

# PUBLIC NOTICE

Meeting: Library Board  
Tuesday, March 10, 2020  
**6:00 p.m.** – 12808 W. Hampton Avenue

PLEASE TAKE NOTICE that a regular meeting of the Butler Library Board will be held on the 10<sup>th</sup> day of March, 2020 at 6:00 p.m. at the Butler Public Library, Butler, Wisconsin, at which time and place the following items of business will be considered and possibly acted upon:

1. Roll Call
2. Persons Desiring to be Heard (3 minute limit per person)
3. Consideration of Minutes: February 11, 2020
4. Communications  
-----
  - 4.1. Introduction to Melissa, her position, duties, and focus  
-----
  - 4.2. Review of Strategic Planning progress to date
  - 4.3. Update on PC Reservations Installation
  - 4.4. Other communications
5. Financial Report
  - 5.1. Motion to approve Monthly Financial Report
6. Report of the Director
  - 6.1. Items from the Director
  - 6.2. Q/A on written reports (weekly and monthly)
7. Old Business
  - 7.1. Review and Motion to approve list of updated term years for Board Members
  - 7.2. Review and possible action on By-Laws Revision
8. New Business
  - 8.1. Discussion and possible action to use a Consent Agenda (similar to the Village's format)
  - 8.2. Discussion and possible action to form a committee to review an updated Internet Policy
9. Discussion of future agenda items
10. Schedule next meeting
11. Adjournment

Dated: March 4, 2020

Jodi Kessel Szpizar  
Director

Charlene Benjamin  
President

Notice: It is possible that members of, and possible a quorum of other governmental bodies of the Village may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in the above notice

**Minutes of Butler Public Library Board Meeting**  
**Feb.11<sup>th</sup> , 2020**

**Minutes not formally approved until Library Board Meeting March 10<sup>th</sup> , 2020**

**Meeting was called to order by President C. Benjamin– 6pm**

**1. Members present :**

Jodi Kessel Szpizar (Director), Charlene Benjamin (President),  
Michael Bates, R.Benjamin, Mary Jablonski, Tom Sardina, Teri Stegemeyer, Georgeane Szczygielski

**2. Persons desiring to be heard:**

None

**3. Consideration of Minutes:** Jan.14th, 2020 Motion by Bates to accept minutes, seconded by Jablonski .  
Motion carried unanimously.

**4. Communications:**

- a. President Benjamin watched WLA Winter Webinar. Got ideas on adult programming and community involvement.
- b. President Benjamin has new email address for library communications.
- c. Each board member given a file of information to read before next Saturday's Planning Session.
- d. Watched Powerpoint on Community Information Gathering Surveys.
- e. Trustee Essentials Chp.7 - Official communication goes thru Library Board President then to Library Director

**5. Financial Report:**

- a. Monthly expenditure \$4218.18., YTD \$4218.18, Remaining \$104,503.83 (3.88 % spent)  
Motion by Sardina to approve monthly financial report , seconded by Szczygielski. Motion carried unanimously
- b. Motion to approve the funding of the PC Reservation software from the Library's Reserve Fund, not to exceed \$2250. Motion by Bates, seconded by R.Benjamin , Motion carried unanimously

**6. Report of the Director:**

- a. Hoopla is a streaming service

**7. Old Business:**

- a. By-Laws Revision, more work and discussion needed

**8. New Business:**

- a. Motion to approve 2019 DPI Annual Report pending final figures and Connie Meyer approval, Motion by Bates, seconded by Sardina . Motion carried unanimously

**9. Future Agenda Items:** Wireless Internet Policy

**10. Schedule next meeting:** March 10th, 2020 6pm

**11.Adjournment:** 7:34 pm, Motion by Sardina, seconded by Bates . Motion carried unanimously

Submitted by: Teri Stegemeyer

February 2020		2020 YTD	Current	2020	% Spent			
Fund Account #	2020 Library Budget 800 Fund	2020 Budget	Money Spent	Month (February 2020)	Remaining Balance			
800-55100-50110	Library Salaries & Benefits	\$61,241.00	\$7,621.19	\$4,690.54	\$53,619.81			
800-55100-50120	FICA/Medicare	\$4,685.00	\$599.94	\$369.39	\$4,085.06			
800-55100-50123	Retirement Contribution	\$1,659.00	\$221.31	\$138.17	\$1,437.69			
800-55100-50124	Group Life Insurance Premium	\$61.00	\$6.48	\$5.06	\$54.52			
<b>800-55100</b>	<b>Library Salaries &amp; Benefits</b>	<b>\$67,646.00</b>	<b>\$8,448.92</b>	<b>\$5,203.16</b>	<b>\$59,197.08</b>	12.49%		
800-55200-50126	Travel/Training/Meetings	\$1,100.00	\$56.58	\$46.58	\$1,043.42			
800-55200-50127	Membership Dues	\$160.00	\$53.00	\$53.00	\$107.00			
800-55200-50134	Utilities	\$7,500.00	\$531.64	\$729.74	\$6,968.36			
800-55200-50135	Telephone/Internet	\$1,450.00	\$24.35	\$10.81	\$1,425.65			
800-55200-50136	Office Supplies	\$800.00	\$87.41	\$87.41	\$712.59			
800-55200-50137	Postage	\$50.00	-\$11.00	\$0.00	\$61.00			
<b>800-55200</b>	<b>Library Administration</b>	<b>\$11,060.00</b>	<b>\$741.98</b>	<b>\$927.54</b>	<b>\$10,318.02</b>	6.71%		
800-55300-50162	Contracted Services	\$8,100.00	\$1,359.42	\$681.84	\$6,740.58			
800-55300-50163	Technology Maintenance	\$3,000.00	\$371.94	\$371.94	\$2,628.06			
800-55300-50164	Computer Equipment/Maintenance	\$150.00	\$0.00	\$0.00	\$150.00			
800-55300-50165	Copier Maintenance	\$850.00	\$100.00	\$50.00	\$750.00			
800-55300-50166	Material Processing/Repair	\$900.00	\$76.63	\$76.63	\$823.37			
800-55300-50167	Housekeeping Supplies	\$250.00	\$0.00	\$0.00	\$250.00			
<b>800-55300</b>	<b>Library Equipment/Maintenance</b>	<b>\$13,250.00</b>	<b>\$1,907.99</b>	<b>\$1,180.41</b>	<b>\$11,342.01</b>	14.40%		
800-55400-50168	E-Book Contribution	\$633.00	\$399.00	\$399.00	\$234.00			
800-55400-50169	Shared Databases/Licenses	\$408.00	\$408.00	\$408.00	\$0.00			
800-55400-50170	Special Event Programming	\$0.00	\$0.00	\$0.00	\$0.00			
800-55400-50172	Patron Programs	\$787.00	\$43.08	\$43.08	\$743.92			
800-55400-50179	CAFÉ Member Charge	\$3,723.00	\$3,723.00	\$3,723.00	\$0.00			
<b>800-55400</b>	<b>Library Programs &amp; Services</b>	<b>\$5,551.00</b>	<b>\$4,573.08</b>	<b>\$4,573.08</b>	<b>\$977.92</b>	82.38%		
800-55500-50171	Library Magazines/Newspapers	\$1,100.00	\$363.11	\$363.11	\$736.89			
800-55500-50173	Adult Collection	\$4,615.00	\$693.68	\$548.12	\$3,921.32			
800-55500-50174	Youth Collection	\$4,500.00	\$666.79	\$381.95	\$3,833.21			
<b>800-55500</b>	<b>Library Collection</b>	<b>\$10,215.00</b>	<b>\$1,723.58</b>	<b>\$1,293.18</b>	<b>\$8,491.42</b>	16.87%		
	Contingency	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	0.00%		
<b>Fund 800 Library Totals</b>		<b>\$108,722.00</b>	<b>\$17,395.55</b>	<b>\$13,177.37</b>	<b>\$91,326.45</b>	16.00%		
<b>Library Income</b>	<b>Budget</b>	\$14,161.00	<b>YTD Deposited</b>	\$1,880.15	<b>Mo. Deposited</b>	\$700.66	<b>Balance Needed</b>	\$12,280.85

Balance as of 02/29/2020

Fund 800 - LIBRARY

Account	Description	2020 Amended Budget	YEAR-TO-DATE THRU 02/29/20	ACTIVITY FOR MONTH ENDED 02/29/2020	Available Balance	% Used
Revenues						
Department 00000:						
40320	MISC REVENUE					
02/04/2020	CR OTHER/KEEP THE CHANGE/DONATION		22713	5.00 Receipt #: 39425		
02/14/2020	CR OTHER/KEEP THE CHANGE/DONATION		22852	5.70 Receipt #: 39550		
02/26/2020	CR OTHER/KEEP THE CHANGE/DONATION		22989	1.25 Receipt #: 39669		
40320	MISC REVENUE	925.00	272.38	11.95	652.62	29.45
41100	PROPERTY TAXES	94,561.00	0.00	0.00	94,561.00	0.00
48910 LIBRARY FEES						
02/04/2020	CR PRINTING/COPIES		22713	51.00 Receipt #: 39425		
02/04/2020	CR BOOK SALES		22713	2.00 Receipt #: 39425		
02/04/2020	CR REPLACEMENT LIBRARY CARDS		22713	2.00 Receipt #: 39425		
02/04/2020	CR MILWAUKEE CARDS		22713	40.00 Receipt #: 39425		
02/10/2020	CR PRINTING/COPIES		22780	35.50 Receipt #: 39511		
02/10/2020	CR BOOK SALES		22780	7.25 Receipt #: 39511		
02/14/2020	CR PRINTING/COPIES		22852	51.80 Receipt #: 39550		
02/14/2020	CR BOOK SALES		22852	3.75 Receipt #: 39550		
02/21/2020	CR PRINTING/COPIES		22987	50.50 Receipt #: 39627		
02/21/2020	CR BOOK SALES		22987	6.25 Receipt #: 39627		
02/26/2020	CR PRINTING/COPIES		22989	18.75 Receipt #: 39669		
02/26/2020	CR BOOK SALES		22989	2.25 Receipt #: 39669		
02/26/2020	CR REPLACEMENT LIBRARY CARDS		22989	1.00 Receipt #: 39669		
48910	LIBRARY FEES	3,400.00	608.05	272.05	2,791.95	17.88
48920 LIBRARY FINES						
02/04/2020	CR FINES/REPLACEMENT COSTS		22713	32.35 Receipt #: 39425		
02/10/2020	CR FINES/REPLACEMENT COSTS		22780	22.50 Receipt #: 39511		
02/14/2020	CR FINES/REPLACEMENT COSTS		22850	26.00 Receipt #: 39548		
02/14/2020	CR FINES/REPLACEMENT COSTS		22851	59.90 Receipt #: 39549		
02/14/2020	CR FINES/REPLACEMENT COSTS		22852	40.25 Receipt #: 39550		
02/21/2020	CR FINES/REPLACEMENT COSTS		22987	20.80 Receipt #: 39627		
02/26/2020	CR FINES/REPLACEMENT COSTS		22989	45.40 Receipt #: 39669		
48920	LIBRARY FINES	2,200.00	353.65	247.20	1,846.35	16.08
49000 INTERGOVERNMENTAL REVENUE						
02/18/2020	CR INTERGOVERNMENTAL REVENUE		22918	648.29 Receipt #: 39605		
49000	INTERGOVERNMENTAL REVENUE	7,636.00	648.29	648.29	6,987.71	8.49
49101 TRANS FROM OTHER FUNDS						
49101	TRANS FROM OTHER FUNDS	0.00	0.00	0.00	0.00	100.00
Total - Dept 00000						
		108,722.00	1,882.37	1,179.49	106,839.63	1.73
Total Revenues						
		108,722.00	1,882.37	1,179.49	106,839.63	1.73

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BUTLER

Balances as of 02/29/2020

Fund 800 - LIBRARY

Account	Description	2020 Amended Budget	YEAR-TO-DATE THRU 02/29/20	ACTIVITY FOR MONTH ENDED 02/29/2020	Available Balance	% Used
<b>Expenditures</b>						
Department 55100: LIBRARY SALARIES & BENEFITS						
50110	SALARIES					
02/07/2020	PR		22706	2241.54 ✓ 44		
02/21/2020	PR		22866	2,449.00 ✓ 45		
50110	SALARIES	61,241.00	7,621.19	4,690.54 ✓	53,619.81 ✓	12.44
50120	FICA/MEDICARE					
02/07/2020	PR		22706	176.70 44		
02/21/2020	PR		22866	192.69 45		
50120	FICA/MEDICARE	4,685.00	599.94	369.39 ✓	4,085.06 ✓	12.81
50123	RETIREMENT CONTRIBUTION					
02/07/2020	PR		22706	68.29 44		
02/21/2020	PR		22866	69.88 45		
50123	RETIREMENT CONTRIBUTION	1,659.00	221.31	138.17 ✓	1,437.69 ✓	13.34
50124	GROUP LIFE INS PREMIUM					
02/07/2020	PR		22706	5.06 44		
50124	GROUP LIFE INS PREMIUM	61.00	6.48	5.06 ✓	54.52 ✓	10.62
Total - Dept 55100		67,646.00	8,448.92	5,203.16 ✓	59,197.08 ✓	12.49
Department 55200: LIBRARY ADMINISTRATION						
50126	TRAVEL/TRAINING/ MEETINGS					
02/28/2020	AP		23029	46.58 Inv #: '02172020' Vendor '1912'		
50126	TRAVEL/TRAINING/ MEETINGS	1,100.00	56.58 ✓	46.58 ✓	1,043.42 ✓	5.14
50127	MEMBERSHIP/PROFESSIONAL DUES					
02/28/2020	AP		23030	53.00 Inv #: '02172020' Vendor '2209'		
50127	MEMBERSHIP/PROFESSIONAL DUE	160.00	53.00 ✓	53.00 ✓	107.00 ✓	33.13
50134	UTILITIES					
02/14/2020	AP		22839	729.74 Inv #: '4244-687-085 JAN2020' Vendor '189'		
50134	UTILITIES	7,500.00	531.64 ✓	729.74 ✓	6,968.36 ✓	7.09
50135	TELEPHONE/INTERNET					
02/28/2020	AP		23050	10.81 Inv #: '2627832525022020' Vendor '1648'		
50135	TELEPHONE/INTERNET	1,450.00	24.35 ✓	10.81 ✓	1,425.65 ✓	1.68
50136	OFFICE SUPPLIES					
02/14/2020	AP		22800	31.60 Inv #: '2020-00000021' Vendor '152'		
50136	CAFE CARD COMBOS		22800			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BUTLER

Balances as of 02/29/2020

Fund 800 - LIBRARY

Account	Description	2020 Amended Budget	YEAR-TO-DATE THRU 02/29/20	ACTIVITY FOR MONTH ENDED 02/29/2020	Available Balance	% Used
<b>Expenditures</b>						
Department 55200: LIBRARY ADMINISTRATION						
02/14/2020	AP J. KESSEL SZPISZAR EXPENSES FOR FEB 2020	22820	22820	55.81 Inv #: 7490-01242020 Vendor 1668	712.59	10.93
50136	OFFICE SUPPLIES	800.00	87.41	87.41	712.59	10.93
50137	POSTAGE	50.00	(11.00)	0.00	61.00	(22.00)
50161	LIBRARY WCFLS FEES	0.00	0.00	0.00	0.00	100.00
Total - Dept 55200		11,060.00	741.98	927.54	10,318.02	6.71
Department 55300: LIBRARY EQUIPMENT/MAINTENANCE						
50162 LIBRARY CONTRACTED SERVICES						
02/28/2020	AP FLOOR MATS	23031	23031	36.84 Inv #: 2645627 Vendor 36	2,628.06	12.40
02/28/2020	AP INSECT AND RODENT SERVICE	23053	23053	35.00 Inv #: 3834811 Vendor 1845	150.00	0.00
02/28/2020	AP JANITORIAL SERVICE FOR FEB 2020	23032	23032	305.00 Inv #: 98184 Vendor 1099	6,740.58	16.78
02/28/2020	AP JANITORIAL SERVICE FOR MARCH 2020	23052	23052	305.00 Inv #: 99270 Vendor 1099	150.00	0.00
50162	LIBRARY CONTRACTED SERVICES	8,100.00	1,359.42	681.84	6,740.58	16.78
50163 LIBRARY TECHNOLOGY SUPPLIES						
02/14/2020	AP J. KESSEL SZPISZAR EXPENSES FOR FEB 2020	22820	22820	20.84 Inv #: 7490-01242020 Vendor 1668	2,628.06	12.40
02/28/2020	AP MANAGED ANNUAL SERVICE FOR ANTIVIRUS, SE	23054	23054	351.10 Inv #: 20138 Vendor 636	150.00	0.00
50163	LIBRARY TECHNOLOGY SUPPLIES	3,000.00	371.94	371.94	2,628.06	12.40
50164	COMPUTER/EQUIP MAINT	150.00	0.00	0.00	150.00	0.00
50165 LIBRARY COPIER MAINTENANCE						
02/07/2020	AP COPIER MONTHLY RENTAL	22740	22740	50.00 Inv #: 009121 Vendor 1795	750.00	11.76
50165	LIBRARY COPIER MAINTENANCE	850.00	100.00	50.00	750.00	11.76
50166 LIBRARY MATERIAL PROCESS/REPAIR						
02/14/2020	AP CUSTOM LABELS FOR REPAIRS	22805	22805	76.63 Inv #: 6759858 Vendor 264	823.37	8.51
50166	LIBRARY MATERIAL PROCESS/REPA	900.00	76.63	76.63	823.37	8.51
50167	LIBRARY HOUSEKEEPING SUPPLIE	250.00	0.00	0.00	250.00	0.00
Total - Dept 55300		13,250.00	1,907.99	1,180.41	11,342.01	14.40
Department 55400: LIBRARY PROGRAMS & SERVICES						
50168 LIBRARY E-BOOK CONTRIBUTION						
02/14/2020	AP 2020 ADVANTAGE PROGRAM - E-BOOK	22799	22799	256.00 Inv #: 2020-000000115 Vendor 152	234.00	63.03
02/14/2020	AP FLIPSTER E-MAGAZINE	22798	22798	143.00 Inv #: 2020-000000091 Vendor 152	234.00	63.03
50168	LIBRARY E-BOOK CONTRIBUTION	633.00	399.00	399.00	234.00	63.03
50169	LIBRARY SHARED DATABASES					

Balances as of 02/29/2020  
 Fund 800 - LIBRARY

Account	Description	2020 Amended Budget	YEAR-TO-DATE THRU 02/29/20	ACTIVITY FOR MONTH ENDED 02/29/2020	Available Balance	% Used
<b>Expenditures</b>						
Department 55400: LIBRARY PROGRAMS & SERVICES						
02/14/2020	AP GALE COURSES 2020 - SHARED DATABASE/LI		22797	209.00 Inv #: '2020-000000139' Vendor '152'		
02/14/2020	AP SHARE OF DATABASE COST		22796	199.00 Inv #: '2020-000000067' Vendor '152'		
50169	LIBRARY SHARED DATABASES	408.00	408.00 ✓		0.00	100.00
50170	LIBRARY DVD RENTALS-ADULT	0.00	0.00		0.00	100.00
50172	LIBRARY PATRON PROGRAMS					
02/14/2020	AP SHARE OF MOVIE LICENSING COSTS		22795	37.00 ✓ Inv #: '2020-000000043' Vendor '152'		
02/28/2020	AP LIBRARY EXPENSE FOR J. KESSEL SZPISZAR		23029	6.08 Inv #: '02172020' Vendor '1912'		
50172	LIBRARY PATRON PROGRAMS	787.00	43.08 ✓		743.92	5.47
50179	CAFE MEMBER CHARGES					
02/14/2020	AP 2020 CAFE ANNUAL SUPPORT CHARGES		22794	3,723.00 Inv #: '2020-00000163' Vendor '152'		
50179	CAFE MEMBER CHARGES	3,723.00	3,723.00 ✓		0.00	100.00
Total - Dept 55400		5,551.00	4,573.08 ✓		977.92	82.38
Department 55500: LIBRARY COLLECTION						
50170	LIBRARY DVD RENTALS-ADULT	0.00	0.00		0.00	100.00
50171	LIBRARY MAGAZINES/NEWSPAPERS					
02/14/2020	AP J. KESSEL SZPISZAR EXPENSES FOR FEB 2020		22820	43.00 ✓ Inv #: '7490-01242020' Vendor '1668'		
02/28/2020	AP MAGAZINES AND NEWSPAPERS FOR LIBRARY		23033	320.11 Inv #: '1589002' Vendor '450'		
50171	LIBRARY MAGAZINES/NEWSPAPER	1,100.00	363.11 ✓		736.89	33.01
50173	LIBRARY ADULT BOOKS					
02/07/2020	AP PURCHASE OF BOOKS FOR COLLECTION		22752	149.28 ✓ Inv #: '02072020' Vendor '2053'		
02/14/2020	AP ADULT BOOK		22806	18.60 Inv #: '2035058814' Vendor '1384'		
02/14/2020	AP CHILDREN'S BOOKS ADULT		22808	60.74 ✓ Inv #: '2035082482' Vendor '1384'		
02/14/2020	AP J. KESSEL SZPISZAR EXPENSES FOR FEB 2020		22820	93.44 ✓ Inv #: '7490-01242020' Vendor '1668'		
02/14/2020	AP ADULT MOVIES		22837	29.99 ✓ Inv #: '802792A' Vendor '472'		
02/28/2020	AP ADULT BOOKS		23034	77.82 ✓ Inv #: '2035104573' Vendor '1384'		
02/28/2020	AP ADULT BOOKS		23055	118.25 ✓ Inv #: '2035120493' Vendor '1384'		
50173	LIBRARY ADULT BOOKS	4,615.00	693.68 ✓		3,921.32	15.03
50174	LIBRARY JUVENILE BOOKS					
02/07/2020	AP PURCHASE OF BOOKS FOR COLLECTION		22752	166.59 ✓ Inv #: '02072020' Vendor '2053'		
02/14/2020	AP J. KESSEL SZPISZAR EXPENSES FOR FEB 2020		22820	93.66 ✓ Inv #: '7490-01242020' Vendor '1668'		
02/28/2020	AP CHILDREN'S BOOKS		23035	121.70 Inv #: 'AR110299761' Vendor '2210'		
50174	LIBRARY JUVENILE BOOKS	4,500.00	666.79		3,833.21	14.82
50175	LIBRARY DVD RENTALS-CHILDREN	0.00	0.00		0.00	100.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BUTLER

Balances as of 02/29/2020

Fund 800 - LIBRARY

Account	Description	2020 Amended Budget	YEAR-TO-DATE THRU 02/29/20	ACTIVITY FOR MONTH ENDED 02/29/2020	Available Balance	% Used
<b>Expenditures</b>						
Department 55500: LIBRARY COLLECTION						
Total - Dept 55500		10,215.00	1,723.58 ✓	1,293.18 ✓	8,491.42 ✓	16.87
Department 80100: CONTINGENCY FUND						
50830	CONTINGENCY	1,000.00	0.00	0.00	1,000.00	0.00
Total - Dept 80100		1,000.00	0.00	0.00	1,000.00	0.00
Total Expenditures		108,722.00	17,395.55 ✓	13,177.37 ✓	91,326.45	16.00
NET OF REVENUES AND EXPENDITURES		0.00	(15,513.18)	(11,997.88)	15,513.18	

March 10, 2020

Director's Report

Staff - Staff meeting scheduled Saturday March 14th 8-10am.

Bridges/Alliance of Public Librarians (APL) – from the February 14th meeting:

**Business discussed**

- 1.) **How is marketing done at your library?** Discussion on how different libraries assign marketing duties among their staff
- 2.) **RFID timeline planning.** Ten libraries are planning to implement. Scheduling time for these 10 to get together will be done through board effect.
- 3.) **Hoopla implementation follow up questions.**
  - Trial starts April 1. Training webinar for all staff March 18<sup>th</sup> at 9:00am.
  - Marketing info to be emailed in March.
  - We will revisit usage after one month and set a final end date for the trial. Hoopla needs a 30 day notice to turn Hoopla off.
  - Can't just turn off when the \$50,000 budget is met. Each library's decision to keep hoopla after trial, everyone would be responsible for it in their own budget. Would be best if everyone can have it.
  - Usage of it is dependent on Registered Library. MKE County patrons will be blocked because MKE County Libraries have hoopla.
- 4.) **State of Libraries - Library Legislative Day and PLSR blog update.** Many Directors went to Madison and met with Legislative Aids. Thanked them for supporting libraries. Explained what a Library System is and that the state doesn't fund public libraries. All are encouraged to go in the future.

**Next meeting Friday, March 13<sup>th</sup> in Pewaukee.**

Technology Update – working with Taylor Computers to complete the ability for patrons to print from devices.

PC Reservation – Administration side has been installed. Completion of install on the public computers side scheduled for March 10<sup>th</sup>. PC will be unavailable to patrons that morning.

Building – status quo

Friends – status quo, no meeting currently scheduled

Programming

- Calendar for March attached
- *Go, Gwen, Go: A Family's Journey to Olympic Gold* author visit. Thursday, **March 19<sup>th</sup>** 6:00pm. This is a book written by Gwen Jorgensen's mother, Nancy Jorgensen, and her sister Elizabeth Jorgensen, all from Wisconsin. Nancy and Elizabeth will be here to talk about the book. We have ordered a copy. Opportunities for book purchase and signing will be available.
- Easter Egg Hunt – sponsored by Community Foundation-Clarke House and Friends of the Butler Library. Saturday, **April 4<sup>th</sup>** at 1:00 pm
- Blood Pressure Screenings – by Heritage Court Memory Care – Tuesday, **April 7<sup>th</sup>** 1-4 pm

- 10 Common Garden Problems and How to Solve Them – The Wisconsin Vegetable Gardner, Thursday, **April 9<sup>th</sup>** at 6:30 pm
- Coffee with a Cop, Thursday, **April 30<sup>th</sup>** at 6:00 pm
- Red Cross Blood Drive – **Monday May 11<sup>th</sup>** 1-6 pm
- “If These Walls Could Talk”: Stories of the Notre Dame Cathedral – Thursday, **May 14<sup>th</sup>** 6:30 pm
- Understanding Medicare – Monday, **June 1<sup>st</sup>** 1:00 pm

**Active Library Cards** Accounts expired for 3 years, and not owing any money for replacement costs of items, get deleted from the system. Any expired card that owes less than \$100 in fines (not replacement costs) to any library can be deleted by the registered library (Butler). This is system wide.

	<b>2017</b>	<b>2018</b>	<b>1/9/2020</b>	<b>2/4/2020</b>	<b>3/7/2020</b>
Adult			712	716	722
Business			2	2	3
Child			198	198	199
ILL			100	102	103
Milwaukee County			42	43	44
Staff			5	5	5
Student			22	24	24
Teacher			6	7	7
	<b>1677</b>	<b>1365</b>	<b>1087</b>	<b>1097</b>	<b>1107</b>

# Butler Public Library

12808 W. Hampton Avenue  
Butler, WI 53007  
262-783-2535

## March 2020

Facebook: ButlerPublicLibraryWI  
Website: www.butler.lib.wi.us

### Upcoming Events

- **Storytime with Melissa - Wednesdays at 10:30**

March 4th - Dance Storytime

March 11th - Lucky Storytime

March 18th - Spring Storytime

March 25th - Waffle Storytime

- **Back to Nature: How Outdoor Play Helps with Academic Readiness**

Thursday, March 5th @ 6:30pm

Why is recess important? Get your kids moving and having fun outside in nature. Learn about how playing in nature can affect the different senses and physical skills that assist children to be ready to learn in the classroom, and why it may be challenging for some children to sit still in the classroom. Discover the best activities to help with attention.

- **Butler Public Library Board Meeting**

Tuesday, March 10th @ 6pm

The Butler Public Library Board of Directors meets

the second Tuesday of every month in the library conference room. The public is welcome to attend.

- **Go, Gwen, Go Author Visit with Nancy and Elizabeth Jorgensen**

Thursday, March 19th @ 6pm

This memoir introduces a young woman of modest athletic achievements who uses desire and discipline to attain the ultimate in sport—the Olympic Gold. Gwen Jorgensen and her family grow together, from average to Olympian. Authors will be available for book signing afterwards.

- **Veterans Burial Benefits**

Monday, March 30th @ 1pm

Please join us for a one-hour briefing about veterans' and your spouses' VA Burial Benefits that are available to help most older veterans and their spouses plan for their future. Bring your questions, and there will be complimentary refreshments and flags!

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 CLOSED	2	3	4 10:30 Storytime	5 1:00 Stitching Group 6:30 Back To Nature	6	7
8 CLOSED	9	10 6:00 BPL Board Meeting	11 10:30 Storytime	12 1:00 Stitching Group	13	14
15 CLOSED	16	17 5:00 Women's Book Club	18 10:30 Storytime 5:30 Men's Book Club	19 1:00 Stitching Group 6:00 Go, Gwen, Go	20	21
22 CLOSED	23	24	25 10:30 Storytime	26 1:00 Stitching Group 6:00 Lego Club	27	28
29 CLOSED	30 1:00 Veterans Benefits Seminar	31				

2020	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Patron/Visitors	1850	1886	2162	2229	2222	1914	1923	1778	2204	2345	1846	1920	24,279
2020	2092	1960											4,052
Circulation													
Adults	1688	1612	1623	1774	1668	1829	2146	1905	1772	1829	1660	1642	21,148
2020	1740	1607											3,347
Childrens	838	959	1081	1018	1136	1339	1283	978	1251	1312	1095	1180	13,470
2020	1004	1424											2,428
Total Circulation	2526	2571	2704	2792	2804	3168	3429	2883	3023	3141	2755	2822	34,618
2020	2744	3031											5,775
E-Books	82	47	97	77	68	73	79	77	74	82	50	87	893
2020	110	94											204
Total Circ with E-books	2608	2618	2801	2869	2872	3241	3508	2960	3097	3223	2805	2909	35,511
2020	2854	3125											5,979
New Library Cards	8	18	23	14	16	38	24	18	18	24	10	8	219
2020	10	13											23
Computer Use	245	337	285	357	324	323	421	434	355	370	331	282	4,064
2020	313	278											591
Conference Room													
Scheduled/Occupied	14	9	13	13	10	12	16	14	14	23	12	18	168
2020	18	14											32
Patrons	89	48	41	68	53	64	76	37	26	65	55	41	663
2020	71	66											137

<b>YTD Feb 2018-2019</b>			<b>YTD Feb 2019-2020</b>	
Jan-Feb 2018 Grand Total w/o inhouse & ILL	4,389		Jan-Feb 2019 Grand Total w/o inhouse & ILL	5,053
Jan-Feb 2019 Grand Total w/o inhouse & ILL	5,053		Jan-Feb 2020 Grand Total w/o inhouse & ILL	5,715
difference	664		difference	662
% difference	15.13%		% difference	13.10%
2018 Grand Total w/o inhouse & ILL	28,503		2020	5,715
2019 Grand total w/o ILL & inhouse	34,314		<b>2019</b>	<b>34,314</b>
difference	5,811		2018	28,503
% difference	20.39%		2017	29,160
			2016	32,158
			2015	30,195
			2014	32,373
			2013	32,531
			2012	32,310
			2011	31,280
			2010	28,563
			2009	25,595
			2008	13,158

2020	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
<b>Children's (0-11) (all attendees)</b>													
Storytime (Wed)	36	54											
Lego Club (last Thurs)	6	5											
Summer Reading Prog													
Summer Reading Prog													
Summer Reading Prog													
<b>Children's Totals</b>	<b>42</b>	<b>59</b>	<b>0</b>	<b>101</b>									
<b>Young Adult (12-18)</b>													
	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Young Adult Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Adult (All Ages)</b>													
Lionel RR Club Display(1-12)	11												11
Sustainable Living (1-30) (2-13)	11												11
Blood Drive(1-13)(5-11)(8-10)(11-2)	37												37
Hospice Care-Luther Manor (2-5)		5											5
Valentine Card Making(2-6)		11											11
Welcome to Medicare (2-24)(6-1)(10-5)		4											4
Back to Nature:Outdoor Play (3-5)													0
Go, Gwen, Go (3-19)													0
VA Burial Benefits (3-30)													0
Easter Egg Hunt (4-4)													0
10 Common Garden Problems (4-9)													0
Coffee with a Cop (4-30)													0
If These Walls Could Talk:Notre Dame Cathedral (5-14)													0
NanoWriMo - every Thursday evening 5:30-7:30 in November													79
Santa & Mrs. Claus													0
<b>Adult (all ages) Totals</b>	<b>59</b>	<b>20</b>	<b>0</b>	<b>79</b>									
<b>Monthly Programming Totals</b>	<b>101</b>	<b>79</b>	<b>0</b>	<b>180</b>									

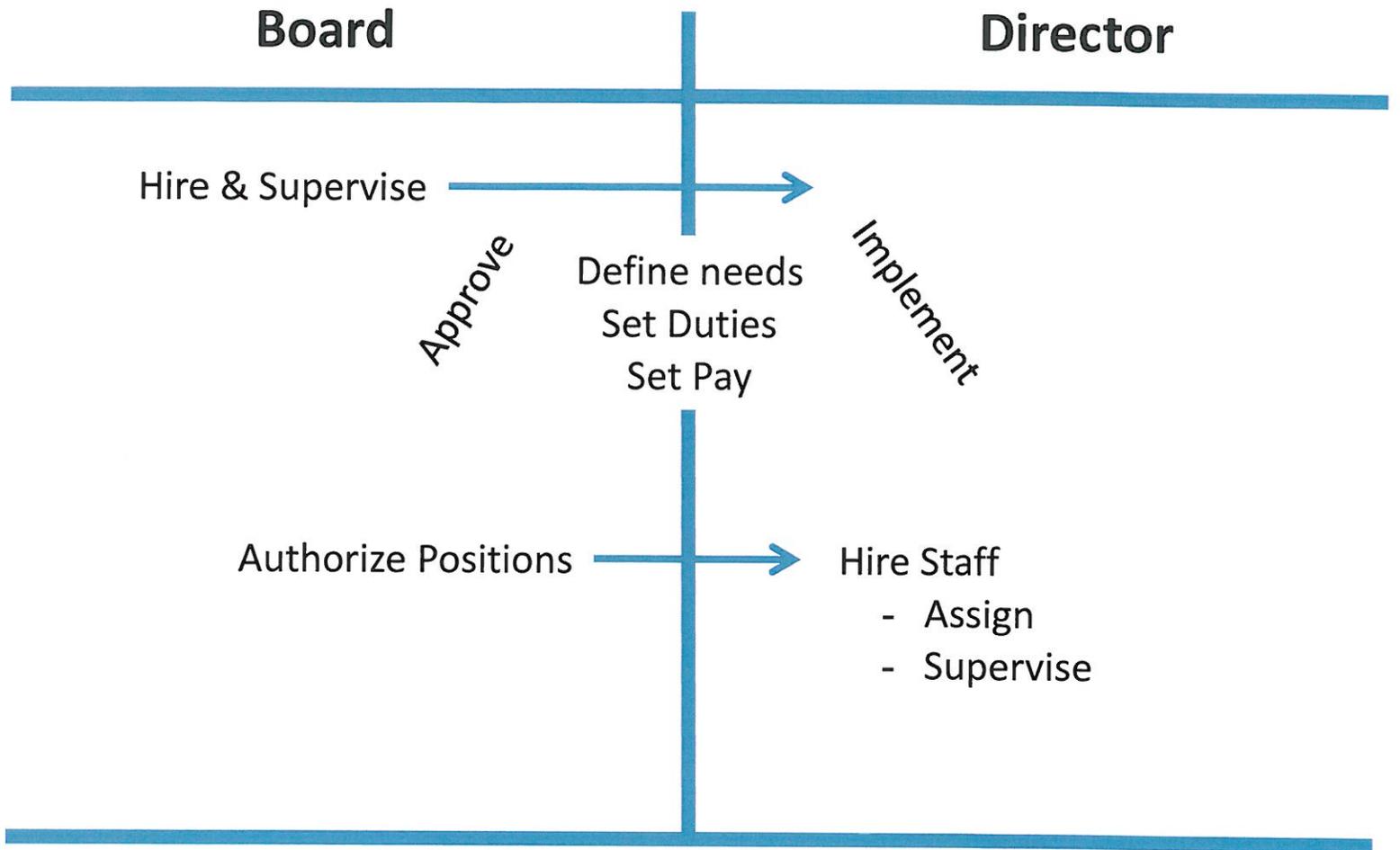
2019 840

2019 568

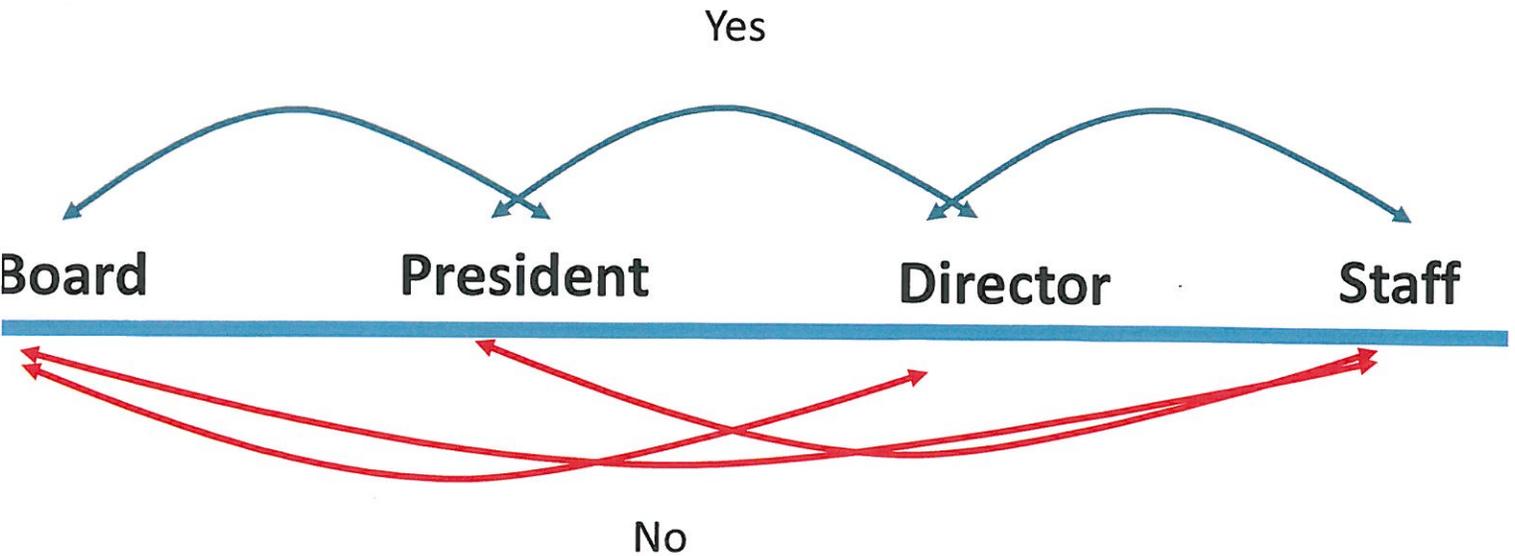
2019 1408

<b>Member</b>	<b>Board term</b>	<b>Notes</b>	<b>Officer term*</b>
Mike Bates	2019 – 2022	Treasurer	2020 – 2023
Charlene Benjamin	2018 – 2021	President. I was appointed to a seat in June of 2018, but it isn't clear if I was filling out someone else's seat, and for how long.	2019 – 2022
Roger Benjamin	2019 – 2022	This is the one seat we're sure about. Pat Tiarks confirmed that Roger was reappointed in 2019	n/a
Mary Jablonski	2019 – 2021*	Per our discussion, we want to reduce the risk of another total turn-over of the Board.*If we ask for Mary's reappointment in 2021, we can spread out the end dates.	n/a
Georgeane Sczygielski	2020 – 2023	Again, wanting to reduce the risk. I propose we ask for Georgeane's reappointment this year (2020)	n/a
Teri Stegemeyer	2020 – 2023	Secretary. Ditto above.	2019 – 2022

# Summary: Trustees Essential Chapter 7: The Library Board and Library Personnel



## Official Communications

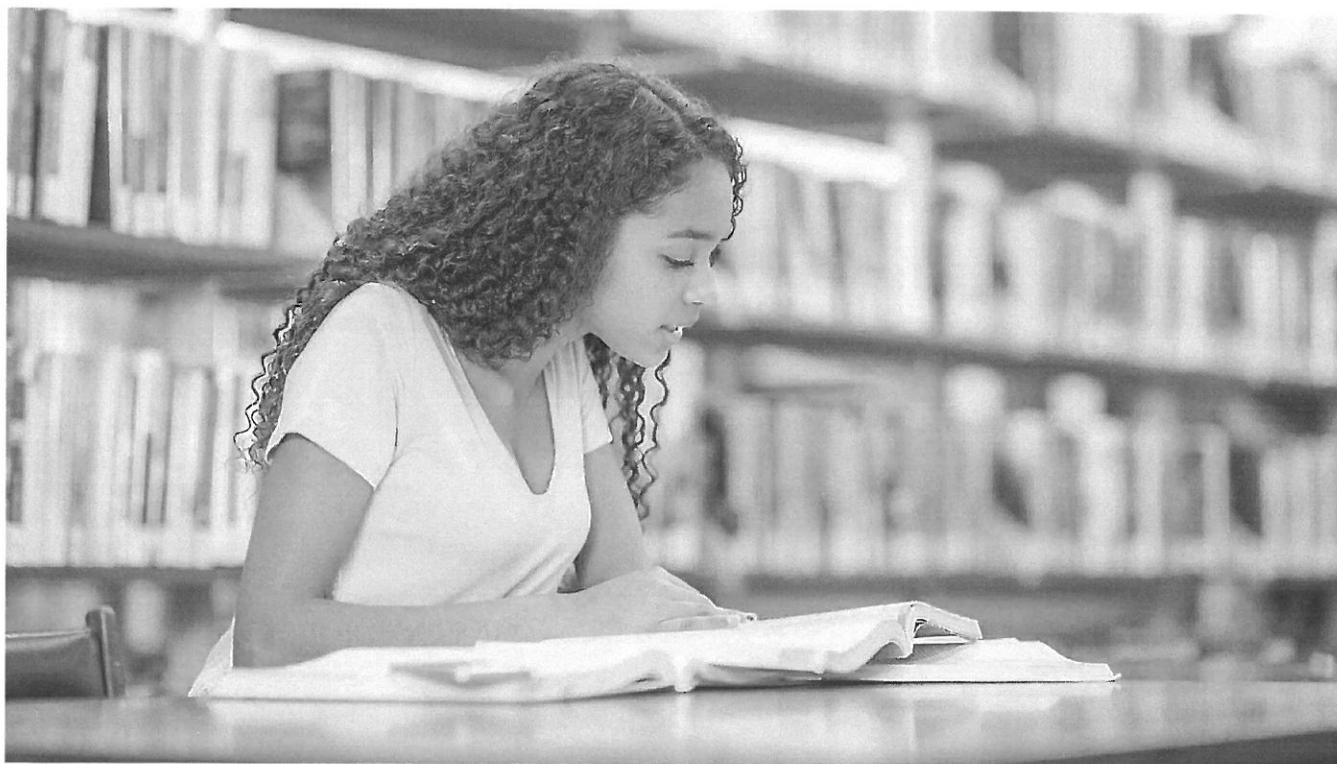


# GALLUP®

JANUARY 24, 2020

## In U.S., Library Visits Outpaced Trips to Movies in 2019

BY **JUSTIN MCCARTHY**



---

STORY HIGHLIGHTS

- Library most frequented by young adults, women and low-income households
- Average U.S. adult attended five movies and five live sporting events
- Age and income among key factors in frequency of activities

WASHINGTON, D.C. -- Visiting the library remains the most common cultural activity Americans engage in, by far. The average 10.5 trips to the library U.S. adults report taking in 2019 exceeds their participation in eight other common leisure activities. Americans attend live music or theatrical events and visit national or historic parks roughly four times a year on average and visit museums and gambling casinos 2.5 times annually. Trips to amusement or theme parks (1.5) and zoos (.9) are the least common activities among this list.

#### Americans' Reports of Leisure and Activities

About how many times in the past year, if any, did you do each of the following? How about -- [RANDOM ORDER]?

	<b>2019 Dec 2-15</b>
	Average
Go to a library	10.5
Go to a movie at a movie theater	5.3
Attend a live sporting event	4.7
Attend a live music or theatrical event	3.8
Visit a national or historical park	3.7
Visit a museum	2.5
Visit a gambling casino	2.5
Go to an amusement or theme park	1.5
Visit a zoo	0.9

Dec. 2-15, 2019

GALLUP

These data -- collected in a Dec. 2-15, 2019 Gallup poll -- are an update from a December 2001 survey. Though the overall rankings at the beginning of the millennium remain the same today, a small decrease has occurred in reported trips to the movie theater (down 1.3 average visits). Meanwhile, small increases have taken place in average reports of visiting a museum (up 0.7 average visits), attending a live music or theatrical event (up 1.1 average visits) and visits to a national or historical park (up 1.3 average visits).

## Women Visit Libraries Nearly Twice as Frequently as Men

Men and woman report doing most activities at about the same rate, but there are a few key differences:

- Women report visiting the library nearly twice as frequently as men do, 13.4 to 7.5 visits.
- Men are more likely than women to visit casinos, attend sporting events and visit national or historical parks.

Reports of Leisure and Activities, by Gender

	<b>Men</b>	<b>Women</b>	<b>Difference</b>
	<b>Average</b>	<b>Average</b>	<b>(Men minus women)</b>
Go to a library	7.5	13.4	-5.9
Go to a movie at a movie theater	5.1	5.6	-0.5
Attend a live music or theatrical event	3.7	3.8	-0.1
Visit a zoo	0.9	0.8	+0.1
Visit a museum	2.7	2.3	+0.4
Go to an amusement or theme park	1.8	1.3	+0.5
Visit a gambling casino	3.4	1.7	+1.7

Dec. 2-15, 2019

GALLUP

	<b>Men</b>	<b>Women</b>	<b>Difference</b>
	<b>Average</b>	<b>Average</b>	<b>(Men minus women)</b>
Attend a live sporting event	5.7	3.7	+2.0
Visit a national or historical park	4.9	2.4	+2.5

Dec. 2-15, 2019

GALLUP

## The 30-49 Age Group Most Active Across Most Activities

Across nearly all measures, the highest average activity rates are among the 30 to 49 age group, while the lowest are among those 65 and older.

The 30 to 49 age group's higher activity may reflect their relative youth combined with mid-life financial stability. Middle-aged adults' activity is particularly above-par in terms of attending live sporting events. Their average attendance of 7.4 events during the year is more than twice that of younger adults and exceeds older adults by more than three visits.

The two exceptions to the pattern of middle-aged adults being the most active are visits to libraries and casinos. U.S. adults aged 18 to 29 visit the library much more than all older age groups -- possibly reflecting college-going adults, who visit the library for studies. This youngest age group also visits casinos the most.

### Reports of Leisure and Activities, by Age Group

	<b>18-29</b>	<b>30-49</b>	<b>50-64</b>	<b>65+</b>
	<b>Average</b>	<b>Average</b>	<b>Average</b>	<b>Average</b>
Go to a library	15.5	12.3	6.8	8.2
Go to a movie at a movie theater	6.6	6.8	4.1	3.6
Attend a live sporting event	2.8	7.4	3.9	3.7

Dec. 2-15, 2019

GALLUP

	<b>18-29</b>	<b>30-49</b>	<b>50-64</b>	<b>65+</b>
	Average	Average	Average	Average
Attend a live music or theatrical event	3.1	4.5	3.8	2.7
Visit a national or historical park	4.2	5.9	2.3	1.6
Visit a museum	2.9	2.9	2.0	1.8
Visit a gambling casino	4.4	2.9	1.8	1.4
Go to an amusement or theme park	1.8	2.6	1.0	0.5
Visit a zoo	0.7	1.5	0.6	0.4

Dec. 2-15, 2019

GALLUP

## High-Income Households Generally Do More Activities

In general, Americans in high-income households report doing activities the most, while Americans in low-income households participate the least.

- The widest gaps between high- and low-income households are in reports of attending a live sporting event, a live music or theatrical event, a museum, and going to the movie theater -- all things often associated with significant ticket prices.
- Conversely, the library -- which is free and offers a variety of services including WiFi -- is visited most by adults in low-income households and least by adults in high-income households.
- Despite having smaller incomes, Americans in low-income households visit gambling casinos with slightly greater frequency.
- Meanwhile, the three income groups are about as likely to attend an amusement or theme park as well as the zoo.

Reports of Leisure and Activities, by Income Group

<b>\$100,000+</b>	<b>\$40,000-99,999</b>	<b>Less than \$40,000</b>
Average	Average	Average

	<b>\$100,000+</b>	<b>\$40,000-99,999</b>	<b>Less than \$40,000</b>
	Average	Average	Average
Go to a library	8.5	10.4	12.2
Go to a movie at a movie theater	6.3	5.7	4.4
Attend a live sporting event	7.5	3.8	3.6
Attend a live music or theatrical event	5.9	3.8	2.3
Visit a national or historical park	4.0	3.6	3.5
Visit a museum	3.5	2.8	1.5
Visit a gambling casino	2.5	2.2	3.5
Go to an amusement or theme park	2.1	1.3	1.5
Visit a zoo	0.9	0.8	1.0

Dec. 2-15, 2019

GALLUP

## Certain Activities More Frequented Among Households With Children

For most measures, there are not meaningful differences between adults who report having children under the age of 18 in their households versus adults who do not have children living in their homes. But for a few activities, there are some differences between the two groups:

- Adults with children in their household attend live sporting events and go to the movies about two times or more than adults who do not have children.
- Meanwhile, adults who have no children in their household attend live music or theatrical events slightly more frequently than adults who have children in their homes.

Reports of Leisure and Activities, by Children Under 18 in Household

<b>Children under 18</b>	<b>No children under 18</b>
Average	Average

	<b>Children under 18</b>	<b>No children under 18</b>
	<b>Average</b>	<b>Average</b>
Go to a library	10.1	10.8
Go to a movie at a movie theater	6.8	4.7
Attend a live sporting event	6.7	3.7
Attend a live music or theatrical event	3.1	4.2
Visit a national or historical park	3.9	3.5
Visit a museum	2.2	2.7
Visit a gambling casino	3.9	2.0
Go to an amusement or theme park	2.0	1.3
Visit a zoo	1.5	0.6

Dec. 2-15, 2019

GALLUP

## Regional Variations in Some Activities

Americans' reports of doing activities vary by the four regions in which they live:

- Those who live in the East report having visited a museum with the greatest frequency.
- In the West, adults have the highest reports of visiting historical or national parks and gambling casinos.

Reports of Leisure and Activities, by Region

	<b>East</b>	<b>Midwest</b>	<b>South</b>	<b>West</b>
	<b>Average</b>	<b>Average</b>	<b>Average</b>	<b>Average</b>
Go to a library	10.4	12.9	9.3	10.1
Go to a movie at a movie theater	5.3	4.9	5.4	5.6

Dec. 2-15, 2019

GALLUP

	<b>East</b>	<b>Midwest</b>	<b>South</b>	<b>West</b>
	Average	Average	Average	Average
Attend a live sporting event	4.5	4.6	5.1	4.3
Attend a live music or theatrical event	3.7	3.0	3.8	4.6
Visit a national or historical park	3.0	2.7	3.1	5.9
Visit a museum	4.0	1.7	2.0	2.5
Visit a gambling casino	1.4	3.3	1.0	5.1
Go to an amusement or theme park	1.8	0.8	1.7	1.7
Visit a zoo	0.6	1.1	0.9	0.7

Dec. 2-15, 2019

GALLUP

## Bottom Line

Despite the proliferation of digital-based activities over the past two decades -- including digital books, podcasts, streaming entertainment services and advanced gaming -- libraries have endured as a place Americans visit nearly monthly on average. Whether because they offer services like free Wi-Fi, movie rentals, or activities for children, libraries are most utilized by young adults, women and residents of low-income households.

Activities that typically cost money are visited or attended less frequently. Among this group of activities, outings to movie theaters and sports events remain the trips Americans make the most, while zoos are the least frequented.

Many factors determine how Americans spend their free time, and financial means is a key factor. Age, too, is a large determinant. While middle-aged Americans may tend to be the most active in these activities due to their relative youth and greater financial stability, the 30 to 49 age cohort's activeness may also reflect its household makeup. The average age of a first-time mother in the U.S. is 26 and 31 for a first-time father, according to 2016 data from the National Center for Health Statistics. So, the need to

keep growing children entertained through trips to the movies or to sporting events -- which are more popular among households with children -- may be more common among this age group.

But one's personal interests also factor into such decisions, which may bear out in activities showing significant gender differences, such as a women's book club at the local library, or activities that are more popular or available in certain parts of the country.

[View complete question responses and trends.](#)

---

#### SURVEY METHODS



Results for this Gallup poll are based on telephone interviews conducted Dec. 2-15, 2019, with a random sample of 1,025 adults, aged 18 and older, living in all 50 U.S. states and the District of Columbia. For results based on the total sample of national adults, the margin of sampling error is  $\pm 4$  percentage points at the 95% confidence level. All reported margins of sampling error include computed design effects for weighting.

Each sample of national adults includes a minimum quota of 70% cellphone respondents and 30% landline respondents, with additional minimum quotas by time zone within region. Landline and cellular telephone numbers are selected using random-digit-dial methods.

RELEASE DATE: January 24, 2020

SOURCE: Gallup <https://news.gallup.com/poll/284009/library-visits-outpaced-trips-movies-2019.aspx>

CONTACT: Gallup World Headquarters, 901 F Street, Washington, D.C., 20001, U.S.A

+1 202.715.3030

GALLUP

## Subscribe to Our Latest Insights

Copyright © 2016 Gallup, Inc. All rights reserved.

Gallup, Inc. maintains several registered and unregistered trademarks that include but may not be limited to: A8, Accountability Index, Business Impact Analysis, BE10, CE11, CE11 Accelerator, Clifton StrengthsExplorer, Clifton StrengthsFinder, Customer Engagement Index, Customer Engagement Management, Dr. Gallup Portrait, Employee Engagement Index, Enetrix, Engagement Creation Index, Follow This Path, Gallup, Gallup Brain, Gallup Business Journal, GBJ, Gallup Consulting, Gallup-Healthways Well-Being Index, Gallup Management Journal, GMJ, Gallup Panel, Gallup Press, Gallup Tuesday Briefing, Gallup University, Gallup World News, HumanSigma, HumanSigma Accelerator, ICE11, I10, L3, ME25, NurseInsight, NurseStrengths, Patient Quality System, Performance Optimization, Power of 2, PrincipallInsight, Q12, Q12 Accelerator, Q12 Advantage, Selection Research, Inc., SE25, SF34, SRI, Soul of the City, Strengths Spotlight, Strengths-Based Selling, StatShot, StrengthsCoach, StrengthsExplorer, StrengthsFinder, StrengthsInsight, StrengthsQuest, SupportInsight, TX(R+E+R)=P3, TeacherInsight, The Gallup Path, The Gallup Poll, The Gallup School, VantagePoint, Varsity Management, Wellbeing Finder, Achiever, Activator, Adaptability, Analytical, Arranger, Belief, Command, Communication, Competition, Connectedness, Consistency, Context, Deliberative, Developer, Discipline, Empathy, Fairness, Focus, Futuristic, Harmony, Ideation, Includer, Individualization, Input, Intellection, Learner, Maximizer, Positivity, Relator, Responsibility, Restorative, Self-Assurance, Significance, Strategic, and Woo. All other trademarks are the property of their respective owners. These materials are provided for noncommercial, personal use only. Reproduction prohibited without the express permission of Gallup, Inc.