - 000001

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	21.97
TOTAL	ALL FUNDS	21.97

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	21.97
TOTAL	ALL BANKS	21.97

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

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

APS ACCOUNTS PAYABLE
09/29/2015 12:53:23

Schedule of Bills by Fund

CITY OF HUDSON
GL050S-V07.27 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 929CCL COMMENT... 9/29 CARDMEMBER SERVICES

DATA-JE-ID	DATA COMMENT
-----	-----
W-09292015-323	9/29 CARDMEMBER SERVICES

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP
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									
HOME DEPOT - LIGHT BULBS	57.32	MAINT & REPAIR SUPPLIES	240.70.55111.357	205230	950001210595	032142	F	323	00001
TARGET GIFT CARDS	310.00	ACTIVITY SUPPLIES	240.70.55111.399	205230	950001210595	032246	F	323	00002
	367.32	*VENDOR TOTAL							
HUDSON AREA JOINT LIBRARY	367.32	*****							

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:	367.32						

RECORDS PRINTED - 000002

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	367.32
TOTAL	ALL FUNDS	367.32

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	367.32
TOTAL	ALL BANKS	367.32

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

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

APS ACCOUNTS PAYABLE
10/01/2015 13:32:12

Schedule of Bills by Fund

CITY OF HUDSON
GL050S-V07.27 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 1001LI COMMENT... 10/01 AT&T

DATA-JE-ID DATA COMMENT

W-10012015-350 10/01 AT&T

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP
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 9-16/10-15 377-0809	18.45	TELEPHONE	240.70.55111.225	205393	715Z0800430915		P 350 00001
SVC 9-16/10-15 386.3101	18.45	TELEPHONE	240.70.55111.225	205393	715Z0800430915		P 350 00002
	36.90	*VENDOR TOTAL					
HUDSON AREA JOINT LIBRARY	36.90	*****					

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:	36.90						

RECORDS PRINTED - 000002

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	36.90
TOTAL	ALL FUNDS	36.90

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	36.90
TOTAL	ALL BANKS	36.90

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

DATE APPROVED BY
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.....

APS ACCOUNTS PAYABLE
10/02/2015 13:58:45

Schedule of Bills by Fund

CITY OF HUDSON
GL050S-V07.27 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 1002LI COMMENT... 10/2 CENTURYLINK,DONALDS

DATA-JE-ID DATA COMMENT

W-10022015-371 10/2 CENTURYLINK,DONALDS

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP
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 1350807867	3.55	TELEPHONE	240.70.55111.225	205420	1350807867	032423	F 371 00001
DONALDSON/LINDA ANNUITANT HLT-OCT	116.87	HEALTH INSURANCE	240.70.55111.154	205421	10/2015		P 371 00002
ANNUITANT HLT-OCT	137.06	HEALTH INSURANCE	240.70.55111.154	205421	10/2015		P 371 00003
	253.93	*VENDOR TOTAL					
HUDSON AREA JOINT LIBRARY	257.48	*****					

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:	257.48						

RECORDS PRINTED - 000003

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	257.48
TOTAL	ALL FUNDS	257.48

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	257.48
TOTAL	ALL BANKS	257.48

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

DATE APPROVED BY
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.....

APS ACCOUNTS PAYABLE
10/09/2015 14:23:32

Schedule of Bills by Fund

CITY OF HUDSON
GL050S-V07.27 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 1009LI COMMENT... 10/9 CENTURYLINK

DATA-JE-ID DATA COMMENT

W-10092015-439 10/9 CENTURYLINK

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP
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							
1352019223	16.23	TELEPHONE	240.70.55111.225	205482	1352019223	032542	F 439 00001
1353706768	5.45	TELEPHONE	240.70.55111.225	205530	1353716768	032611	F 439 00002
	21.68	*VENDOR TOTAL					
HUDSON AREA JOINT LIBRARY	21.68	*****					

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:	21.68						

RECORDS PRINTED - 000002

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	21.68
TOTAL	ALL FUNDS	21.68

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	21.68
TOTAL	ALL BANKS	21.68

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

DATE APPROVED BY
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.....

APS ACCOUNTS PAYABLE
10/09/2015 14:55:34

Schedule of Bills by Fund

CITY OF HUDSON
GL050S-V07.27 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 1020LI COMMENT... 10/20 PAYMENTS

DATA-JE-ID DATA COMMENT

W-10092015-441 10/20 PAYMENTS

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP
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 *****									
B & B ELECTRIC INC 69749	750.97	MAINT & REPAIR SUPPLIES	240.70.55111.357	205496	69749	032454	F	441	00001
BAKER & TAYLOR									
2031084221	40.89	BOOKS	240.70.55111.395	205484	2031084221	032550	F	441	00018
2031100667	163.85	BOOKS	240.70.55111.395	205485	2031100667	032549	F	441	00020
2031072969	436.17	BOOKS	240.70.55111.395	205486	2031072969	032548	F	441	00016
2031080467	354.57	BOOKS	240.70.55111.395	205487	2031080467	032547	F	441	00017
2031089627	149.50	BOOKS	240.70.55111.395	205488	2031089627	032546	F	441	00019
2031003948	7.81	BOOKS	240.70.55111.395	205503	2031003948	032374	F	441	00004
2031003949	9.44	BOOKS	240.70.55111.395	205504	2031003949	032373	F	441	00005
2031004367	43.67	BOOKS	240.70.55111.395	205505	2031004367	032372	F	441	00006
2031000738	128.37	BOOKS	240.70.55111.395	205506	2031000738	032371	F	441	00002
2031003642	85.01	BOOKS	240.70.55111.395	205507	2031003642	032370	F	441	00003
2031013016	139.79	BOOKS	240.70.55111.395	205508	2031013016	032369	F	441	00007
2031062533	75.50	BOOKS	240.70.55111.395	205509	2031062533	032491	F	441	00015
2031031069	74.42	BOOKS	240.70.55111.395	205510	2031031069	032467	F	441	00009
5013777395	107.34	BOOKS	240.70.55111.395	205511	5013777395	032468	F	441	00024
2031036066	10.70	BOOKS	240.70.55111.395	205512	2031036066	032469	F	441	00010
2031024440	409.21	BOOKS	240.70.55111.395	205513	2031024440	032470	F	441	00008
2031046365	387.87	BOOKS	240.70.55111.395	205514	2031046365	032471	F	441	00011
2031057614	58.84	BOOKS	240.70.55111.395	205518	2031057614	032488	F	441	00012
2031057821	106.81	BOOKS	240.70.55111.395	205519	2031057821	032489	F	441	00013
2031058205	6.29	BOOKS	240.70.55111.395	205520	2031058205	032490	F	441	00014
2031113578	116.54	BOOKS	240.70.55111.395	205537	2031113578	032605	F	441	00023
2031113073	44.07	BOOKS	240.70.55111.395	205538	2031113073	032604	F	441	00022
2031108762	539.65	BOOKS	240.70.55111.395	205539	2031108762	032603	F	441	00021
	3,496.31	*VENDOR TOTAL							
CDW GOVERNMENT INC XW19530	207.11	OFFICE SUPPLIES	240.70.55111.312	205517	XW19530	032474	F	441	00025
DEMCO 5683887	76.71	OFFICE SUPPLIES	240.70.55111.312	205501	5683887	032459	F	441	00026
EO JOHNSON OFFICE TECHNO CNIN803896	21.78	MAINTENANCE AGMT & LEASE	240.70.55111.298	205516	CNIN803896	032472	F	441	00027
EO JOHNSON OFFICE TECHNO I00252976	124.00	MAINTENANCE AGMT & LEASE	240.70.55111.298	205483	I00252976	032551	F	441	00028
GALE									
56244592	76.47	BOOKS	240.70.55111.395	205492	56244592	032497	F	441	00032
56037072	50.23	BOOKS	240.70.55111.395	205493	56037072	032368	F	441	00031
55772129	24.74	BOOKS	240.70.55111.395	205494	55772129	032376	F	441	00029
55875157	135.70	BOOKS	240.70.55111.395	205495	55875157	032375	F	441	00030
	287.14	*VENDOR TOTAL							

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 *****									
HUDSON HOME & GARDEN CLU 25 HUDSON CALENDARS	275.00	PREPAID EXPENSES	240.16220	205525	2016-18		P	441	00033
INDIANHEAD FEDERATED 215411 - BARCODE SCANNER	380.00	TECHNOLOGY	240.70.55111.396	205540	215411	032612	F	441	00034
LABLANC/LAURIE RETURNED LOST BOOK	13.15	BOOKS	240.70.55111.395	205542	466670		P	441	00035
MIDWEST TAPE									
93225273	34.99	AUDIO-VISUALS	240.70.55111.398	205489	93225273	032545	F	441	00045
93233548	27.99	AUDIO-VISUALS	240.70.55111.398	205490	93233548	032544	F	441	00046
93233580	14.99	AUDIO-VISUALS	240.70.55111.398	205491	93233580	032543	F	441	00047
93187426	34.99	AUDIO-VISUALS	240.70.55111.398	205497	93187426	032455	F	441	00039
93187428	34.99	AUDIO-VISUALS	240.70.55111.398	205498	93187428	032456	F	441	00040
93162095	44.99	AUDIO-VISUALS	240.70.55111.398	205499	93162095	032457	F	441	00037
93162119	15.99	AUDIO-VISUALS	240.70.55111.398	205500	93162119	032458	F	441	00038
93153218	84.98	AUDIO-VISUALS	240.70.55111.398	205502	93153218	032377	F	441	00036
93207352	39.99	AUDIO-VISUALS	240.70.55111.398	205521	93207352	032492	F	441	00042
93209126	57.97	AUDIO-VISUALS	240.70.55111.398	205522	93209126	032493	F	441	00043
93218203	89.98	AUDIO-VISUALS	240.70.55111.398	205523	93218203	032494	F	441	00044
93192506	39.99	AUDIO-VISUALS	240.70.55111.398	205524	93192506	032495	F	441	00041
93250543	59.56	AUDIO-VISUALS	240.70.55111.398	205532	93250543	032610	F	441	00049
93243528	29.99	AUDIO-VISUALS	240.70.55111.398	205533	93243528	032609	F	441	00048
93252645	94.98	AUDIO-VISUALS	240.70.55111.398	205534	93252645	032608	F	441	00052
93252644	34.99	AUDIO-VISUALS	240.70.55111.398	205535	93252644	032607	F	441	00051
93252643	27.99	AUDIO-VISUALS	240.70.55111.398	205536	93252643	032606	F	441	00050
	769.35	*VENDOR TOTAL							
PEPIN PUBLIC LIBRARY PATRON PYMT/BOOK	8.00	BOOKS	240.70.55111.395	205541	439506		P	441	00053
PRESCOTT PUBLIC LIBRARY PATRON PYMT-PRESCOTT BK	10.95	BOOKS	240.70.55111.395	205526	38262000279422		P	441	00054
QUILL CORPORATION 7644787	102.93	OFFICE SUPPLIES	240.70.55111.312	205515	7644787	032473	F	441	00055
TOMPKINS/TERRI LYNN CHGED BILL FEE IN ERROR	5.00	BOOKS	240.70.55111.395	205527	434769		P	441	00056
HUDSON AREA JOINT LIBRARY *****	6,528.40								

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:	6,528.40						

RECORDS PRINTED - 000056

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	6,528.40
TOTAL	ALL FUNDS	6,528.40

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	6,528.40
TOTAL	ALL BANKS	6,528.40

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

DATE APPROVED BY
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.....

HUDSON AREA JOINT LIBRARY
Balance Sheet
SEPTEMBER 30, 2015

-----FUND----- 240

ACCOUNT -----	BEGINNING BALANCE -----	ACTUAL-THIS MONTH -----	ACTUAL-THIS YEAR -----	ENDING BALANCE -----
ASSETS -----				
CURRENT ASSETS:				
240.11100	271,185.65	44,994.88CR	139,299.82	410,485.47
240.11200	9,303.28	0.00	9,303.28CR	0.00
240.11381	10,560.47	110.00	2,854.86	13,415.33
240.11385	162.76	0.00	0.74	163.50
240.11386	0.00	0.00	0.04	0.04
240.11801	1,815.80	9.41	1,806.39CR	9.41
240.13100	168.00	0.00	168.00CR	0.00
240.16220	3,744.00	0.00	3,744.00CR	0.00
TOTAL CURRENT ASSETS:	296,939.96	44,875.47CR	127,133.79	424,073.75
FIXED ASSETS:				
240.18300	523,386.30	0.00	0.00	523,386.30
240.18390	91,245.56CR	0.00	0.00	91,245.56CR
240.18500	179,401.59	0.00	0.00	179,401.59
240.18590	78,715.55CR	0.00	0.00	78,715.55CR
240.18810	406,023.12	0.00	0.00	406,023.12
240.18820	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:	1,300,807.10	44,875.47CR	127,133.79	1,427,940.89
LIABILITIES AND FUND BALANCE -----				
CURRENT LIABILITIES:				
240.21200	4,460.56CR	4,769.66	4,460.56	0.00
240.21210	15.00CR	0.00	15.00	0.00
240.21300	151.50CR	0.00	151.50	0.00
240.21700	15,720.34CR	0.00	15,720.34	0.00
240.21810	25,546.60CR	0.00	0.00	25,546.60CR
240.21811	1,225.63CR	0.00	0.00	1,225.63CR
240.21900	28,932.85CR	0.00	0.00	28,932.85CR
240.24210	36.96CR	6.55	21.54	15.42CR
TOTAL CURRENT LIABILITIES:	76,089.44CR	4,776.21	20,368.94	55,720.50CR
LONG TERM LIABILITIES:				
240.28999	428.70	41.89CR	556.59CR	127.89CR
TOTAL LONG TERM LIABILITIES:	428.70	41.89CR	556.59CR	127.89CR
TOTAL LIABILITIES:	75,660.74CR	4,734.32	19,812.35	55,848.39CR
FUND BALANCE:				
240.34175	10,723.23CR	0.00	2,668.83CR	13,392.06CR
240.34300	1,214,423.13CR	0.00	2,668.83	1,211,754.30CR
240.34400	0.00	2,332.65CR	705,952.37CR	705,952.37CR
240.34500	0.00	42,473.80	559,006.23	559,006.23
TOTAL FUND BALANCE:	1,225,146.36CR	40,141.15	146,946.14CR	1,372,092.50CR
TOTAL LIABILITIES AND FUND BALANCE:	1,300,807.10CR	44,875.47	127,133.79CR	1,427,940.89CR

**HUDSON AREA LIBRARY
REVENUE EXPENDITURE COMPARISON**

	Code	Budget	Year to Date		Variance from Prior Yr.		% of 2015 Budget
			SEPTEMBER		\$	%	
			2015	2014			
Revenue							
City of Hudson	49210	295,000	\$ 300,900	\$ 295,000	\$ 5,900	2%	102%
Village of N. Hudson	47310	84,962	\$ 41,408	\$ 84,962	\$ (43,555)		49%
Town of Hudson	47310	191,538	\$ 197,283	\$ 191,537	\$ 5,746	3%	103%
Town of St. Joseph	47310	86,788	\$ 43,394	\$ 43,394	\$ 0		50%
St. Croix County	47310	81,436	\$ 81,690	\$ 82,613	\$ (923)	-1%	100%
Other Counties	47310	5,169	\$ 5,169	\$ 7,082	\$ (1,913)	-27%	100%
Copies, Fines, Misc.	46710	40,000	\$ 25,556	\$ 29,466	\$ (3,910)	-13%	64%
Donations - Other	48561	0	\$ 2,836	\$ -	\$ 2,836		
Donation - Literacy Program	48562	1,160	\$ 1,185	\$ -	\$ 1,185		
Donations - History Collection	48500	0	\$ -	\$ 25	\$ (25)		
Donation - Friends Pledge	48100	0	\$ 500	\$ -	\$ 500		
Donation - Bridge the Gap	48101	25,000	\$ 3,640	\$ 1,525			
Total Revenue		\$ 811,053	\$ 703,560	\$ 735,605	\$ (34,159)	-5%	87%
Staff Compensation							
Full Time Salaries	121	153,571	\$ 105,760	\$ 117,668	\$ (11,908)	-10%	69%
Overtime Salaries	122	200	\$ 1,296	\$ 266	\$ 1,031		648%
Part Time Salaries	125	198,078	\$ 124,873	\$ 121,470	\$ 3,403	3%	63%
FICA	151	26,916	\$ 18,460	\$ 18,879	\$ (419)	-2%	69%
Pension	152	23,926	\$ 13,749	\$ 14,732	\$ (983)	-7%	57%
Health Insurance	154	70,130	\$ 46,876	\$ 52,055	\$ (5,179)	-10%	67%
Life Insurance	155	250	\$ -	\$ -	\$ -		
Staff Compensation Subtotal		473,071	\$ 311,013	\$ 325,069	\$ (14,056)	-4%	66%
General Operating Expenses							
Hudson Finance/Personnel Fee	213	14,027	\$ 10,314	\$ 10,314	\$ -	0%	74%
IFLS-operating/maintenance	216	33,764	\$ 36,159	\$ 53,732	\$ (17,573)	-33%	107%
IFLS-addl courier/self check	217	2,500	\$ 480	\$ -	\$ 480		19%
IFLS-cataloging	218	24,726	\$ 13,172	\$ -	\$ 13,172		53%
Telephone	225	3,600	\$ 485	\$ 644	\$ (159)	-25%	13%
Contracted Maint. & Repair	249	600	\$ 50	\$ 317	\$ (267)	-84%	8%
Programming - Adult	294	2,000	\$ 690	\$ 180	\$ 510	283%	35%
Programming - Children	295	2,500	\$ 1,565	\$ 885	\$ 680		63%
Maintenance Agmt/Leases	298	5,500	\$ 2,249	\$ 3,056	\$ (807)	-26%	41%
Contract Services	299	5,000	\$ 2,743	\$ 2,378	\$ 366	15%	55%
Postage	311	5,000	\$ 1,450	\$ 502	\$ 948	189%	29%
Office Supplies	312	16,160	\$ 5,352	\$ 5,162	\$ 190	4%	33%
Memberships	324	500	\$ 205	\$ 198	\$ 7	4%	41%
Advertising	326	1,000	\$ -	\$ 558	\$ (558)		0%
Staff Development	338	1,600	\$ -	\$ 554	\$ (554)		0%
Conferences & Travel	339	0	\$ 202	\$ 534	\$ (332)		
Maint & Repair Supplies	357	1,000	\$ 180	\$ 614	\$ (434)	-71%	18%
Books	395	65,000	\$ 37,912	\$ 44,945	\$ (7,033)	-16%	58%
Technology	396	24,700	\$ 16,173	\$ 8,796	\$ 7,377	84%	65%
Periodicals	397	7,000	\$ 300	\$ 536	\$ (236)	-44%	4%
Audio-Visual	398	18,000	\$ 11,524	\$ 9,246	\$ 2,278	25%	64%
Activity Fund	399	1,500	\$ 875	\$ 1,150	\$ (275)	-24%	58%
Ins. Workers Comp.	510	1,100	\$ 1,222	\$ 1,033	\$ 189	18%	111%
Ins. Public Liab.	511	1,700	\$ 1,491	\$ 1,615	\$ (124)	-8%	88%
Ins. Public Officials	513	2,100	\$ 2,253	\$ 1,934	\$ 319	16%	107%
Ins. Property Ins.	517	1,700	\$ 1,632	\$ 1,614	\$ 18	1%	96%
Bld. Occupancy Exp.	532	135,000	\$ 99,315	\$ 99,315	\$ -	0%	74%
General Operating Subtotal		377,277	\$ 247,994	\$ 249,812	\$ (1,818)	-1%	66%
Total Operating Expenses		850,348	\$ 559,007	\$ 574,882	\$ (15,874)	-3%	66%
NET OPERATING REVENUE (EXPENSE)		-39,295	\$ 144,553	\$ 160,723	\$ (18,285)	-11%	
Insurance Reimbursement	46711	0	\$ -	\$ 20,346	\$ (20,346)		
Interest	48562	0	\$ 1,747	\$ 1,372	\$ 376		
Gain/Loss on marketable investments	48564	0	\$ 644	\$ 7,582	\$ (6,937)	-91%	
NET REVENUE (EXPENSE)			\$ 146,945	\$ 190,022	\$ (45,192)	-24%	

**HUDSON AREA JOINT LIBRARY
CLAIMS FOR PAYMENT
10/20/2015**

Batch	Purpose	Amount	Subtotal
10/1/2015	City of Hudson Admin charge	\$ 1,146.00	
10/1/2015	City of Hudson Occupancy costs	\$ 11,035.00	
9/11/2015	City of Hudson postage	\$ 7.76	
9/21/2015	Midamerican 2nd Q HRA fee	\$ 15.00	
9/24/2015	State of Wisconsin sales tax	\$ 21.97	
9/29/2015	Cardmember Services	\$ 367.32	
10/2/2015	AT&T	\$ 36.90	
10/2/2015	Linda Donaldson annuitant health insurance	\$ 253.93	
10/2/2015	Centurylink	\$ 3.55	
Claims paid since previous approval			\$ 12,887.43
1020LI	see detail provided	\$ 6,528.40	
Claims to be paid			\$ 6,528.40
NON-PAYROLL TOTALS			\$ 19,415.83
	Biweekly payroll 9/11/2015	\$ 13,247.10	
	Biweekly payroll 9/25/2015	\$ 13,193.18	
	Biweekly payroll 10/09/2015	\$ 12,487.70	
PAYROLL TOTALS			\$ 38,927.98
TOTAL FOR APPROVAL			\$ 58,343.81

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

Date _____

Approved by _____