

## LIBRARY BOARD MEETING AGENDA

Tuesday January 27, 2026, 6:30pm

Location: 2<sup>nd</sup> Floor Program Room

STREAM VIA ZOOM

<https://us02web.zoom.us/j/85986735998?pwd=SS9MRkJQOVBRcE0rRTN5VEtBOGZpQT09>

Meeting ID: 859 8673 5998

Passcode: Fk1S8kwf

Board of Trustees	Attended
<i>Name, Position Title, Year Board Term Expires</i>	
1. Sarah Leinweber, President, 2017-2026	
2. Erin Jelenchick, Vice President, 2020-2027	
3. Sam Dettmann, Village Board Representative, 2024-2025	
4. Nathan Christenson, School District Representative, 2024-2025	
5. Claire Flannery, Member, 2020-2026	
6. Nikki DeGuire, Member, 2024-2027	
7. Ellie Gettinger, Member, 2019-2028	
<b>Staff</b>	
Nyama Reed, Library Director	

## CALL TO ORDER

	Item	Action Desired	1st	2nd	Pass
6:30	1. Statement of Public Notice				
6:31	2. Public Comment – limit to five minutes; the Board cannot discuss or act on any issue that is not duly noticed on the agenda.				
6:33	3. Consent Agenda - Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business. <ul style="list-style-type: none"> <li>a. Minutes of December 16, 2025 meeting</li> <li>b. Finance Report Through December 31, 2025</li> <li>c. Department Reports</li> <li>d. Monthly Statistics</li> </ul>	Motion			
6:35	4. Foundation Update by President Amy Pequignot	Discuss			
6:50	5. Department Presentation: Adult Services by Scott Lenski	Discuss			
7:20	6. Strategic Plan: 2026-2030 Workplan and Priorities	Approve			
7:50	7. 2026 Library Operational Workplan	Approve			
8:00	8. Library Board Recruitment	Approve			
8:10	9. Annual Report to Department of Public Instruction	Approve			
8:20	10. Director's Report	Discuss			
8:30	ADJOURNMENT	Motion			

## BOARD MEETINGS

- February 2, 2025, Monday, 6:00-8:30 pm - Village of WFB Board, @Village Hall
- February 9, 2025, Monday, 6:00-7:15 pm – Foundation Board, @Library
- February 16, 2025, Monday, 6:00-8:30 pm - Village of WFB Board, @Village Hall
- February 18, 2025, Tuesday, 6:00-7:15 pm - Friends of the Library Board, @Library
- February 24, 2025, Tuesday, 6:30-8:30 pm - Library Board, @Library

## LIBRARY BOARD MEETING MINUTES

Tuesday December 16, 2025, 6:30pm

Pending at January 27, 2026



Board of Trustees	Attended
Name, Position Title, Year Board Term Expires	
1. Sarah Leinweber, President, 2017-2026	In-person
2. Erin Jelenchick, Vice President, 2020-2027	In-person (6:45 arrival)
3. Sam Dettmann, Village Board Representative, 2024-2025	Zoom
4. Nathan Christenson, School District Representative, 2024-2025	In-person
5. Claire Flannery, Member, 2020-2026	Absent
6. Nikki DeGuire, Member, 2024-2027	In-person
7. Ellie Gettinger, Member, 2019-2028	In-person (7:19 exit)
<b>Staff</b>	
Nyama Reed, Library Director	In-person
Katie Kiekhaefer, Head of Youth Services	In-person (6:30-7:00)

3 high school students for class assignment

CALL TO ORDER 6:31pm

1. Statement of Public Notice
2. Public Comment – limit to five minutes; the Board cannot discuss or act on any issue that is not duly noticed on the agenda.

Item	Action Desired	1st	2nd	Pass
3. Consent Agenda - Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business. <ol style="list-style-type: none"> <li>a. Minutes of November 18, 2025 meeting</li> <li>b. Finance Report Through November 30, 2025</li> <li>c. Department Reports</li> <li>d. Monthly Statistics</li> </ol>	Motion	Christenson	DeGuire	Unanimous

Motion to approve consent agenda as presented.

4. Department Presentation: Youth Services (Kiekhaefer)	Discuss			
Ms. Kiekhaefer presented on youth services programming, collections, and staffing. The Board thanks her for her years of service and leadership.				
5. Strategic Plan: WFBPL Community Survey, SWOT, Mission, Guiding Principles	Approve	Christenson	Jelenchick	Unanimous

Director Reed and Trustee DeGuire presented information as delineated in packet. Motion to approve revisions to guiding principles as noted in presentation slides.

6. Revised Head of Youth Services Job Description & Job Posting	Approve	DeGuire	Christenson	Unanimous
---	---------	---------	-------------	-----------

Motion to approve the Head of Youth Services job description and job posting as presented.

7. Trustee Training: Trustee Handbook Chapters 14-16	Discuss			
--	---------	--	--	--

Reviewed trustee training topics as presented in packet.

8. Director's Report	Discuss			
----------------------	---------	--	--	--

Acceptance of Director's Report

9. 2026 Library Staff Wages	Motion	Christenson	DeGuire	Unanimous
-----------------------------	--------	-------------	---------	-----------

Motion to approve the following wage adjustments for staff meeting performance expectations, effective January 1, 2026:

1. Set the Shelves starting wage at \$10.00 and adjust current Shelves based on years of experience.
2. Set the Reference Assistant starting wage at \$17.98 and adjust current staff based on years of experience.
3. Approve a 3.0 percent wage increase, consistent with the Village adjustment, for all other eligible staff.

10. The Board may convene into Closed Session to pursuant to Wisconsin State Statute 19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session – Library Director Annual Evaluation and Potential Basement Lease	Roll Call In	Dettman	Christenson	Unanimous
11. The Board may reconvene to open session. The Board reserves the right to take action on any topic discussed in Closed Session.	Motion	Jelenchick	Christenson	Unanimous

Motion to approve 3.0 percent wage increase and \$500 merit bonus based on 2025 performance for our amazing Director Reed.

ADJOURNMENT 9:00pm	Motion	Christenson	Dettman	Unanimous
--------------------	--------	-------------	---------	-----------

01/23/2026 02:19 PM

User: N.Reed  
DB: Whitefish Bay

## REVENUE AND EXPENDITURE REPORT FOR WHITEFISH BAY

PERIOD ENDING 12/31/2025

% Fiscal Year Completed: 100.00

Page: 1/4

GL NUMBER	DESCRIPTION	END BALANCE	2025	YTD BALANCE	AVAILABLE	% BDGT USED		
		12/31/2024 NORMAL (ABNORMAL)	ORIGINAL BUDGET	12/31/2025 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)			
Fund 13 - Library Special Revenue Fund								
Revenues								
Function: Unclassified								
Dept 00000								
Taxes								
13-00000-41100	Property Taxes	900,526.00	930,490.00	930,490.00	0.00	100.00		
Taxes								
900,526.00	930,490.00	930,490.00	0.00	100.00				
Intergovernmental Revenue								
13-00000-43792	Other Grants	3,300.00	2,000.00	1,000.00	1,000.00	50.00		
Intergovernmental Revenue								
3,300.00	2,000.00	1,000.00	1,000.00	50.00				
Intergovernmental Revenue								
13-00000-43793	MCFLS Member Reserve Fund	58,091.00	75,948.00	76,193.00	(245.00)	100.32		
Intergovernmental Revenue								
58,091.00	75,948.00	76,193.00	(245.00)	100.32				
Fines, Fees, Penalties								
13-00000-45209	LIBRARY FINES	22,740.18	25,000.00	23,498.42	1,501.58	93.99		
13-00000-45210	Library Replacement Cards	68.60	150.00	116.70	33.30	77.80		
13-00000-45224	LIBRARY DAMAGE RECOVERY	(11.95)	0.00	0.00	0.00	0.00		
Fines, Fees, Penalties								
22,796.83	25,150.00	23,615.12	1,534.88	93.99				
Public Charges for Services								
13-00000-46712	LIBRARY ROOM RENT	4,155.45	5,500.00	3,515.00	1,985.00	63.91		
13-00000-46713	LIBRARY COPY AND FAX FEES	6,368.96	5,500.00	6,652.70	(1,152.70)	120.96		
13-00000-46715	MISCELLANEOUS REVENUE	861.93	0.00	0.00	0.00	0.00		
Public Charges for Services								
11,386.34	11,000.00	10,167.70	832.30	92.43				
Miscellaneous Revenue								
13-00000-48501	LIBRARY DONATIONS	4,330.00	2,000.00	3,026.00	(1,026.00)	151.30		
Miscellaneous Revenue								
4,330.00	2,000.00	3,026.00	(1,026.00)	151.30				
Unclassified								
13-00000-48504	Restricted Donation	0.00	0.00	12,818.00	(12,818.00)	100.00		
Unclassified								
0.00	0.00	12,818.00	(12,818.00)	100.00				
Total Dept 00000								
		1,000,430.17	1,046,588.00	1,057,309.82	(10,721.82)	101.02		
Total - Function Unclassified								
		1,000,430.17	1,046,588.00	1,057,309.82	(10,721.82)	101.02		
TOTAL REVENUES								
		1,000,430.17	1,046,588.00	1,057,309.82	(10,721.82)	101.02		
Expenditures								
Function: Unclassified								
Dept 93000 - LIBRARY SALARIES								
Unclassified								
13-93000-50100	Salaries	588,245.06	616,620.00	609,461.22	7,158.78	98.84		
13-93000-50101	Wages	0.00	0.00	2,600.00	(2,600.00)	100.00		
13-93000-50150	FICA Tax	44,553.57	47,171.00	46,273.61	897.39	98.10		

## REVENUE AND EXPENDITURE REPORT FOR WHITEFISH BAY

PERIOD ENDING 12/31/2025

% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	END BALANCE	2025	YTD BALANCE	AVAILABLE	% BDGT USED		
		12/31/2024 NORMAL (ABNORMAL)	ORIGINAL BUDGET	12/31/2025 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)			
Fund 13 - Library Special Revenue Fund								
Expenditures								
13-93000-50160	Health/Dental Insurance Premium	57,446.28	65,106.00	66,749.56	(1,643.56)	102.52		
13-93000-50161	Health Insurance Deductible (Direct Pay)	1,945.00	1,450.00	5,945.00	(4,495.00)	410.00		
13-93000-50162	Wellness Credit	0.00	0.00	166.68	(166.68)	100.00		
13-93000-50170	Retirement Contribution - ER portion	30,561.21	31,430.00	31,848.78	(418.78)	101.33		
13-93000-50180	Group Life Insurance Premium	1,499.30	1,656.00	1,683.31	(27.31)	101.65		
13-93000-50181	Disability Insurance Premium	0.00	1,656.00	0.00	1,656.00	0.00		
Unclassified		724,250.42	765,089.00	764,728.16	360.84	99.95		
Total Dept 93000 - LIBRARY SALARIES								
Dept 93200 - LIBRARY ADM EXP								
Unclassified								
13-93200-50190	Training/Meetings/Travel	6,223.56	4,500.00	3,404.61	1,095.39	75.66		
13-93200-50191	Membership Dues	1,088.10	1,200.00	841.78	358.22	70.15		
13-93200-50194	Personnel Related Expenses	803.45	700.00	1,343.90	(643.90)	191.99		
13-93200-50220	Attorney Contract	0.00	0.00	3,309.00	(3,309.00)	100.00		
13-93200-50250	Utilities	49,650.15	52,000.00	39,035.22	12,964.78	75.07		
13-93200-50251	Telephone/Internet	6,443.93	6,000.00	5,291.08	708.92	88.18		
13-93200-50300	Office Supplies	2,208.51	2,000.00	2,591.60	(591.60)	129.58		
13-93200-50301	Printing/Publishing/Copies	450.00	500.00	358.99	141.01	71.80		
13-93200-50302	Postage	10.89	25.00	16.50	8.50	66.00		
13-93200-50303	Covid Supplies	27.98	300.00	142.36	157.64	47.45		
13-93200-50360	Building Maintenance	22,046.99	13,000.00	9,235.53	3,764.47	71.04		
13-93200-50428	Library Director Designated	51,721.93	0.00	0.00	0.00	0.00		
13-93200-50760	Sales Tax	342.52	500.00	246.82	253.18	49.36		
Unclassified		141,018.01	80,725.00	65,817.39	14,907.61	81.53		
Total Dept 93200 - LIBRARY ADM EXP								
Dept 93300 - LIBRARY EQUIPMENT								
Unclassified								
13-93300-50240	IT Support Contract Services	28,279.78	28,000.00	38,819.85	(10,819.85)	138.64		
13-93300-50311	Copier Maintenance/Repair	3,176.16	3,500.00	3,146.27	353.73	89.89		
13-93300-50312	Material Processing/Repairs	3,481.34	3,700.00	4,644.88	(944.88)	125.54		
13-93300-50350	Maintenance Service & Supplies	33,960.00	34,050.00	34,370.00	(320.00)	100.94		
13-93300-50351	Custodial Supplies	3,785.06	6,000.00	3,165.64	2,834.36	52.76		
13-93300-50360	Building Maintenance	0.00	0.00	3,075.00	(3,075.00)	100.00		
13-93300-50400	MCFLS Supplies	1,955.74	1,600.00	1,316.71	283.29	82.29		
Unclassified		74,638.08	76,850.00	88,538.35	(11,688.35)	115.21		
Total Dept 93300 - LIBRARY EQUIPMENT								
Dept 93400 - LIBR PROG/SERVICES								
Unclassified								
13-93400-50401	MCFLS Membership	15,544.00	22,674.00	7,148.00	15,526.00	31.53		
13-93400-50402	Programs - Adult	0.00	500.00	421.15	78.85	84.23		
13-93400-50403	Programs - Children	507.74	500.00	324.41	175.50	64.88		
13-93400-50415	Programs - Young Adults	0.00	250.00	18.99	231.01	7.60		

## REVENUE AND EXPENDITURE REPORT FOR WHITEFISH BAY

PERIOD ENDING 12/31/2025

% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	END BALANCE	2025	YTD BALANCE	AVAILABLE	% BDGT USED
		12/31/2024 NORMAL (ABNORMAL)	ORIGINAL BUDGET	12/31/2025 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)	
Fund 13 - Library Special Revenue Fund						
Expenditures						
Unclassified		16,051.74	23,924.00	7,912.55	16,011.45	33.07
Total Dept 93400 - LIBR PROG/SERVICES		16,051.74	23,924.00	7,912.55	16,011.45	33.07
Dept 93500 - LIBRARY COLLECTIONS						
Unclassified						
13-93500-50410      Library Collection Materials		103,580.95	100,000.00	108,068.67	(8,068.67)	108.07
Unclassified		103,580.95	100,000.00	108,068.67	(8,068.67)	108.07
Total Dept 93500 - LIBRARY COLLECTIONS		103,580.95	100,000.00	108,068.67	(8,068.67)	108.07
Total - Function Unclassified		1,059,539.20	1,046,588.00	1,035,065.12	11,522.88	98.90
TOTAL EXPENDITURES		1,059,539.20	1,046,588.00	1,035,065.12	11,522.88	98.90
Fund 13 - Library Special Revenue Fund:						
TOTAL REVENUES		1,000,430.17	1,046,588.00	1,057,309.82	(10,721.82)	101.02
TOTAL EXPENDITURES		1,059,539.20	1,046,588.00	1,035,065.12	11,522.88	98.90
NET OF REVENUES & EXPENDITURES		(59,109.03)	0.00	22,244.70	(22,244.70)	100.00
BEG. FUND BALANCE		159,209.37	100,100.34	100,100.34		
END FUND BALANCE		100,100.34	100,100.34	122,345.04		
Fund 22 - LIBRARY EXPANSION FUND						
Revenues						
Function: Unclassified						
Dept 00000						
Miscellaneous Revenue						
22-00000-48110      INVESTMENT INCOME		14,798.45	0.00	12,736.87	(12,736.87)	100.00
Miscellaneous Revenue		14,798.45	0.00	12,736.87	(12,736.87)	100.00
Total Dept 00000		14,798.45	0.00	12,736.87	(12,736.87)	100.00
Total - Function Unclassified		14,798.45	0.00	12,736.87	(12,736.87)	100.00
TOTAL REVENUES		14,798.45	0.00	12,736.87	(12,736.87)	100.00
Fund 22 - LIBRARY EXPANSION FUND:						
TOTAL REVENUES		14,798.45	0.00	12,736.87	(12,736.87)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		14,798.45	0.00	12,736.87	(12,736.87)	100.00
BEG. FUND BALANCE		73,988.36	88,786.81	88,786.81		

01/23/2026 02:19 PM

User: N.Reed  
DB: Whitefish Bay

## REVENUE AND EXPENDITURE REPORT FOR WHITEFISH BAY

PERIOD ENDING 12/31/2025

% Fiscal Year Completed: 100.00

Page: 4/4

GL NUMBER	DESCRIPTION	END BALANCE	2025	YTD BALANCE	AVAILABLE	% BDGT USED
		12/31/2024 NORMAL (ABNORMAL)	ORIGINAL BUDGET	NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)	
Fund 22 - LIBRARY EXPANSION FUND						
END FUND BALANCE		88,786.81		88,786.81	101,523.68	
TOTAL REVENUES - ALL FUNDS		1,015,228.62		1,046,588.00		(23,458.69) 102.24
TOTAL EXPENDITURES - ALL FUNDS		1,059,539.20		1,046,588.00		11,522.88 98.90
NET OF REVENUES & EXPENDITURES						
BEG. FUND BALANCE - ALL FUNDS		(44,310.58)		0.00		
END FUND BALANCE - ALL FUNDS		233,197.73		188,887.15		(34,981.57) 100.00
		188,887.15		188,887.15		
				188,887.15		
				223,868.72		

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
Fund 13 Library Special Revenue Fund								
12/01/2025			<b>13-00000-11100 CASH IN BANK</b>		BEG. BALANCE		230,803.00	
12/03/2025	GJ	JE	Monthly Sales Tax ACH Payment	6195	(13.46)		230,789.54	
12/05/2025	CD	CHK	SUMMARY CD 12/05/2025		(10,183.74)		220,605.80	
12/05/2025	GJ	JE	Library - stripe monthly deposit	6204	516.01		221,121.81	
12/09/2025	CR	RCPT	Miscellaneous Revenue	240621	5,269.38		226,391.19	
12/10/2025	CR	RCPT	Daily Library Receipts	240654	291.07		226,682.26	
12/11/2025	CD	CHK	SUMMARY CD 12/11/2025		(2,865.24)		223,817.02	
12/12/2025	PR	CHK	SUMMARY PR 12/12/2025		(24,018.70)		199,798.32	
12/12/2025	CD	CHK	SUMMARY CD 12/12/2025		(414.82)		199,383.50	
12/14/2025	GJ	JE	Nayax deposit	6208	251.46		199,634.96	
12/19/2025	CD	CHK	SUMMARY CD 12/19/2025		(4,960.50)		194,674.46	
12/23/2025	CD	CHK	SUMMARY CD 12/23/2025		(4,292.23)		190,382.23	
12/25/2025	CR	RCPT	Daily Library Receipts	240878	5,522.25		195,904.48	
12/26/2025	PR	CHK	SUMMARY PR 12/26/2025		(32,005.52)		163,898.96	
12/30/2025	GJ	JE	Monthly Sales Tax ACH Payment	6210	(9.53)		163,889.43	
12/31/2025	GJ	JE	Monthly WRS ACH Payment	6199	(2,452.37)		161,437.06	
12/31/2025			<b>13-00000-11100 CASH IN BANK</b>		END BALANCE		161,437.06	
12/01/2025			<b>13-00000-21100 ACCOUNTS PAYABLE</b>		BEG. BALANCE		0.00	
12/02/2025	AP	INV	INGRAM LIBRARY SERVICES/INGRAM LIBRARY 20AC678 11/25 NOVEMBER 2025 STATEMENT		5,035.40		5,035.40	
12/02/2025	AP	INV	KANOPI, INC./KANOPI, INC. TICKETS & KKIDS CREDITS	480694	362.10		5,397.50	
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5507 RETURN OF 'SKETCH' DVD		(17.95)		5,379.55	
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4243 SMUIRF DVD		33.98		5,413.53	
12/02/2025	AP	INV	MARRIOTT/MARRIOTT WLA CONFERENCE HOTEL - NYR	3945	443.88		5,857.41	
12/02/2025	AP	INV	MILWAUKEE JOURNAL SENTINEL/MILWAUKEE JK5930 MJS SUBSCRIPTION		56.00		5,913.41	
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5460 PRIME MEMBERSHIP		129.00		6,042.41	
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 8736 VARIOUS TITLES		304.42		6,346.83	
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 3316 HEADSET MICROPHONE COVERS		11.45		6,358.28	
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6620 THE NAKED GUN, BALLERINA		50.67		6,408.95	
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0150 BATTERIES & PINK LABELS		20.44		6,429.39	
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6685 SCOTCH TAPE		24.32		6,453.71	
12/02/2025	AP	INV	DRIVESTRIKE/DRIVESTRIKE LAPTOP SECURITY SOFTWARE	1252	20.00		6,473.71	
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 9004 SHARPIE MARKERS		4.34		6,478.05	
12/02/2025	AP	INV	CAIN'S WINDOW CLEANING, LLC/CAIN'S WINI2140 WINDOW CLEANING		1,075.00		7,553.05	
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 1558 PUZZLE RACE PRIZES		200.00		7,753.05	

01/23/2026 02:20 PM

User: N.Reed

DB: Whitefish Bay

GL ACTIVITY REPORT FOR WHITEFISH BAY  
TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

Page: 2/14

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
			<b>13-00000-21100 ACCOUNTS PAYABLE</b>		(Continued)			
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6683 SHELVING FOR LARGE PRINT BOOKS		39.90		7,792.95	
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0075 CAUGHT STEALING DVD		19.96		7,812.91	
12/03/2025	AP	INV	GREATAMERICA FINANCIAL SVCS/GREATAMERI(40648191 STANDARD PAYMENT		101.00		7,913.91	
12/03/2025	AP	INV	DELTA DENTAL OF WISCONSIN/DELTA DENTA12448901 DECEMBER 2025 PREMIUMS		251.68		8,165.59	
12/03/2025	AP	INV	UNITED HEALTHCARE/UNITED HEALTHCARE 177474305949 DECEMBER 2025 PREMIUMS		4,433.56		12,599.15	
12/05/2025	CD	CHK	SUMMARY CD 12/05/2025		(10,183.74)		2,415.41	
12/10/2025	AP	INV	LABOR LAW CENTER/LABOR LAW CENTER 5362 LABOR LAW POSTERS		32.70		2,448.11	
12/10/2025	AP	INV	SPECTRUM ENTERPRISE/SPECTRUM ENTERPRISE18701 MONTHLY CHARGES		309.98		2,758.09	
12/10/2025	AP	INV	SPECTRUM ENTERPRISE/SPECTRUM ENTERPRISE10061 MONTHLY CHARGES		107.15		2,865.24	
12/10/2025	AP	INV	AT&T/AT&T 414R16015912 12 MONTHLY CHARGES 12/1 - 12/31/2025		109.32		2,974.56	
12/11/2025	CD	CHK	SUMMARY CD 12/11/2025		(2,865.24)		109.32	
12/11/2025	AP	INV	ENGINEERED SECURITY SOLUTIONS/ENGINEERI12211 BRIVO ANNUAL CLOUD LICENSNING 1/1 - 12,		177.00		286.32	
12/11/2025	AP	INV	FORWARD TS, LTD/FORWARD TS, LTD AR270133 LIBBRARY COPIER 11/3 - 12/2/2025		107.60		393.92	
12/11/2025	AP	INV	FORWARD TS, LTD/FORWARD TS, LTD AR270132 LIBRARY COPIERS 11/3 - 12/2/2025		20.90		414.82	
12/12/2025	CD	CHK	SUMMARY CD 12/12/2025		(414.82)		0.00	
12/17/2025	AP	INV	ADELMAN/ADELMAN 332421 CARPET CLEANING		3,075.00		3,075.00	
12/17/2025	AP	INV	BLACKSTONE PUBLISHING/BLACKSTONE PUBLI2214250 MISC TITLES		74.44		3,149.44	
12/17/2025	AP	INV	SECURIAN FINANCIAL GROUP, INC./SECURIA045702 - 1/26 JANUARY 2026 PREMIUMS		142.08		3,291.52	
12/17/2025	AP	INV	STAPLES ADVANTAGE/STAPLES ADVANTAGE 6050600362 K-CUPS		36.98		3,328.50	
12/17/2025	AP	INV	SMIOTA INC./SMIOTA INC. 14674 ANNUAL FEES		1,632.00		4,960.50	
12/19/2025	CD	CHK	SUMMARY CD 12/19/2025		(4,960.50)		0.00	
12/22/2025	AP	INV	WE ENERGIES/WE ENERGIES 5742512116 NOVEMBER 2025 MONTHLY CHARGES		3,917.23		3,917.23	
12/22/2025	AP	INV	ROBB GREGG/ROBB GREGG 2025-12 LIBRARY GARDEN DEC 2025		375.00		4,292.23	
12/23/2025	CD	CHK	SUMMARY CD 12/23/2025		(4,292.23)		0.00	
12/31/2025	AP	INV	NYAMA REED/NYAMA REED DECEMBER 2025 Copay Reimbursement		2,105.00		2,105.00	
12/31/2025	AP	INV	BLACKSTONE PUBLISHING/BLACKSTONE PUBLI2221338 MISC TITLES		368.57		2,473.57	
12/31/2025	AP	INV	BYTE STUDIOS, INC./BYTE STUDIOS, INC. 1889 HOSTING & SUPPORT 7/1 - 12/31/2025		270.00		2,743.57	
12/31/2025	AP	INV	CLEAN SOURCE LLC/CLEAN SOURCE LLC 113025-WFBL NOVEMBER 2025 JANITORIAL		2,900.00		5,643.57	
12/31/2025	AP	INV	CLEAN SOURCE LLC/CLEAN SOURCE LLC 123125-WFBL DECEMBER 2025 JANITORIAL		2,900.00		8,543.57	

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
			<b>13-00000-21100 ACCOUNTS PAYABLE</b>		(Continued)			
12/31/2025	AP	INV	FORWARD TS, LTD/ FORWARD TS, LTD LIBRARY COPIERS 12/3/2025 - 1/2/2026	AR272325	22.86		8,566.43	
12/31/2025	AP	INV	FORWARD TS, LTD/ FORWARD TS, LTD LIBRARY COPIERS 12/3/2025 - 1/2/2026	AR272326	86.53		8,652.96	
12/31/2025	AP	INV	GREATAMERICA FINANCIAL SVCS/GREATAMERI(40877131 STANDARD PAYMENT		101.00		8,753.96	
12/31/2025	AP	INV	INGRAM LIBRARY SERVICES/INGRAM LIBRARY 20AC678 1/1/26 MISC TITLES		1,383.79		10,137.75	
12/31/2025	AP	INV	KANOPIY, INC./KANOPIY, INC. TICKETS & KKIDS CREDITS	484642	391.85		10,529.60	
12/31/2025	AP	INV	MIDWEST TAPE/MIDWEST TAPE MISC TITLES	508161652	69.72		10,599.32	
12/31/2025	AP	INV	MIDWEST TAPE/MIDWEST TAPE MISC TITLES	508221560	36.53		10,635.85	
12/31/2025	AP	INV	MIDWEST TAPE/MIDWEST TAPE MISC TITLES	508209290	40.23		10,676.08	
12/31/2025	AP	INV	PLAYAWAY PRODUCTS, LLC/PLAYAWAY PRODUC 514061 MISC TITLES		1,141.32		11,817.40	
12/31/2025	AP	INV	PLAYAWAY PRODUCTS, LLC/PLAYAWAY PRODUC 515397 MISC TITLES		257.66		12,075.06	
12/31/2025	AP	INV	PLAYAWAY PRODUCTS, LLC/PLAYAWAY PRODUC 516302 MISC TITLES		59.39		12,134.45	
12/31/2025	AP	INV	MIDWEST TAPE/MIDWEST TAPE MISC TITLES	508245180	56.47		12,190.92	
12/31/2025	AP	INV	YERGES MOVING AND STORAGE/YERGES MOVIN(M-25-6835 LABOR TO MOVE SHELVING		831.25		13,022.17	
12/31/2025	AP	INV	SPECTRUM ENTERPRISE/SPECTRUM ENTERPRISE 7820 MONTHLY CHARGES		309.98		13,332.15	
12/31/2025	AP	INV	SPECTRUM ENTERPRISE/SPECTRUM ENTERPRISE 9153 MONTHLY CHARGES		107.15		13,439.30	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0224 COLLECTIONS: REFUND OF DISCOUNTED AMOU		(1.14)		13,438.16	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5175 COLLECTIONS: THE NAKED GUN		19.95		13,458.11	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4761 COLLECTIONS: DOWNTON ABBEY, THE ROSES		37.91		13,496.02	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4189 COLLECTIONS: VARIOUS ADULT TITLES		105.68		13,601.70	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6242 COLLECTIONS: CHANGE YOUR BRAIN		19.25		13,620.95	
12/31/2025	AP	INV	MILWAUKEE JOURNAL SENTINEL/MILWAUKEE J(0621 JOURNAL SENTINEL SUBSCRIPTION		50.00		13,670.95	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 7074 THE LONG WALK		19.96		13,690.91	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 7951 100% POP ROCK		27.07		13,717.98	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 2503 SONGS FROM THE BIG CHAIR		28.16		13,746.14	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5864 VARIOUS ADULT TITILES		381.65		14,127.79	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4399 THE LAND IN WINTER		14.85		14,142.64	

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
			<b>13-00000-21100 ACCOUNTS PAYABLE</b>		(Continued)			
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 1530 LIGHT THE LIBRARY CAMPAIGN PUBLICITY		23.99		14,166.63	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5831 MONTHLY PLANNER CALENDAR		9.99		14,176.62	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 8741 VARIOUS ADULT TITLES		71.50		14,248.12	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 9827 YA PROGRAMS - TERRARIUM CRAFT SUPPLIES		18.99		14,267.11	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0873 VARIOUS ADULT TITLES		97.89		14,365.00	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 1381 VARIOUS ADULT TITLES		176.57		14,541.57	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5455 VARIOUS ADULT TITLES		14.98		14,556.55	
12/31/2025	AP	INV	OTC BRANDS/OTC BRANDS PENCILS FOR WINTER READING PROGRAM	9628	89.98		14,646.53	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 3492 VARIOUS ADULT TITLES		29.98		14,676.51	
12/31/2025	AP	INV	FACEBOOK/FACEBOOK LIGHT THE LIBRARY CAMPAIGN PUBLICITY	5023	50.00		14,726.51	
12/31/2025	AP	INV	MENARDS/MENARDS PORTABLE HEATERS	8965	127.47		14,853.98	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4940 VARIOUS ADULT TITLES		250.71		15,104.69	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0547 DELL LAPTOP CHARGER		9.49		15,114.18	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0247 CIRC DESK CALENDAR		28.25		15,142.43	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0648 RUBBER BANDS		16.99		15,159.42	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0168 SECRETS OF THE FIRST SCCHOOL		14.39		15,173.81	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 9564 THE ART OF SPENDING MONEY		27.89		15,201.70	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5102 THE BEST CHRISTMAS PAGEANT EVER		25.92		15,227.62	
12/31/2025	AP	INV	DRIVESTRIKE/DRIVESTRIKE LAPTOP SECURITY SOFTWARE	2456	20.00		15,247.62	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6845 ON THE CALCULATION OF VOLUME		15.89		15,263.51	
12/31/2025	AP	INV	SENDIK'S FOOD MARKET/SENDIK'S FOOD MARI JANE AUSTIN EVENT	9604	58.17		15,321.68	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 8730 WIFE, MOTHER SPY		13.93		15,335.61	
12/31/2025	AP	INV	ALDI/ALDI MCFLS CIRC SVCS MEEITNG @ WFBPL	1023	26.22		15,361.83	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 2245 THE MIRACLES AMONG US		16.49		15,378.32	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4343 VARIOUS ADULT TITLES		279.73		15,658.05	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 2982 ALEF		22.49		15,680.54	

01/23/2026 02:20 PM

User: N.Reed  
DB: Whitefish BayGL ACTIVITY REPORT FOR WHITEFISH BAY  
TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

Page: 5/14

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
			<b>13-00000-21100 ACCOUNTS PAYABLE</b>		(Continued)			
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5520 BUCKEYE		27.44		15,707.98	
12/31/2025	AP	INV	FACEBOOK/FACEBOOK LIGHT THE LIBRARY CAMPAIGN PUBLICITY	7216	50.00		15,757.98	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 9845 THE TRUE TRUE STORY OF RAJA		15.40		15,773.38	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 9824 ALL HER FAULT		17.40		15,790.78	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 9246 AA BATTERIES		11.26		15,802.04	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 8778 VARIOUS ADULT TITLES		38.49		15,840.53	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6222 VARIOUS ADULT TITLES		132.90		15,973.43	
12/31/2025	AP	INV	WISCONSIN LIBRARY ASSOCIATION/WISCONSIN 0866 LIBRARY LEGISLATIVE DAY		50.00		16,023.43	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4488 VARIOUS ADULT TITLES		26.95		16,050.38	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6722 VARIOUS ADULT TITLES		43.99		16,094.37	
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 3843 VARIOUS ADULT TITLES		16.50		16,110.87	
12/31/2025	AP	INV	FACEBOOK/FACEBOOK LIGHT THE LIBRARY CAMPAIGN PUBLICITY	6036	50.00		16,160.87	
12/31/2025			<b>13-00000-21100 ACCOUNTS PAYABLE</b>		END BALANCE		(16,160.87)	
12/01/2025			<b>13-00000-21550 DEPOSITS/SUSPENSE</b>		BEG. BALANCE		(174.48)	
12/10/2025	CR	RCPT	DEPOSITS/SUSPENSE	240654	10.80		185.28	
12/31/2025			<b>13-00000-21550 DEPOSITS/SUSPENSE</b>		END BALANCE		(185.28)	
12/01/2025			<b>13-00000-25199 ACCRUED PAYROLL</b>		BEG. BALANCE		(14,679.90)	
12/31/2025			<b>13-00000-25199 ACCRUED PAYROLL</b>		END BALANCE		(14,679.90)	
12/01/2025			<b>13-00000-25200 Health Insurance - PR Deduction</b>		BEG. BALANCE		(4,433.56)	
12/03/2025	AP	INV	UNITED HEALTHCARE/UNITED HEALTHCARE 177474305949 DECEMBER 2025 PREMIUMS		(4,433.56)		0.00	
12/26/2025	PR	CHK	SUMMARY PR 12/26/2025		6,062.84		6,062.84	
12/31/2025			<b>13-00000-25200 Health Insurance - PR Deduction</b>		END BALANCE		(6,062.84)	
12/01/2025			<b>13-00000-25202 Dental Insurance - PR Deduction</b>		BEG. BALANCE		(251.68)	
12/03/2025	AP	INV	DELTA DENTAL OF WISCONSIN/DELTA DENTAL 2448901 DECEMBER 2025 PREMIUMS		(251.68)		0.00	
12/26/2025	PR	CHK	SUMMARY PR 12/26/2025		149.08		149.08	
12/31/2025			<b>13-00000-25202 Dental Insurance - PR Deduction</b>		END BALANCE		(149.08)	
12/01/2025			<b>13-00000-25210 Life Insurance - PR Deduction</b>		BEG. BALANCE		0.00	11

01/23/2026 02:20 PM

User: N.Reed  
DB: Whitefish BayGL ACTIVITY REPORT FOR WHITEFISH BAY  
TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

Page: 6/14

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
			<b>13-00000-25210 Life Insurance - PR Deduction</b>		(Continued)			
12/12/2025	PR	CHK	SUMMARY PR 12/12/2025		142.08		142.08	
12/17/2025	AP	INV	SECURIAN FINANCIAL GROUP, INC./SECURIA 045702 - 1/26 JANUARY 2026 PREMIUMS		(142.08)		0.00	
12/31/2025			13-00000-25210 Life Insurance - PR Deduction		END BALANCE		0.00	
12/01/2025			<b>13-00000-25400 WRS Retirement - Payroll Deduction</b>		BEG. BALANCE		(1,559.94)	
12/12/2025	PR	CHK	SUMMARY PR 12/12/2025		1,180.93		2,740.87	
12/26/2025	PR	CHK	SUMMARY PR 12/26/2025		1,565.55		4,306.42	
12/31/2025	GJ	JE	Monthly WRS ACH Payment 6199		(2,452.37)		1,854.05	
12/31/2025			13-00000-25400 WRS Retirement - Payroll Deduction		END BALANCE		(1,854.05)	
12/01/2025			<b>13-00000-28100 SURPLUS</b>		BEG. BALANCE		(100,100.34)	
12/31/2025			13-00000-28100 SURPLUS		END BALANCE		(100,100.34)	
12/01/2025			<b>13-00000-41100 Property Taxes</b>		BEG. BALANCE		930,490.00	0.00
12/31/2025			13-00000-41100 Property Taxes		END BALANCE		930,490.00	0.00
12/01/2025			<b>13-00000-43792 Other Grants</b>		BEG. BALANCE		1,000.00	1,000.00
12/31/2025			13-00000-43792 Other Grants		END BALANCE		1,000.00	1,000.00
12/01/2025			<b>13-00000-43793 MCFLS Member Reserve Fund</b>		BEG. BALANCE		76,193.00	(245.00)
12/31/2025			13-00000-43793 MCFLS Member Reserve Fund		END BALANCE		76,193.00	(245.00)
12/01/2025			<b>13-00000-45209 LIBRARY FINES</b>		BEG. BALANCE		22,707.44	2,292.56
12/05/2025	GJ	JE	Library - stripe monthly deposit 6204	6204	516.01		23,223.45	1,776.55
12/10/2025	CR	RCPT	LIBRARY FINES	240654	174.67		23,398.12	1,601.88
12/25/2025	CR	RCPT	LIBRARY FINES	240878	100.30		23,498.42	1,501.58
12/31/2025			13-00000-45209 LIBRARY FINES		END BALANCE		23,498.42	1,501.58
12/01/2025			<b>13-00000-45210 Library Replacement Cards</b>		BEG. BALANCE		116.70	33.30
12/31/2025			13-00000-45210 Library Replacement Cards		END BALANCE		116.70	33.30
12/01/2025			<b>13-00000-46712 LIBRARY ROOM RENT</b>		BEG. BALANCE		3,515.00	1,985.00
12/31/2025			13-00000-46712 LIBRARY ROOM RENT		END BALANCE		3,515.00	1,985.00
12/01/2025			<b>13-00000-46713 LIBRARY COPY AND FAX FEES</b>		BEG. BALANCE		6,173.69	12 (673.69)

01/23/2026 02:20 PM

User: N.Reed  
DB: Whitefish BayGL ACTIVITY REPORT FOR WHITEFISH BAY  
TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

Page: 7/14

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
<b>13-00000-46713 LIBRARY COPY AND FAX FEES</b>								
12/10/2025	CR	RCPT	LIBRARY COPY AND FAX FEES	240654	105.60		6,279.29	(779.29)
12/14/2025	GJ	JE	Nayax deposit	6208	251.46		6,530.75	(1,030.75)
12/25/2025	CR	RCPT	LIBRARY COPY AND FAX FEES	240878	121.95		6,652.70	(1,152.70)
12/31/2025			13-00000-46713 LIBRARY COPY AND FAX FEES		END BALANCE		6,652.70	(1,152.70)
<b>13-00000-48501 LIBRARY DONATIONS</b>								
12/01/2025			13-00000-48501 LIBRARY DONATIONS		BEG. BALANCE		2,726.00	(726.00)
12/25/2025	CR	RCPT	LIBRARY DONATIONS	240878	300.00		3,026.00	(1,026.00)
12/31/2025			13-00000-48501 LIBRARY DONATIONS		END BALANCE		3,026.00	(1,026.00)
<b>13-00000-48504 Restricted Donation</b>								
12/01/2025			13-00000-48504 Restricted Donation		BEG. BALANCE		7,818.00	(7,818.00)
12/25/2025	CR	RCPT	Restricted Donation	240878	5,000.00		12,818.00	(12,818.00)
12/31/2025			13-00000-48504 Restricted Donation		END BALANCE		12,818.00	(12,818.00)
<b>13-93000-50100 Salaries</b>								
12/01/2025			13-93000-50100 Salaries		BEG. BALANCE		560,905.40	55,714.60
12/12/2025	PR	CHK	SUMMARY PR 12/12/2025		22,285.65		583,191.05	33,428.95
12/26/2025	PR	CHK	SUMMARY PR 12/26/2025		26,270.17		609,461.22	7,158.78
12/31/2025			13-93000-50100 Salaries		END BALANCE		609,461.22	7,158.78
<b>13-93000-50101 Wages</b>								
12/01/2025			13-93000-50101 Wages		BEG. BALANCE		0.00	0.00
12/26/2025	PR	CHK	SUMMARY PR 12/26/2025		2,600.00		2,600.00	(2,600.00)
12/31/2025			13-93000-50101 Wages		END BALANCE		2,600.00	(2,600.00)
<b>13-93000-50150 FICA Tax</b>								
12/01/2025			13-93000-50150 FICA Tax		BEG. BALANCE		42,384.39	4,786.61
12/12/2025	PR	CHK	SUMMARY PR 12/12/2025		1,649.71		44,034.10	3,136.90
12/26/2025	PR	CHK	SUMMARY PR 12/26/2025		2,239.51		46,273.61	897.39
12/31/2025			13-93000-50150 FICA Tax		END BALANCE		46,273.61	897.39
<b>13-93000-50160 Health/Dental Insurance Premium</b>								
12/01/2025			13-93000-50160 Health/Dental Insurance Premium		BEG. BALANCE		59,787.64	5,318.36
12/26/2025	PR	CHK	SUMMARY PR 12/26/2025		6,961.92		66,749.56	(1,643.56)
12/31/2025			13-93000-50160 Health/Dental Insurance Premium		END BALANCE		66,749.56	(1,643.56)
<b>13-93000-50161 Health Insurance Deductible (Direct Pay)</b>								
12/01/2025			13-93000-50161 Health Insurance Deductible (Direct Pay)		BEG. BALANCE		3,777.50	(2,327.50)
12/26/2025	PR	CHK	SUMMARY PR 12/26/2025		62.50		3,840.00	(2,390.00)
12/31/2025	AP	INV	NYAMA REED/NYAMA REED Copay Reimbursement	DECEMBER 2025	2,105.00		5,945.00	(4,495.00)
12/31/2025			13-93000-50161 Health Insurance Deductible (Direct Pay)		END BALANCE		5,945.00	(4,495.00)
<b>13-93000-50162 Wellness Credit</b>								
12/01/2025			13-93000-50162 Wellness Credit		BEG. BALANCE		0.00	0.00
12/12/2025	PR	CHK	SUMMARY PR 12/12/2025		83.34		83.34	(83.34)
12/26/2025	PR	CHK	SUMMARY PR 12/26/2025		83.34		166.68	(166.68)
12/31/2025			13-93000-50162 Wellness Credit		END BALANCE		166.68	(166.68)

01/23/2026 02:20 PM

User: N.Reed  
DB: Whitefish BayGL ACTIVITY REPORT FOR WHITEFISH BAY  
TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

Page: 8/14

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
12/01/2025			<b>13-93000-50170 Retirement Contribution - ER portion</b>		BEG. BALANCE		29,102.30	2,327.70
12/12/2025	PR	CHK	SUMMARY PR 12/12/2025		1,180.93		30,283.23	1,146.77
12/26/2025	PR	CHK	SUMMARY PR 12/26/2025		1,565.55		31,848.78	(418.78)
12/31/2025			<b>13-93000-50170 Retirement Contribution - ER portion</b>		END BALANCE		31,848.78	(418.78)
12/01/2025			<b>13-93000-50180 Group Life Insurance Premium</b>		BEG. BALANCE		1,541.23	114.77
12/12/2025	PR	CHK	SUMMARY PR 12/12/2025		142.08		1,683.31	(27.31)
12/31/2025			<b>13-93000-50180 Group Life Insurance Premium</b>		END BALANCE		1,683.31	(27.31)
12/01/2025			<b>13-93200-50190 Training/Meetings/Travel</b>		BEG. BALANCE		2,884.51	1,615.49
12/02/2025	AP	INV	MARRIOTT/MARRIOTT WLA CONFERENCE HOTEL - NYR	3945	443.88		3,328.39	1,171.61
12/31/2025	AP	INV	ALDI/ALDI MCFLS CIRC SVCS MEEITNG @ WFBPL	1023	26.22		3,354.61	1,145.39
12/31/2025	AP	INV	WISCONSIN LIBRARY ASSOCIATION/WISCONSIN0866 LIBRARY LEGISLATIVE DAY		50.00		3,404.61	1,095.39
12/31/2025			<b>13-93200-50190 Training/Meetings/Travel</b>		END BALANCE		3,404.61	1,095.39
12/01/2025			<b>13-93200-50191 Membership Dues</b>		BEG. BALANCE		841.78	358.22
12/31/2025			<b>13-93200-50191 Membership Dues</b>		END BALANCE		841.78	358.22
12/01/2025			<b>13-93200-50194 Personnel Related Expenses</b>		BEG. BALANCE		1,343.90	(643.90)
12/31/2025			<b>13-93200-50194 Personnel Related Expenses</b>		END BALANCE		1,343.90	(643.90)
12/01/2025			<b>13-93200-50220 Attorney Contract</b>		BEG. BALANCE		3,309.00	(3,309.00)
12/31/2025			<b>13-93200-50220 Attorney Contract</b>		END BALANCE		3,309.00	(3,309.00)
12/01/2025			<b>13-93200-50250 Utilities</b>		BEG. BALANCE		40,387.37	11,612.63
12/09/2025	CR	RCPT	Miscellaneous Revenue	240621	(5,269.38)		35,117.99	16,882.01
12/22/2025	AP	INV	WE ENERGIES/WE ENERGIES NOVEMBER 2025 MONTHLY CHARGES	5742512116	3,917.23		39,035.22	12,964.78
12/31/2025			<b>13-93200-50250 Utilities</b>		END BALANCE		39,035.22	12,964.78
12/01/2025			<b>13-93200-50251 Telephone/Internet</b>		BEG. BALANCE		4,347.50	1,652.50
12/10/2025	AP	INV	SPECTRUM ENTERPRISE/SPECTRUM ENTERPRISE18701 MONTHLY CHARGES		309.98		4,657.48	1,342.52
12/10/2025	AP	INV	SPECTRUM ENTERPRISE/SPECTRUM ENTERPRISE10061 MONTHLY CHARGES		107.15		4,764.63	1,235.37
12/10/2025	AP	INV	AT&T/AT&T MONTHLY CHARGES 12/1 - 12/31/2025	414R16015912 12	109.32		4,873.95	1,126.05
12/31/2025	AP	INV	SPECTRUM ENTERPRISE/SPECTRUM ENTERPRISE17820 MONTHLY CHARGES		309.98		5,183.93	816.07

01/23/2026 02:20 PM

User: N.Reed  
DB: Whitefish BayGL ACTIVITY REPORT FOR WHITEFISH BAY  
TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

Page: 9/14

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
			<b>13-93200-50251 Telephone/Internet</b>		(Continued)			
12/31/2025	AP	INV	SPECTRUM ENTERPRISE/SPECTRUM ENTERPRISE	9153	107.15		5,291.08	708.92
			MONTHLY CHARGES					
12/31/2025			<b>13-93200-50251 Telephone/Internet</b>		END BALANCE		5,291.08	708.92
12/01/2025			<b>13-93200-50300 Office Supplies</b>		BEG. BALANCE		2,109.96	(109.96)
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5460		129.00		2,238.96	(238.96)
			PRIME MEMBERSHIP					
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0150		20.44		2,259.40	(259.40)
			BATTERIES & PINK LABELS					
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6685		24.32		2,283.72	(283.72)
			SCOTCH TAPE					
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 9004		4.34		2,288.06	(288.06)
			SHARPIE MARKERS					
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6683		39.90		2,327.96	(327.96)
			SHELVING FOR LARGE PRINT BOOKS					
12/10/2025	AP	INV	LABOR LAW CENTER/LABOR LAW CENTER	5362	32.70		2,360.66	(360.66)
			LABOR LAW POSTERS					
12/17/2025	AP	INV	STAPLES ADVANTAGE/STAPLES ADVANTAGE	6050600362	36.98		2,397.64	(397.64)
			K-CUPS					
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5831		9.99		2,407.63	(407.63)
			MONTHLY PLANNER CALENDAR					
12/31/2025	AP	INV	MENARDS/MENARDS	8965	127.47		2,535.10	(535.10)
			PORTABLE HEATERS					
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0247		28.25		2,563.35	(563.35)
			CIRC DESK CALENDAR					
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0648		16.99		2,580.34	(580.34)
			RUBBER BANDS					
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 9246		11.26		2,591.60	(591.60)
			AA BATTERIES					
12/31/2025			<b>13-93200-50300 Office Supplies</b>		END BALANCE		2,591.60	(591.60)
12/01/2025			<b>13-93200-50301 Printing/Publishing/Copies</b>		BEG. BALANCE		185.00	315.00
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 1530		23.99		208.99	291.01
			LIGHT THE LIBRARY CAMPAIGN PUBLICITY					
12/31/2025	AP	INV	FACEBOOK/FACEBOOK	5023	50.00		258.99	241.01
			LIGHT THE LIBRARY CAMPAIGN PUBLICITY					
12/31/2025	AP	INV	FACEBOOK/FACEBOOK	7216	50.00		308.99	191.01
			LIGHT THE LIBRARY CAMPAIGN PUBLICITY					
12/31/2025	AP	INV	FACEBOOK/FACEBOOK	6036	50.00		358.99	141.01
			LIGHT THE LIBRARY CAMPAIGN PUBLICITY					
12/31/2025			<b>13-93200-50301 Printing/Publishing/Copies</b>		END BALANCE		358.99	141.01
12/01/2025			<b>13-93200-50302 Postage</b>		BEG. BALANCE		16.50	8.50
12/31/2025			<b>13-93200-50302 Postage</b>		END BALANCE		16.50	8.50
12/01/2025			<b>13-93200-50303 Covid Supplies</b>		BEG. BALANCE		142.36	157.64

01/23/2026 02:20 PM

User: N.Reed  
DB: Whitefish BayGL ACTIVITY REPORT FOR WHITEFISH BAY  
TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

Page: 10/14

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
12/31/2025			<b>13-93200-50303 Covid Supplies</b>		(Continued)			
			<b>13-93200-50303 Covid Supplies</b>		END BALANCE		142.36	157.64
12/01/2025			<b>13-93200-50360 Building Maintenance</b>		BEG. BALANCE		6,954.28	6,045.72
12/02/2025	AP	INV	CAIN'S WINDOW CLEANING, LLC/CAIN'S WINI2140		1,075.00		8,029.28	4,970.72
			WINDOW CLEANING					
12/22/2025	AP	INV	ROBB GREGG/ROBB GREGG	2025-12	375.00		8,404.28	4,595.72
			LIBRARY GARDEN DEC 2025					
12/31/2025	AP	INV	YERGES MOVING AND STORAGE/YERGES MOVIN(M-25-6835		831.25		9,235.53	3,764.47
			LABOR TO MOVE SHELVING					
12/31/2025			<b>13-93200-50360 Building Maintenance</b>		END BALANCE		9,235.53	3,764.47
12/01/2025			<b>13-93200-50760 Sales Tax</b>		BEG. BALANCE		223.83	276.17
12/03/2025	GJ	JE	Monthly Sales Tax ACH Payment	6195	13.46		237.29	262.71
12/30/2025	GJ	JE	Monthly Sales Tax ACH Payment	6210	9.53		246.82	253.18
12/31/2025			<b>13-93200-50760 Sales Tax</b>		END BALANCE		246.82	253.18
12/01/2025			<b>13-93300-50240 IT Support Contract Services</b>		BEG. BALANCE		36,679.91	(8,679.91)
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 3316		11.45		36,691.36	(8,691.36)
			HEADSET MICROPHONE COVERS					
12/02/2025	AP	INV	DRIVESTRIKE/DRIVESTRIKE	1252	20.00		36,711.36	(8,711.36)
			LAPTOP SECURITY SOFTWARE					
12/11/2025	AP	INV	ENGINEERED SECURITY SOLUTIONS/ENGINEERI12211		177.00		36,888.36	(8,888.36)
			BRIVO ANNUAL CLOUD LICENSNING 1/1 - 12,					
12/17/2025	AP	INV	SMIOTA INC./SMIOTA INC.	14674	1,632.00		38,520.36	(10,520.36)
			ANNUAL FEES					
12/31/2025	AP	INV	BYTE STUDIOS, INC./BYTE STUDIOS, INC.	1889	270.00		38,790.36	(10,790.36)
			HOSTING & SUPPORT 7/1 - 12/31/2025					
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0547		9.49		38,799.85	(10,799.85)
			DELL LAPTOP CHARGER					
12/31/2025	AP	INV	DRIVESTRIKE/DRIVESTRIKE	2456	20.00		38,819.85	(10,819.85)
12/31/2025			<b>13-93300-50240 IT Support Contract Services</b>		END BALANCE		38,819.85	(10,819.85)
12/01/2025			<b>13-93300-50311 Copier Maintenance/Repair</b>		BEG. BALANCE		2,706.38	793.62
12/03/2025	AP	INV	GREATAMERICA FINANCIAL SVCS/GREATAMERI(40648191		101.00		2,807.38	692.62
			STANDARD PAYMENT					
12/11/2025	AP	INV	FORWARD TS, LTD/ FORWARD TS, LTD	AR270133	107.60		2,914.98	585.02
			LIBBRARY COPIER 11/3 - 12/2/2025					
12/11/2025	AP	INV	FORWARD TS, LTD/ FORWARD TS, LTD	AR270132	20.90		2,935.88	564.12
			LIBRARY COPIERS 11/3 - 12/2/2025					
12/31/2025	AP	INV	FORWARD TS, LTD/ FORWARD TS, LTD	AR272325	22.86		2,958.74	541.26
			LIBRARY COPIERS 12/3/2025 - 1/2/2026					
12/31/2025	AP	INV	FORWARD TS, LTD/ FORWARD TS, LTD	AR272326	86.53		3,045.27	454.73
			LIBRARY COPIERS 12/3/2025 - 1/2/2026					
12/31/2025	AP	INV	GREATAMERICA FINANCIAL SVCS/GREATAMERI(40877131		101.00		3,146.27	353.73
			STANDARD PAYMENT					
12/31/2025			<b>13-93300-50311 Copier Maintenance/Repair</b>		END BALANCE		3,146.27	353.73

01/23/2026 02:20 PM

User: N.Reed  
DB: Whitefish BayGL ACTIVITY REPORT FOR WHITEFISH BAY  
TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

Page: 11/14

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
12/01/2025			<b>13-93300-50312 Material Processing/Repairs</b>		BEG. BALANCE		4,644.88	(944.88)
12/31/2025			<b>13-93300-50312 Material Processing/Repairs</b>		END BALANCE		4,644.88	(944.88)
12/01/2025			<b>13-93300-50350 Maintenance Service &amp; Supplies</b>		BEG. BALANCE		28,570.00	5,480.00
12/31/2025	AP	INV	CLEAN SOURCE LLC/CLEAN SOURCE LLC NOVEMBER 2025 JANITORIAL	113025-WFBL	2,900.00		31,470.00	2,580.00
12/31/2025	AP	INV	CLEAN SOURCE LLC/CLEAN SOURCE LLC DECEMBER 2025 JANITORIAL	123125-WFBL	2,900.00		34,370.00	(320.00)
12/31/2025			<b>13-93300-50350 Maintenance Service &amp; Supplies</b>		END BALANCE		34,370.00	(320.00)
12/01/2025			<b>13-93300-50351 Custodial Supplies</b>		BEG. BALANCE		3,165.64	2,834.36
12/31/2025			<b>13-93300-50351 Custodial Supplies</b>		END BALANCE		3,165.64	2,834.36
12/01/2025			<b>13-93300-50360 Building Maintenance</b>		BEG. BALANCE		0.00	0.00
12/17/2025	AP	INV	ADELMAN/ADELMAN CARPET CLEANING	332421	3,075.00		3,075.00	(3,075.00)
12/31/2025			<b>13-93300-50360 Building Maintenance</b>		END BALANCE		3,075.00	(3,075.00)
12/01/2025			<b>13-93300-50400 MCFLS Supplies</b>		BEG. BALANCE		1,316.71	283.29
12/31/2025			<b>13-93300-50400 MCFLS Supplies</b>		END BALANCE		1,316.71	283.29
12/01/2025			<b>13-93400-50401 MCFLS Membership</b>		BEG. BALANCE		7,148.00	15,526.00
12/31/2025			<b>13-93400-50401 MCFLS Membership</b>		END BALANCE		7,148.00	15,526.00
12/01/2025			<b>13-93400-50402 Programs - Adult</b>		BEG. BALANCE		162.98	337.02
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 1558 PUZZLE RACE PRIZES		200.00		362.98	137.02
12/31/2025	AP	INV	SENDIK'S FOOD MARKET/SENDIK'S FOOD MART 9604 JANE AUSTIN EVENT		58.17		421.15	78.85
12/31/2025			<b>13-93400-50402 Programs - Adult</b>		END BALANCE		421.15	78.85
12/01/2025			<b>13-93400-50403 Programs - Children</b>		BEG. BALANCE		234.43	265.57
12/31/2025	AP	INV	OTC BRANDS/OTC BRANDS PENCILS FOR WINTER READING PROGRAM	9628	89.98		324.41	175.59
12/31/2025			<b>13-93400-50403 Programs - Children</b>		END BALANCE		324.41	175.59
12/01/2025			<b>13-93400-50415 Programs - Young Adults</b>		BEG. BALANCE		0.00	250.00
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 9827 YA PROGRAMS - TERRARIUM CRAFT SUPPLIES		18.99		18.99	231.01

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
12/31/2025			<b>13-93400-50415 Programs - Young Adults</b>		(Continued)			
12/31/2025			<b>13-93400-50415 Programs - Young Adults</b>		END BALANCE		18.99	231.01
12/01/2025			<b>13-93500-50410 Library Collection Materials</b>		BEG. BALANCE		96,263.35	3,736.65
12/02/2025	AP	INV	INGRAM LIBRARY SERVICES/INGRAM LIBRARY 20AC678 11/25 NOVEMBER 2025 STATEMENT		5,035.40		101,298.75	(1,298.75)
12/02/2025	AP	INV	KANOPI, INC./KANOPI, INC. TICKETS & KKIDS CREDITS	480694	362.10		101,660.85	(1,660.85)
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5507 RETURN OF 'SKETCH' DVD		(17.95)		101,642.90	(1,642.90)
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4243 SMUIRF DVD		33.98		101,676.88	(1,676.88)
12/02/2025	AP	INV	MILWAUKEE JOURNAL SENTINEL/MILWAUKEE J(5930 MJS SUBSCRIPTION		56.00		101,732.88	(1,732.88)
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 8736 VARIOUS TITLES		304.42		102,037.30	(2,037.30)
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6620 THE NAKED GUN, BALLERINA		50.67		102,087.97	(2,087.97)
12/02/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0075 CAUGHT STEALING DVD		19.96		102,107.93	(2,107.93)
12/17/2025	AP	INV	BLACKSTONE PUBLISHING/BLACKSTONE PUBLI:2214250 MISC TITLES		74.44		102,182.37	(2,182.37)
12/31/2025	AP	INV	BLACKSTONE PUBLISHING/BLACKSTONE PUBLI:2221338 MISC TITLES		368.57		102,550.94	(2,550.94)
12/31/2025	AP	INV	INGRAM LIBRARY SERVICES/INGRAM LIBRARY 20AC678 1/1/26 MISC TITLES		1,383.79		103,934.73	(3,934.73)
12/31/2025	AP	INV	KANOPI, INC./KANOPI, INC. TICKETS & KKIDS CREDITS	484642	391.85		104,326.58	(4,326.58)
12/31/2025	AP	INV	MIDWEST TAPE/MIDWEST TAPE MISC TITLES	508161652	69.72		104,396.30	(4,396.30)
12/31/2025	AP	INV	MIDWEST TAPE/MIDWEST TAPE MISC TITLES	508221560	36.53		104,432.83	(4,432.83)
12/31/2025	AP	INV	MIDWEST TAPE/MIDWEST TAPE MISC TITLES	508209290	40.23		104,473.06	(4,473.06)
12/31/2025	AP	INV	PLAYAWAY PRODUCTS, LLC/PLAYAWAY PRODUC: 514061 MISC TITLES		1,141.32		105,614.38	(5,614.38)
12/31/2025	AP	INV	PLAYAWAY PRODUCTS, LLC/PLAYAWAY PRODUC: 515397 MISC TITLES		257.66		105,872.04	(5,872.04)
12/31/2025	AP	INV	PLAYAWAY PRODUCTS, LLC/PLAYAWAY PRODUC: 516302 MISC TITLES		59.39		105,931.43	(5,931.43)
12/31/2025	AP	INV	MIDWEST TAPE/MIDWEST TAPE MISC TITLES	508245180	56.47		105,987.90	(5,987.90)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0224 COLLECTIONS: REFUND OF DISCOUNTED AMOU		(1.14)		105,986.76	(5,986.76)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5175 COLLECTIONS: THE NAKED GUN		19.95		106,006.71	(6,006.71)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4761 COLLECTIONS: DOWNTON ABBEY, THE ROSES		37.91		106,044.62	(6,044.62)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4189 COLLECTIONS: VARIOUS ADULT TITLES		105.68		106,150.30	(6,150.30)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6242 COLLECTIONS: CHANGE YOUR BRAIN		19.25		106,169.55	(6,169.55)

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
			<b>13-93500-50410 Library Collection Materials</b>	(Continued)				
12/31/2025	AP	INV	MILWAUKEE JOURNAL SENTINEL/MILWAUKEE JK0621 JOURNAL SENTINEL SUBSCRIPTION	50.00			106,219.55	(6,219.55)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 7074 THE LONG WALK	19.96			106,239.51	(6,239.51)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 7951 100% POP ROCK	27.07			106,266.58	(6,266.58)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 2503 SONGS FROM THE BIG CHAIR	28.16			106,294.74	(6,294.74)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5864 VARIOUS ADULT TITILES	381.65			106,676.39	(6,676.39)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4399 THE LAND IN WINTER	14.85			106,691.24	(6,691.24)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 8741 VAIROUS ADULT TITLES	71.50			106,762.74	(6,762.74)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0873 VARIOUS ADULT TITLES	97.89			106,860.63	(6,860.63)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 1381 VARIOUS ADULT TITLES	176.57			107,037.20	(7,037.20)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5455 VARIOUS ADULT TITLES	14.98			107,052.18	(7,052.18)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 3492 VARIOUS ADULT TITLES	29.98			107,082.16	(7,082.16)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4940 VARIOUS ADULT TITLES	250.71			107,332.87	(7,332.87)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 0168 SECRETS OF THE FIRST SCCHOOL	14.39			107,347.26	(7,347.26)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 9564 THE ART OF SPENDING MONEY	27.89			107,375.15	(7,375.15)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5102 THE BEST CHRISTMAS PAGEANT EVER	25.92			107,401.07	(7,401.07)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6845 ON THE CALCULATION OF VOLUME	15.89			107,416.96	(7,416.96)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 8730 WIFE, MOTHER SPY	13.93			107,430.89	(7,430.89)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 2245 THE MIRACLES AMONG US	16.49			107,447.38	(7,447.38)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4343 VARIOUS ADULT TITLES	279.73			107,727.11	(7,727.11)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 2982 ALEF	22.49			107,749.60	(7,749.60)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 5520 BUCKEYE	27.44			107,777.04	(7,777.04)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 9845 THE TRUE TRUE STORY OPF RAJA	15.40			107,792.44	(7,792.44)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 9824 ALL HER FAULT	17.40			107,809.84	(7,809.84)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 8778 VARIOUS ADULT TITLES	38.49			107,848.33	(7,848.33)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6222 VARIOUS ADULT TITLES	132.90			107,981.23	(7,981.23)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 4488 VARIOUS ADULT TITLES	26.95			108,008.18	(8,008.18)

01/23/2026 02:20 PM

User: N.Reed  
DB: Whitefish BayGL ACTIVITY REPORT FOR WHITEFISH BAY  
TRANSACTIONS FROM 12/01/2025 TO 12/31/2025

Page: 14/14

Date	JNL	Type	DESC	Reference #	AMT	ENC/BDGT CHG	BALANCE	AVAILABLE
12/31/2025	AP	INV	<b>13-93500-50410 Library Collection Materials</b> AMAZON CAPITAL SERVICES/AMAZON CAPITAL 6722 VARIOUS ADULT TITLES	(Continued)	43.99		108,052.17	(8,052.17)
12/31/2025	AP	INV	AMAZON CAPITAL SERVICES/AMAZON CAPITAL 3843 VARIOUS ADULT TITLES		16.50		108,068.67	(8,068.67)
12/31/2025			13-93500-50410 Library Collection Materials		END BALANCE		108,068.67	(8,068.67)

To: Whitefish Bay Public Library Board of Trustees  
From: Nyama Y. Reed, Library Director  
Date: January 27, 2026 Meeting  
Re: Department Reports



### Adult Services (Lenski)

#### **Programs**

In December we hosted a celebration in honor of Jane Austen's 250<sup>th</sup> Birthday! We hosted author Victoria Hinshaw, a Life Member of the Jane Austen Society of North America, to talk about Austen's life and legacy. It was a very fun event and we had around 40 attendees, which I thought successful on Tuesday right before the holidays as we hosted the event on Austen's actual birthday. The event was also sponsored by Jane Austen Society of North America and they had helped with marketing and promotion for the event and some of the attendees were members.

#### **Collection Development**

We are still trying to adjust since the loss of Baker and Taylor. Books have finally started trickling in, but staff are still trying to assess how to review titles to add to the collection. Fiction genres have been easier to identify compared to nonfiction. We are continuing to tweak our process but the loss of B&T isn't just the loss of books. It was a fantastic resource for librarians when making selections, and while Ingram does offer a few similar services, they are not as expansive as B&T.

### Circ Services (Hoge)

#### **NSL Closing**

The added foot traffic and holds volume from the closing of North Shore Library was very high as we started the New Year. Circulation and Shelving staff did a great job of managing more returns and holds while providing our WFB and NSL patrons with high quality service. We are educating NSL patrons on our Smart Locker, our amazing Take & Tinker Collection, and the awesome Used Book Room! The volume has recently become more manageable which has given staff a break from the frenetic pace we were experiencing since NSL closed in mid-December.

#### **Technology**

We continue to wait on a decision by LDAC on the bulk purchase of the Reboot/Restore software and licensing that is used to maintain a secure baseline for all public use computers and laptops. We have two new desktops at the MCFLS office that we purchased in late 2025 to replace 2 old public use desktops in the Adult Services wing, but can't implement them until we know what is happening at the consortium level with Reboot/Restore.

### Youth Services (Kiekhafer)

#### **Programming**

- We are offering an abbreviated programming schedule and storytime schedule in February as Valerie navigates hiring a new full time YS librarian.
- On January 17<sup>th</sup>, we held a Winter Reading Program kickoff party, sponsored by Kiwanis North Shore MKE. 80 people attended and we signed up nearly 50 kids for the program.

#### **Youth Services Space**

- As of the end of December, we have our new space plan completed and we've received the new furniture. The new tables are being used, especially with the influx of high school students studying for finals. We've received fewer complaints from tutors about lack of space/tables. It's been a positive change, and we're grateful to Friends for funding the new furniture.

#### **Staffing**

- Meagan Roelling, our new YS staff member, has been a wonderful addition to the team. She has completed desk training and will begin learning how to do storytime.
- As of February 1<sup>st</sup>, Valerie Morris will be the newest Head of Youth Services at Whitefish Bay Public Library!
- My last day of work at WFBPL will be Friday, January 30<sup>th</sup>. It's been such a pleasure to work at this library and as part of this team.

# WHITEFISH BAY PUBLIC LIBRARY

# STATISTICS

TOTAL CIRCULATION STATISTICS : PHYSICAL + DIGITAL CIRCULATION													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2023	25,220	23,698	26,785	24,052	23,405	27,942	29,421	28,774	24,085	25,335	25,093	24,403	308,213
2024	27,157	26,176	27,834	27,040	25,836	28,501	30,612	29,773	25,852	25,949	24,970	24,560	324,260
2025	28,064	25,723	29,573	27,081	26,850	29,366	31,574	29,144	25,769	26,939	25,651	28,155	333,889
23-24	8%	10%	4%	12%	10%	2%	4%	3%	7%	2%	0%	1%	5%
24-25	3%	-2%	6%	0%	4%	3%	3%	-2%	0%	4%	3%	15%	3%
PHYSICAL CIRCULATION		Easter: Apr 23, Mar 24, Apr 25											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2023	21,136	19,896	22,525	20,148	19,373	23,951	25,176	24,700	20,016	20,541	20,167	19,166	256,795
2024	21,828	21,092	22,149	22,514	20,824	23,851	25,866	25,168	20,877	21,148	20,119	19,705	265,141
2025	22,715	20,822	23,789	21,711	21,313	23,978	26,022	23,589	20,376	21,302	20,390	22,736	268,743
23-24	3%	6%	-2%	12%	7%	0%	3%	2%	4%	3%	0%	3%	3%
24-25	4%	-1%	7%	-4%	2%	1%	1%	-6%	-2%	1%	1%	15%	1%
DIGITAL CIRCULATION		12%											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2023	4,084	3,802	4,260	3,904	4,032	3,991	4,245	4,074	4,069	4,794	4,926	5,237	51,418
2024	5,329	5,084	5,685	4,526	5,012	4,650	4,746	4,605	4,975	4,801	4,851	4,855	59,119
2025	5,349	4,901	5,784	5,370	5,537	5,388	5,552	5,555	5,393	5,637	5,261	5,419	65,146
23-24	30%	34%	33%	16%	24%	17%	12%	13%	22%	0%	-2%	-7%	15%
24-25	0%	-4%	2%	19%	10%	16%	17%	21%	8%	17%	8%	12%	10%
OVERDRIVE													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2023	3,101	2,905	3,298	3,029	3,088	3,080	3,353	3,180	2,990	3,352	3,513	3,659	38,548
2024	3,738	3,522	3,965	3,334	3,488	3,291	3,427	3,217	3,442	3,386	3,309	3,232	41,351
2025	3,841	3,387	4,135	3,800	3,937	3,841	3,988	3,879	3,808	3,908	3,739	3,811	46,074
23-24	21%	21%	20%	10%	13%	7%	2%	1%	15%	1%	-6%	-12%	7%
24-25	3%	-4%	4%	14%	13%	17%	16%	21%	11%	15%	13%	18%	11%
OVERDRIVE MAGAZINES													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2023	289	293	334	264	296	273	254	282	484	798	863	851	5,281
2024	862	878	912	486	790	632	535	556	725	661	674	663	8,374
2025	782	787	874	850	828	862	793	873	844	959	786	826	10,064
23-24	198%	200%	173%	84%	167%	132%	111%	97%	50%	-17%	-22%	-22%	59%
24-25	-9%	-10%	-4%	75%	5%	36%	48%	57%	16%	45%	17%	25%	20%
HOOPLA (Print Books, Audio Books, Music, Movies)		Jan 2025 reduced to 2/mo vs 4/mo											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2023	408	326	400	379	451	436	453	421	403	433	359	440	4,909
2024	476	451	498	526	475	464	483	512	528	512	507	637	6,069
2025	437	390	407	372	378	364	377	387	342	371	375	377	4,577
23-24	17%	38%	25%	39%	5%	6%	7%	22%	31%	18%	41%	45%	24%
24-25	-8%	-14%	-18%	-29%	-20%	-22%	-22%	-24%	-35%	-28%	-26%	-41%	-25%

# WHITEFISH BAY PUBLIC LIBRARY

# STATISTICS

KANOPIY (PLAYS)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2023	286	278	228	232	197	202	185	191	192	211	191	287	2,680
2024	253	233	310	180	259	263	301	320	280	242	361	323	3,325
2025	289	337	368	348	394	321	394	416	399	399	361	405	4,431
23-24	-12%	-16%	36%	-22%	31%	30%	63%	68%	46%	15%	89%	13%	24%
24-25	14%	45%	19%	93%	52%	22%	31%	30%	43%	65%	0%	25%	33%
WIRELESS (Clients per Month)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2023	4,801	4,102	4,248	4,490	4,688	4,671	4,247	4,402	4,530	5,146	4,860	4,712	54,897
2024	5,270	4,727	4,650	5,160	5,146	4,830	4,867	4,929	4,800	5,828	5,220	4,712	60,139
2025	5,983	4,508	5,177	5,520	5,456	5,040	4,960	4,960	5,400	6,324	5,160	4,867	63,355
23-24	10%	15%	9%	15%	10%	3%	15%	12%	6%	13%	7%	0%	10%
24-25	14%	-5%	11%	7%	6%	4%	2%	1%	13%	9%	-1%	3%	5%
PC USER SESSIONS - # OF ADULT SESSIONS													
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2023	1,076	1,052	1,089	1,019	943	1,033	992	1,315	1,131	968	1,043	922	12,583
2024	724	956	933	1,053	1,017	1,001	1,146	1,012	1,101	1,137	1,018	1,000	12,098
2025	1,380	875	1,019	926	948	931	929	841	983	1,086	910	749	11,577
23-24	-33%	-9%	-14%	3%	8%	-3%	16%	-23%	-3%	17%	-2%	8%	-4%
24-25	91%	-8%	9%	-12%	-7%	-7%	-19%	-17%	-11%	-4%	-11%	-25%	-4%
PC USER SESSIONS - # OF KIDS SESSIONS													
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2023	0	0	0	0	0	0	85	1,201	802	879	636	648	4,251
2024	727	689	809	684	709	1,023	1,007	1,271	737	770	762	750	9,938
2025	552	544	721	679	773	1,045	1,394	1,347	828	936	838	749	10,406
23-24	n/a	n/a	n/a	n/a	n/a	n/a	1085%	6%	-8%	-12%	20%	16%	134%
24-25	-24%	-21%	-11%	-1%	9%	2%	38%	6%	12%	22%	10%	0%	5%
DOOR COUNT PER MONTH													
2024 Leap Year													
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2023	11,930	11,497	12,135	13,052	11,605	14,323	14,098	14,520	11,782	12,251	12,417	10,890	150,500
2024	12,294	12,280	12,468	13,935	12,967	14,236	15,861	15,742	12,418	13,375	14,516	11,256	161,348
2025	14,223	12,082	13,717	15,124	14,051	15,123	16,601	14,939	13,211	13,979	13,816	12,472	169,338
23-24	3%	7%	3%	7%	12%	-1%	13%	8%	5%	9%	17%	3%	7%
24-25	16%	-2%	10%	9%	8%	6%	5%	-5%	6%	5%	-5%	11%	5%
Patron Interactions at Adult & Youth Service Desks													
2024 Election													
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2023	884	714	871	828	779	980	842	862	725	698	706	636	9,525
2024	835	755	802	835	794	975	912	904	702	701	684	588	9,487
2025	944	773	909	860	838	958	876	826	754	747	709	685	9,879
23-24	-6%	6%	-8%	1%	2%	-1%	8%	5%	-3%	0%	-3%	-8%	0%
24-25	13%	2%	13%	3%	6%	-2%	-4%	-9%	7%	7%	4%	16%	4%

Placeholder for Foundation update and Adult Services presentation



# Strategic Plan 2026-2030: Workplan and Priorities

January 27, 2026

Presented by Nyama Reed, Director  
and Nikki Sohm DeGuire, Consultant/Board Member



# Previously Shared

- Summary of Staff Survey at October Board Meeting
- Landscape & Analysis (Where are We Today, Trends) at November Board Meeting
- Summary of Patron Survey
- SWOT
- Where Do We Want to Be? (Mission, Guiding Principles)

# Tonight's Meeting

- Goals & Priorities
- Workplan

# Next

- Finalize Plan, Board Review & Vote
- Share with Staff, Village Board
- Community Version Shared





# Goals & Priorities



# Goals 1-3

- **Goal 1: Strengthen Connection and Belonging**

Position the Library as a welcoming public space that fosters social connection, lifelong learning, and a strong sense of belonging for people of all ages, backgrounds, and life stages.

- **Goal 2: Deliver Responsive, High-Quality Library Services**

Provide collections, programs, and services that reflect community desires and needs, support literacy and learning, and adapt to changing interests, technologies, and information behaviors.

- **Goal 3: Invest in an Exceptional Workplace**

Recruit, support, and retain a skilled and engaged staff by fostering a positive workplace culture, equitable compensation, professional growth, and clear, sustainable workflows.

*Priority: As part of 5-year Staffing Plan, advocate to Village to convert one part-time position to full-time to build capacity in Adult Services in 2027 budget, among other future changes.*

# Goals 4-5

- **Goal 4: Optimize Spaces and Facilities for Community Use**

Ensure library spaces are flexible, accessible, safe, and designed to support study, collaboration, creativity, and programming for current and future community needs.

*Priority: Work with Village to develop a 5-year facilities plan to add study rooms, adapt office space, make building updates, and ensure accessible 2nd floor restroom.*

- **Goal 5: Strengthen Connections and Community Impact**

Build and sustain meaningful connections with local organizations, schools, businesses, and community groups to expand the Library's reach, relevance, and shared impact.



# Goals 6-7

- **Goal 6: Ensure Financial Sustainability and Stewardship**  
Maintain long-term financial health through responsible budgeting, leveraging MCFLS Member Reserve Funds (MRF), strong donor relationships, and transparent stewardship of public and private resources.  
*Priority: Develop 5-year financial projections that account for property tax levy limits while integrating anticipated support from MRF, Friends, the Foundation, and the Woman's Club.*
- **Goal 7: Cultivate Communication, Transparency, and Engagement**  
Enhance communication with the community, staff, and governing bodies through clear messaging, consistent outreach, and accessible information about Library services and decision-making.





# Workplan



## Strategic Plan Implementation Roadmap (2026–2030)

	2026 Q1	2026 Q2	2026 Q3	2026 Q4
<b>1. Strengthen Connection and Belonging (Primary: SL)</b>				
<b>Position the Library as a welcoming public space that fosters social connection, lifelong learning, and a strong sense of belonging for people of all ages, backgrounds, and life stages.</b>				
		Clarify core audiences and priority engagement strategies	Increase visibility of the Library as a welcoming, inclusive community space	
<b>2. Deliver Responsive, High-Quality Library Services (Primary: All LT)</b>				
<b>Provide collections, programs, and services that reflect community desires and needs, support literacy and learning, and adapt to changing interests, technologies, and information behaviors.</b>				
Collections: Develop plans to implement changes identified in 2025 LibraryIQ reviews				Update LibraryIQ insights and develop plans for 2027
	Programs: Review effort and impact of program offerings. <b>Develop 2026 program outline</b> with potential updates.			
		Technology: Review tech plan and adjust for year-end purchases.		
				Reference: Review customer service and reference approach
	Equity: Apply an IDEA lens across all service areas			
<b>3. Invest in an Exceptional Workplace (Primary: Director and Board)</b>				
<b>Recruit, support, and retain a skilled and engaged staff by fostering a positive workplace culture, equitable compensation, professional growth, and clear, sustainable workflows.</b>				
Hire and onboard Head of Youth Services	Review and update workloads	Document core workflows and decision-making norms	Reaffirm expectations around communication, prioritization, and sustainability	
Hire and onboard full time YS librarian				

## Strategic Plan Implementation Roadmap (2026–2030)

	2026 Q1	2026 Q2	2026 Q3	2026 Q4
<b>4. Optimize Spaces and Facilities for Community Use (Primary: Director and Board)</b>				
Ensure library spaces are flexible, accessible, safe, and designed to support study, collaboration, creativity, and programming for current and future community needs.				
Complete or advance near-term space improvements already in progress	Clarify long-range space priorities using survey data and usage trends	Work with Village to implement near-term space improvements (i.e. transformation of offices into study rooms and processing area into offices)		
<b>5. Strengthen Connections and Community Impact (Primary: Director and LT)</b>				
Build and sustain meaningful connections with local organizations, schools, businesses, and community groups to expand the Library's reach, relevance, and shared impact.				
Create policies and guidelines to clarify expectations and support collaborations (ex. photography policy and connections guidelines)		Deepen successful connections		
<b>6. Ensure Financial Sustainability and Stewardship (Primary: Director and Board)</b>				
Maintain long-term financial health through responsible budgeting, leveraging MCFLS Member Reserve Funds, strong donor relationships, and transparent stewardship of public and private resources.				
		Align budget narratives to strategic goals	Research levy limits and education Board and LT on impacts.	
		Clarify Friends and Foundation roles in supporting priorities		
<b>7. Cultivate Communication, Transparency, and Engagement (Primary: Director, Board, LT)</b>				
Enhance communication with the community, staff, and governing bodies through clear messaging, consistent outreach, and accessible information about Library services and decision-making.				
Launch Board dashboard and establish reporting cadence	Improve clarity and consistency of public-facing communications			

## Strategic Plan Implementation Roadmap (2026–2030)

2027	2028	2029	2030
<b>1. Strengthen Connection and Belonging (Primary: SL)</b>			Across All Goals
<b>Position the Library as a welcoming public space that fosters social connection, lifelong learning, and a strong sense of belonging for people of all ages, backgrounds, and life stages.</b>			
Research updated communication options and conduct <b>full revision of Communications/Marketing Plan</b>	Implement Communications/Marketing Plan	Implement Communications/Marketing Plan	Research updated communication options and conduct <b>full revision of Communications/Marketing Plan</b>
Expand programs and informal uses that foster social connection	Increase multigenerational and cross-community engagement	Evaluate shifts in community needs and expectations	Summarize outcomes and lessons learned
Strengthen outreach to underrepresented or less-engaged groups		Identify emerging priorities	Celebrate successes and acknowledge challenges
			Translate findings into priorities for 2031–2035
<b>2. Deliver Responsive, High-Quality Library Services (Primary: All LT)</b>			Governance
<b>Provide collections, programs, and services that reflect community desires and needs, support literacy and learning, and adapt to changing interests, technologies, and information behaviors.</b>			
Collections: Review metrics to measure impact of changes		Use survey and dashboard data to reassess collections, programs, and technology. <b>Complete full revision of Collections Plan.</b>	
Programs: Implement changes based on 2026 program review	Programs: Sunset or redesign low-impact offerings. Identify areas for reinvestment or realignment		Programs: Review effort and impact of program offerings. <b>Develop 2026 program outline</b> with potential updates.
	Technology: Research current library trends and options for technology. Conduct <b>full revision of Technology Plan.</b>	Technology: Reassess using survey and usage data, make minor revisions	
		Reference: Research current library trends and options for reference and customer service. <b>Develop Reference and Customer Service Plan.</b>	
Equity: Apply IDEA lens across all service areas	Equity: Apply IDEA lens across all service areas	Equity: Apply IDEA lens across all service areas	Equity: Apply IDEA lens across all service areas
<b>3. Invest in an Exceptional Workplace (Primary: Director and Board)</b>			
<b>Recruit, support, and retain a skilled and engaged staff by fostering a positive workplace culture, equitable compensation, professional growth, and clear, sustainable workflows.</b>			
Invest in professional development tied to strategic priorities	Support leadership development and succession planning	Evaluate staffing model sustainability	
Strengthen internal leadership capacity and cross-department collaboration	Continue refining sustainable workloads and expectations	Identify future leadership and skills needs and develop plan to recruit or develop.	
Convert one part-time position to full-time to build capacity in Adult Services		Convert one part-time position to full-time to build capacity in Circulation Services	
Focus on succession planning for leadership team members.			

## Strategic Plan Implementation Roadmap (2026–2030)

	2027	2028	2029	2030
<b>4. Optimize Spaces and Facilities for Community Use (Primary: Director and Board)</b>				
Ensure library spaces are flexible, accessible, safe, and designed to support study, collaboration, creativity, and programming for current and future community needs.				
Work with Village for installation of new carpeting per current Capital Improvement Plan	Improve flexibility and comfort in high-use areas	Reassess long-term facility needs and constraints		
	Evaluate space use changes and community response	Identify capital or space priorities for the next plan		
<b>5. Strengthen Connections and Community Impact (Primary: Director and LT)</b>				
Build and sustain meaningful connections with local organizations, schools, businesses, and community groups to expand the Library's reach, relevance, and shared impact.				
Co-create programs or services with clear shared outcomes	Expand regional or system-level collaborations where beneficial	Evaluate connections effectiveness and capacity impact		
Review focus on fewer, higher-impact collaborations vs several, low-impact events	Increase visibility of the Library's community role	Decide which connections to continue, expand, or sunset		
<b>6. Ensure Financial Sustainability and Stewardship (Primary: Director and Board)</b>				
Maintain long-term financial health through responsible budgeting, leveraging MCFLS Member Reserve Funds, strong donor relationships, and transparent stewardship of public and private resources.				
Strengthen long-term financial forecasting	Ensure financial practices support long-term resilience	Review long-term financial health and assumptions		
		Prepare funding strategies for the next plan		
<b>7. Cultivate Communication, Transparency, and Engagement (Primary: Director, Board, LT)</b>				
Enhance communication with the community, staff, and governing bodies through clear messaging, consistent outreach, and accessible information about Library services and decision-making.				
Improve storytelling around impact and outcomes	Clearly communicate progress and remaining gaps	Conduct next community survey	Engage the community in future visioning and priorities for next strategic plan	
Use data and narratives together in Board and public communications		Share community survey results transparently		

## Strategic Plan Implementation Roadmap (2026–2030)

	Success Indicators	Dashboard Indicators
<b>1. Strengthen Connection and Belonging (Primary: SL)</b>		
Position the Library as a welcoming public space that fosters social connection, lifelong learning, and a strong sense of belonging for people of all ages, backgrounds, and life stages.		
	Strong program attendance and multi-generational participation	Total program attendance, by age group.
	Library spaces are regularly used for community gathering, conversation, and collaboration	Use of library spaces for informal gathering (observational or room-use data). Door count per day plus maximum occupancy.
	Positive community feedback indicating the Library is welcoming, relevant, and a place to connect	Community survey responses related to “welcoming,” “belonging,” or “connection”
<b>2. Deliver Responsive, High-Quality Library Services (Primary: All LT)</b>		
Provide collections, programs, and services that reflect community desires and needs, support literacy and learning, and adapt to changing interests, technologies, and information behaviors.		
	Circulation, program attendance, and digital resource use remain strong	Total circulation and circulation per capita; turnover rate; physical and digital materials remain strong in relation to local trends
	Collections reflect community interests	Circulation per capita; turnover rate per collection
	New or revised services respond directly to identified community needs or feedback	Number of services, programs, or collections revised based on feedback
	Patron satisfaction remains high across service points	Patron satisfaction ratings in community survey
<b>3. Invest in an Exceptional Workplace (Primary: Director and Board)</b>		
Recruit, support, and retain a skilled and engaged staff by fostering a positive workplace culture, equitable compensation, professional growth, and clear, sustainable workflows.		
	High staff retention and stable staffing	Staff retention and turnover rates
	Staff report strong morale, clear communication, and manageable workloads	Staff survey results related to morale, communication, and workload
	Regular professional development supports skill-building and leadership growth	Professional development hours completed per employee
	Internal workflows are documented, consistent, and support efficient service delivery	Percentage of documented workflows and procedures

## Strategic Plan Implementation Roadmap (2026–2030)

	Success Indicators	Dashboard Indicators
<b>4. Optimize Spaces and Facilities for Community Use (Primary: Director and Board)</b>		
<b>Ensure library spaces are flexible, accessible, safe, and designed to support study, collaboration, creativity, and programming for current and future community needs.</b>		
Regular use of study rooms and program room	Study room and program room usage	
Community feedback reflects satisfaction with library spaces and layout	Patron feedback related to space, comfort, and functionality	
Facility improvements address accessibility, safety, and comfort	Number of facility improvements completed or in progress	
<b>5. Strengthen Connections and Community Impact (Primary: Director and LT)</b>		
<b>Build and sustain meaningful connections with local organizations, schools, businesses, and community groups to expand the Library's reach, relevance, and shared impact.</b>		
Active connections result in shared programs, services, or community initiatives	# of programs and level of attendance for events offered in collaboration with partners	
The Library is recognized as a trusted community partner and resource	Partner feedback on collaboration effectiveness	
Connections expand the Library's reach without overextending staff capacity	Staff time invested in connections relative to outcomes	
<b>6. Ensure Financial Sustainability and Stewardship (Primary: Director and Board)</b>		
<b>Maintain long-term financial health through responsible budgeting, leveraging MCFLS Member Reserve Funds, strong donor relationships, and transparent stewardship of public and private resources.</b>		
Balanced budgets support both current operations and future needs	Annual operating budget balance	
The Library Foundation and Friends contribute meaningfully to library priorities	Annual allocation level per year	
Financial decisions are transparent and aligned with long-term goals	Completion and timeliness of financial reporting	
<b>7. Cultivate Communication, Transparency, and Engagement (Primary: Director, Board, LT)</b>		
<b>Enhance communication with the community, staff, and governing bodies through clear messaging, consistent outreach, and accessible information about Library services and decision-making.</b>		
Community feedback that Communication channels are consistent, accessible, and effective.	Website and digital communication engagement metrics; clarity of public-facing policies and procedures	
Staff and Board receive timely, clear information to support decision-making	Staff and Board feedback on internal communication	
The Library's value and impact are clearly articulated to stakeholders	Analysis of community survey service responses	



# Facilities Plan



**Whitefish Bay Public Library Facility Plan, draft revised 1.25.26**

Dept	Task	Urgency	Difficulty	Cost	Funding Source	Requires Outside Company	Year	Notes
Exterior	New Roof	Done	High	High	Village		2025	Completed
Building	Fire Alarm System Update	Done	High	High	Village		2025	Completed
Building	Wall and Ceiling Repairs from Roof Leaks	High	Moderate	High	Village		2025	Completed
YS	Purchase new study tables and furniture	Done	Easy	\$27k	Friends		2025	Completed
YS	Reconfigure YS shelving	Medium	Moderate	DPW	Village		2025	Completed
YS	Create tutor area	Medium	Easy	Staff time	Library		2025	Completed
Exterior	Solar Panels on Roof	Low	High	High	Village		2026	In process as of 1/20/26
Building	Elevator Update	High	High	High	Village		2026	
AS Dept	Purchase CD shelving and move to AS Dept	Medium	Easy	\$10k-20k	Friends		2026	In process as of 1/20/26
AS	Add door to office	Medium	Easy	Low	Library		2026	
AS	Purchase new study tables	Low	Easy	High	Friends		2026	
AS	Analyze shelving for space to add DVDs	Medium	Moderate	Staff time	NA		2026	In process as of 1/20/26
AS Dept	Move Adult DVDs to AS Dept from AS	Medium	Moderate	Staff time	NA		2026	In process as of 1/20/26
YS	Add door to office	Medium	Easy	Low	Library		2026	
YS	Remove Adult CD shelving	Medium	Easy	DPW	Village		2026	In process as of 1/20/26
YS	Adjust layout of YS DVD shelving	Moderate	Moderate	DPW	Village		2026	In process as of 1/20/26
Storage	Reconfigure basement north area for more efficient storage	Medium	Moderate	Staff time	Library		2026	In process as of 1/20/26
Storage	Reconfigure processing area for more efficient storage	Medium	Moderate	Staff or Consultant	Library		2026	
Building	Replace all carpeting	Medium	Moderate	\$100k-250k	Village	Yes	2027	
Building	Remodel area into cubicles/office space for AS, YS, & CS plus convert AS and YS offices to study rooms	High	Moderate	\$100k	Library	Yes	2027	
Building	Update AS & YS desks at time of carpeting project. Adjustable height.	High	Moderate	\$20k	Library	Yes	2027	
Building	Replace 2nd floor flooring, including stairwell & railings	Medium	Moderate		Village	Yes	2028	
2nd Floor	Convert breakroom into rental space, add AV	Medium	Moderate		Library	Yes	2028	
2nd Floor	Make restroom accessible to all upstairs users	High	Moderate		Library	Yes	2028	
Processing	Turn kitchenette into staff bathroom	Medium	Difficult		TBD	Yes	2028	
Processing	Turn coat rack into kitchenette	Medium	Difficult		TBD	Yes	2028	



# Q&A





# Motion to approve goals as presented (amended)



2026  
Operational  
Workplan

2026	Jan	Feb	Mar	Apr	May	Jun
Mtg Date	1/27/2026	2/24/2026	3/24/2026	4/28/2026	6/2/2026	Skip
Board Recruitment & Elections		Post Board opening(s)	Review and Interview Candidates	Recommend new Board members to Village	Welcome new board member(s) (Village, School?)	
Board Training				Handbook 5-7, 19		
Budget			Fund 13 and Fund 22: review and projections		2027 budget: review initial draft	
Policy and Procedures Reviews		Photography (new)	Bylaws		Fund 13 and Fund 22	
Leadership team	Dept presentation - adult services (SL) + Marketing Plan					
Space				Schedule painting		
Strategic plan	Complete strat plan goals	Finalize SP	Present to Village Board	Communicate SP to Friends, Foundation, Staff, Community	Update Board on Progress	
Plan reviews & reports	State annual report - review and approve			Develop program strategy		
Staffing	Hire Head of YS	Hire FT YS Librarian				
Director						
Friends		Approve 2026 Allocation to Library	Library and Friends Board Presidents attend each other's meeting		Book Sale	
Foundation	Library and Foundation Board Presidents attend each other's meeting			Foundation Spring campaign		

2026	Jul	Aug	Sep	Oct	Nov	Dec
Mtg Date	7/21/2026	8/25/2026	9/22/2026	10/27/2026	11/24/2026	12/15/2026
<b>Board Recruitment &amp; Elections</b>	Board officer elections; appointments to library board committees and Foundation Board.		Approve exceptions to library hours and board meeting dates for next year			
<b>Board Training</b>		Handbook 17-18				Handbook 20-21
<b>Budget</b>	2027 budget: approve library budget to submit to village administration	Village board begins 2027 budget discussions		Village board receives electronic distribution of village manager recommended 2027 budget	Village board discussion and approval of 2027 budget	
<b>Policy and Procedures Reviews</b>	Confidentiality	Patron Registration		Loan Rules & Fines		
<b>Leadership team</b>		Dept presentation - circulation services (TH) + Technology Plan		Dept presentation - youth services (KK/VM)		Dept presentation - adult services (SL) + Marketing Plan
<b>Space</b>	Obtain quotes for door openers	Review quotes and schedule project				
<b>Strategic plan</b>		Update Board on Progress			Update Board on Progress	
<b>Plan reviews &amp; reports</b>	Update Tech Plan			Update collection strategy		
<b>Staffing</b>	Update Board and staff on salary analysis		Update Board on staff development, engagement, and longevity	Staff reviews started	Staff reviews completed	Approve Staff Wages; Director review
<b>Director</b>					Director submit self-reflection to personnel committee	Director meets with personnel committee before Dec board mtg
<b>Friends</b>					Book Sale	
<b>Foundation</b>					Foundation Fall Annual campaign	

To: Whitefish Bay Public Library Board of Trustees  
From: Nyama Y. Reed, Library Director  
Date: January 27, 2026 Meeting  
Re: Library Board Recruitment



## **Our Mission**

The Whitefish Bay Public Library, as a cornerstone of the community, is dedicated to connecting all people, inspiring a love of learning, and providing access to ideas, information, and resources.

## **Background**

Sarah Leinweber will conclude her current term on April 30, 2026, after nine years of dedicated service on the Library Board. To align with the Village appointment process, a recommendation should be submitted to the Village Manager and Village Board President by Friday, March 13, 2026, for consideration at an April Village Board meeting. This will ensure the new member can begin their service at the May 2026 Library Board meeting.

## **Recruitment**

It is recommended the position be posted January 30–February 13, 2026, via the Library website, Library e-newsletter, and Village e-newsletter.

### **Seeking Community Leader**

The Whitefish Bay Public Library Board of Trustees is seeking applicants who value libraries and are committed to community service. The Library Board provides strategic direction and oversight to the Library Director and staff.

Through thoughtful leadership, current and past Boards have built a strong foundation for the Library's finances, operations, facilities, and staff, resulting in a vibrant library known for its excellent collections, outstanding customer service, and engaging programs. The Library is currently finalizing its 2026–2030 Strategic Plan, which will guide services and operations in the years ahead.

Trustees serve three-year terms. This appointment runs from May 1, 2026, through April 30, 2029. Regular meetings are held on the fourth Tuesday of each month at 6:30 pm and typically run 1-2 hours.

Community members interested in contributing their talents to strengthen the Library as a valued community asset are encouraged to apply. Applications should include sufficient information to explain the applicant's interest and qualifications for Board service and must be submitted by 5:00 pm on February 13, 2026.

Check out our Guiding Principles: [https://www.wfblibrary.org/about/mission\\_and\\_values/](https://www.wfblibrary.org/about/mission_and_values/)

**Apply via the Village of Whitefish Bay website:** <http://bit.ly/2nTJLYB>

Questions? Please send an email to [LibraryBoard@wfblibrary.org](mailto:LibraryBoard@wfblibrary.org)

## **Recommended Motion**

Motion to approve posting to recruit Library Board of Trustees applicants.

To: Whitefish Bay Public Library Board of Trustees  
From: Nyama Y. Reed, Library Director  
Date: January 27, 2026 Meeting  
Re: 2025 Annual Report to Department of Public Instruction



## Mission

The Whitefish Bay Public Library, as a cornerstone of the community, is dedicated to connecting all people of ages, inspiring a love of learning, and providing access to ideas, information, and resources.

## Overview

The Whitefish Bay Public Library (WFBPL) continues to perform at a very high level within the Milwaukee County Federated Library System (MCFLS). Usage remains strong across physical materials, digital content, visits, and programs. Total circulation has now surpassed pre-pandemic levels.

The Library operates efficiently and makes strong, strategic use of its resources to deliver high levels of service and community impact. This efficiency, however, results in a notably high workload for staff and ongoing space constraints, both of which are addressed in the forthcoming 2026–2030 Strategic Plan.

## Hours, Access, and Space

- WFBPL is open 62.5 hours per week from September through May, including Sundays, placing it among the longest-operating libraries in the region.
- Peer comparisons highlight WFBPL's accessibility:
  - Brown Deer operates 47 hours per week and is closed Sundays year-round
  - North Shore operates 50 hours per week and is closed Sundays year-round
  - Shorewood operates 61 hours per week and closes Sundays in the summer
- WFBPL offers earlier opening and later closing times than many neighboring libraries, supporting broader community access.
- With the opening of the new North Shore Library, north shore libraries now range from approximately 21,000 to 25,000 square feet. WFBPL continues to operate at the smaller end of this range while maintaining high use.

## Circulation Trends

- Physical circulation has increased steadily since the pandemic and is now just 0.7% below 2019 levels.
- Digital circulation continues to grow rapidly, increasing 287% between 2019 and 2025, helping offset long-term shifts in physical borrowing.
- Total circulation (physical and digital combined) reached 359,191 in 2025, finally exceeding pre-pandemic levels.
- Children's materials remain a core strength, accounting for 52% of all physical circulation in 2025, up from 50% in 2024.

## Collection and Use

- The size of the physical collection has remained stable, while digital collections have expanded to meet increasing demand.
- In 2025, new materials added equaled 7.6% of the total collection, reflecting a healthy and sustainable replacement rate.

## Technology and Internet Use

- Public computer and wireless use declined slightly compared to 2024.

## Visits and Programs

- In-person visits continue to rebound and grow:
  - 2023: 150,500 visits
  - 2024: 161,348 visits
  - 2025: 169,338 visits
  - This equates to an average of nearly 500 people in the building each day in 2025.
- Programming expanded in both volume and reach, with 308 programs and 12,361 attendees in 2025, compared to 266 programs and 12,081 attendees in 2024.
- Growth reflects strong staff-led programming and effective partnerships with community organizations.

## Staffing and Workload

- Staffing levels have remained relatively steady at approximately 11 FTEs.
- While WFBPL ranks in the top third of suburban libraries for staff per resident, staff handle the highest circulation per employee in the system at 24,004 checkouts per staff member.
- To align with the suburban average of 16,290 checkouts per staff member, WFBPL would require approximately 17.9 FTEs rather than the current 11.3, underscoring the intensity of staff workload.

## Wages and Benefits

- A major wage adjustment implemented in 2023 significantly improved salary competitiveness. Wages remain on target.
- Of 27 staff members, 5 full-time and 2 part-time staff qualify for health insurance; 2 full-time staff participate in the Village's insurance plan.
- Retirement benefits are provided to all full-time staff and two part-time employees.

## Revenues

- WFBPL ranks in the top third of suburban MCFLS libraries for both municipal tax support per resident and total revenue per resident.
- Member Reserve Fund revenue continues to grow, supported by strong circulation.
- Friends of the Library, the Library Foundation, and the Woman's Club continue to provide meaningful supplemental financial support.

## Expenditures and Collections Investment

- Total collection spending in 2025, including Friends funding, was \$116,138, up from \$114,000 in 2024.
- The full approved collections budget was not expended due to the closure of Baker & Taylor.
- Even with this disruption, WFBPL remains well above state standards for collection expenditures.
- On a per-resident basis, WFBPL ranks second among suburban MCFLS libraries for collection spending, which directly supports high use and strong Member Reserve Fund revenue.

## Conclusion

WFBPL continues to be a high-performing and heavily used library, offering strong collections, robust programming, and broad community access. The primary challenges identified—staff workload and space limitations—are long-standing and are addressed in the Library's 2026–2030 Strategic Plan.

## Recommendation

Motion to approve the 2025 Annual Report for submission to DPI as presented, and authorize the Board President, or Vice President in the President's absence, to sign the report.



Wisconsin Department of Public Instruction  
**PUBLIC LIBRARY ANNUAL REPORT**  
PI-2401 (Rev. 11-25)  
S. 43.05(4) & 43.58(6)  
**FOR THE YEAR 2025**

**INSTRUCTIONS:** Complete and return electronic, signed copy of the form and attachments to the library system. Confirm with the library system if printed, signed copies are required.

Board-approved, signed annual reports for 2025 are due to the DPI Division for Libraries and Technology no later than March 1, 2026.

**I. GENERAL INFORMATION**

1. Name of Library  Whitefish Bay Public Library		2. Public Library System  Milwaukee County Federated Library System		
3b. Head Librarian First Name  Nyama	3c. Head Librarian Last Name  Reed	4a. Certification Grade  Grade 1	4b. Certification Type  Regular	5. Certification Expiration Date  02/01/2029
6a. Street Address  5420 N. Marlborough Dr.	6b. Mailing Address or PO Box  5420 N. Marlborough Dr.	7. City / Village / Town  Whitefish Bay	8a. ZIP  53217	8b. ZIP4  5347
9. County  Milwaukee				
10. Library Phone Number  4149644380	11. Fax Number  (414) 962-5651	12. Library E-mail Address of Director  n.reed@wfblibrary.org		
13. Library Website URL  www.wfblibrary.org		14. No. of Branches  0	15. No. of Bookmobiles Owned  0	16. No. of Other Public Service Outlets  0
17. Does your library operate a books-by-mail program?  No	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53?  No			
20. Square Footage of Public Library  24,000	21a. Did your library or a branch move to a new facility during the fiscal year?  No	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year?  No	22. UEI Number	

**HOURS OF OPERATION**

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (No interior service for the public)
19a. Winter hours open per week	63	0	0
19b. Number of winter weeks	36	0	0
19c. Summer hours open per week	59	0	0
19d. Number of summer weeks	16	0	0
19e. Total weeks per year	52	0	0
19f. Total hours per year for this location	3,212	0	0

		II. LIBRARY COLLECTIONS							
				a. Number Owned / Leased		b. Number Added			
1. Books in Print				58,041		4,898			
2. Physical Subscriptions				132					
3. Physical Audio Materials				6,908		341			
4. Physical Video Materials				8,549		334			
5. Other Physical Materials				2,080					
6. Total Physical Items in Collection				75,578					
				Purchased solely by the Library		Purchased via a System, Consortium or Cooperative Agreement			
7. E-books				No		Yes			
8. E-serials				No		Yes			
9. E-audio				Yes		Yes			
10. E-video				Yes		Yes			
11. Research Databases				Yes		Yes			
12. Online Learning Platforms				Yes		Yes			
				III. LIBRARY SERVICES					
1. Physical Circulation Transactions				2. Interlibrary Loans					
a. Total Circulation		b. Children's Materials		a. Items Loaned <i>Provided to</i>		b. Items Received <i>Received from</i>			
268,512		138,601		35,045		53,304			
Method for Counting ILL Transactions Categorized ILL Transactions									
(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)				Items Loaned to Other Libraries <i>Provided to</i>		Items Borrowed from Other Libraries <i>Received from</i>			
Integrated Library Systems (ILS)				34,896		53,246			
WISCAT				123		26			
Other (includes OCLC, manual tracking or other methods)				26		32			
3. Electronic Content Circulation Transactions				4. Number of Registered Users					
a. E-books		b. E-serials		c. E-audio		d. E-video			
58,326		10,066		21,981		306			
a. Resident		b. Nonresident		c. TOTAL		e. Children's E-materials			
6,993		0		6,993		4,022			
5. Overdue Fines				6. Reference Transactions					
Yes				a. Method		b. Annual Count			
				Actual Count		4,011			
7. Library Visits				a. Method		b. Annual Count			
				Actual Count		169,338			
8. Uses of Public Internet Computers				9. Uses of Public Wireless Internet					
a. Number of Public Use Computers		b. Number of Public Use Computers with internet access		c. Method		d. Annual Count			
28		28		Actual Count		25,185			
				Actual Count		14,602			

LIBRARY PROGRAMS AND ATTENDANCE					
---------------------------------	--	--	--	--	--

**Total In-Person and Live, Virtual Statistics by Age**

	Young Child (0-5)	Child (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)
Number of Programs	158	54	7	68	10
Total Attendance	5,412	2,419	50	1,635	410

**Total Program Statistics by Program Category**

	In-Person On-Site	In-Person Off-Site	Live, Virtual	Pre-recorded	
Number of Programs	292	5	0	0	
Total Attendance	8,288	1,597	41		
Total Program Views				0	

Describe the library's in-person programs:

Book clubs, storytimes, drop in crafts, take home crafts, author talks, block parties (i.e. building blocks), teen stem programs, music groups/bands, edible book festival, garden programs, panel presentations, photography contest, Veterans Day program, antique appraisal program

---

Which platforms does the library use to host the library's live, virtual programs:

zoom

---

Describe the library's live, virtual programs:

No virtual-only programs. One book clubs offer in-person and zoom attendance.

---

Which platforms does the library use to host the library's pre-recorded programs:

n/a

---

Describe the library's pre-recorded programs:

n/a

**IV. LIBRARY GOVERNANCE**

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	City	Email Address
<b>PRESIDENT</b>			
1. Sarah	Leinweber	Whitefish Bay	skleinweber@mac.com
2. Nikki	DeGuire	Whitefish Bay	nikki.deguire@gmail.com
3. Sam	Dettmann	Whitefish Bay	TrusteeDettmann@wfbvillage.gov
4. Ellie	Gettinger	Whitefish Bay	elliegettinger@gmail.com
5. Erin	Jelenchick	Whitefish Bay	jelenchick@gmail.com
6. Nathan	Christenson	Whitefish Bay	nathan.christenson@wfbschools.com
7. Claire	Flannery	Whitefish Bay	flanneryclan@att.net
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			

**V. LIBRARY OPERATING REVENUE**  
Report operating revenue only. Do not report capital receipts here.

## 1. Local Municipal Appropriations for Library Service Only Joint libraries report more than one municipality here

Municipality Type	Name	Amount
Village	Village of Whitefish Bay	\$930,490
		Subtotal 1
		\$930,490

## 2. County

## a. Home County Appropriation for Library Services

	Subtotal 2a
	\$0

## a. Other County Payments for Library Services

County Name	Amount	County Name	Amount
	\$0		
		Subtotal 2b	\$0

## 3. State Funds

## a. Public Library System State Funds

Description	Amount	Description	Amount
MCFLS Reciprocal Borrowing	\$75,948		
b. Funds Carried Forward from Previous Year	\$0	c. Other State Funded Program	0
		Subtotal 3	\$75,948

## 4. Federal Funds Name of program—for LSTA grant awards, grant number, and project title

Program or Project	Amount
	\$0
	Subtotal 4
	\$0

## 5. Contract Income From other governmental units, libraries, agencies, library systems, etc.

Name	Amount	Name	Amount
West Milwaukee	\$245		

Subtotal 5 \$245

## 6. Other Funds Carried Forward and Expended. Do not include state aid. Report state funds in 3b above.

7. All Other Operating Income	\$162,268
8. Total Operating Income Add 1 through 7	\$1,168,951

## 9. What is the current year annual appropriation provided by governing body(ies) for the public library?

\$941,915

## 10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2)

Not Applicable

## VI. LIBRARY OPERATING EXPENDITURES

Report operating expenditures from all sources. Do not report capital expenditures here.

## X. STAFF

1. Personnel Listing. Libraries with 15 or fewer employees may report all staff under 1a. Libraries with more than 15 employees, list head librarian, chief assistants, branch librarians, division heads, and other supervisory personnel in 1a. and all other positions in 1b.

a. Employees Holding the Title of Librarian. Indicate advanced degrees in Type of Staff.

## X. STAFF (cont'd.)

**b. Other Paid Staff See *Instructions***

2. Library Staff Full-Time Equivalents (FTEs). Divide the total hours worked per week for each category by 40 to determine full-time equivalents.

a. Persons Holding the Title of Librarian	b. All Other Paid Staff (FTE)
Master's Degree from an ALA Accredited Program (FTE) 5.08	Other Persons Holding the Title of Librarian (FTE) 1.39 Subtotal 2a 6.47 Include maintenance, plant operations, and security 4.80 c. Total Library Staff (FTE) 11.27

**XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS**

1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i>			99,839
Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.	a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living in the Library's County	99,825	14	99,839
3. Circulation to Nonresidents Living in Another County in the Library System	0	0	0
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System	0	0	0
5. Circulation to All Other Wisconsin Residents	6. Circulation to Persons from Out of the State		
7. Are the answers to items 1 through 6 based on actual count or survey/sample?	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)?	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?	
Actual	No	Yes	
9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County	Circulation	Name of County	Circulation
a.		f.	
b.		g.	
c.		h.	
d.		i.	
e.		j.	
<b>XII.TECHNOLOGY (Not included in 2025 Report)</b>			

**XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS**

1. Self-directed Activities: <i>Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.</i>			
	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	1	4	1
Total Self-Directed Activity Participation	246	1,137	171
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	2	3	11
Total Self-Directed Activity Participation	284	597	2,435
2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.			
a. First Name	b. Last Name	c. Email Address	
Valerie	Morris	v.morris@wfblibrary.org	
3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.			
a. First Name	b. Last Name	c. Email Address	
Scott	Lenski	s.lenski@wfblibrary.org	

#### XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats. A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and county library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6]
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

#### XV. CERTIFICATION

**I CERTIFY THAT**, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature or designee  ➤	Name of President or Designee Print or type  Sarah Leinweber	Date Signed
Library Director / Head Librarian Signature  ➤	Library Director / Head Librarian Print or type  Nyama Reed	Date Signed

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS	
--	--

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County  
Milwaukee

The Whitefish Bay Public Library Board of Trustees hereby states that in 2025 the Waukeee County Federated Library Sys

*Name of Public Library*

*Name of Public Library System / Service*

did provide effective leadership and adequately met the needs of the library.

did not provide effective leadership and did not adequately meet the needs of the library.

*Indicate with an X one of the above statements*

Explanation of library board's response. *Attach additional sheets if necessary.*

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to [LibraryReport@dpi.wi.gov](mailto:LibraryReport@dpi.wi.gov).

XV. CERTIFICATION	
-------------------	--

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Sarah Leinweber	57

**COMMENTS**

SECTION\_III  
3a. E-book Circulation  
18,192 Overdrive

Estimate 40,000 Online Digitized Local History Collection

134 Ancestry--2026-01-22

6a. Method Used to Count Reference Transactions

Used Gimlet to track--2026-01-22

6b. Reference Transactions

ok--2026-01-22

Used Gimlet to track--2026-01-22

SECTION\_V

Total Revenue

ok--2026-01-22

SECTION\_VI

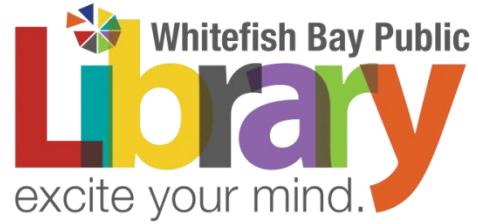
Subtotal 3: Total Collection Expenditures

ok--2026-01-22

Total Operating Expenditures

ok--2026-01-22

To: Whitefish Bay Public Library Board of Trustees  
From: Nyama Y. Reed, Library Director  
Date: January 27, 2026 Meeting  
Re: Director's Reports



- 1) Building
  - a) Regular maintenance continues on schedule.
  - b) The solar project is projected to start this Spring.
- 2) Village – no updates
- 3) Friends – no updates
- 4) Foundation – President Pequignot will attend the January meeting and provide updates.
- 5) MCFLS – North Shore Library will open at its new location February 2.