

IFLS LIBRARY SYSTEM
BOARD OF TRUSTEES

MEETING LOCATION:

Glenwood City Public Library
217 W. Oak Street, Glenwood City, WI 54013
(or via Zoom – Link below)

DATE/TIME:

Wednesday, September 24, 2025
12:30 pm

**IF YOU ARE UNABLE TO ATTEND THE MEETING, CONTACT THE IFLS OFFICE
(1-800-321-5427) BY 4 P.M. THE DAY BEFORE THE SCHEDULED MEETING.**

Join via Zoom:

<https://us02web.zoom.us/j/89332839262?pwd=yz3plgMPSHEs6ceUeab7bEaK4E4RkU.1>

Meeting ID: 893 3283 9262

Passcode: Db8srxQD

Phone in: 1 312 626 6799

Meeting ID: 893 3283 9262

Passcode: 44106605

A G E N D A

1. Call to Order
2. Establish a Quorum
3. Certification of Compliance with the Open Meeting Law
4. * Approve Agenda
5. Citizen Comments (*Each person who wishes to speak is limited to no more than five minutes. There is a ten minute limit per topic and a twenty minute limit at any meeting for Citizen Comments. Contact IFLS office for additional information.*)
6. Announcements/Correspondence/Introductions
7. * Minutes - Approve: Board of Trustees – July 23, 2025 **#036-25**
Acknowledge Receipt: Personnel Committee – July 23, 2025 **#035-25**
8. * Financials - Approve: Check Registers: July-August 2025 **#038-25**
Approve: Financial Reports: July-August 2025 **#039-25**
9. Investment Report Discussion
10. Agenda Items and Director's Report of Monthly Activities **#040-25**
11. IFLS Staff Reports (Reb Kilde – Communications and PR Coordinator) **#041-25**
12. * Personnel Committee Report **Personnel Chair to provide recommendations**
 - Wages and Benefits for 2026 **
 - Director's Salary for 2026 **

*** The IFLS Library System may go into closed session to consider matters relating to employment, promotion, compensation or performance evaluation of any public employee over which the IFLS Library System has jurisdiction or exercises responsibility, pursuant to Section 19.85(1)(c) of the Wisconsin Statutes. The committee will reconvene into open session.*
13. * Action on Closed Session

14. * 2025 Revised/2026 Preliminary IFLS and MORE Budget **#042-25**
15. * IFLS/State Long Range Plan **#043-25**
16. * 2026 Resource Library Agreement **#044-25**
17. Board Member Reports
18. * Adjournment

Handout: Updated 2025 Trustee List

Wisconsin Library Association (WLA) Conference

<https://www.wisconsinlibraries.org/2025-wla-conference>

** Denotes Action Items*

The IFLS Library System will attempt to provide reasonable accommodations to the public who wish to attend meetings, provided reasonable notice of need is given. To request such accommodation, contact the System Office at (715) 839-5082.

IFLS LIBRARY SYSTEM
Board of Trustees
July 23, 2025

MINUTES

The Board of Trustees of the IFLS Library System met on Wednesday, July 23, 2025, at Chippewa Falls Public Library, 105 W. Central Street, Chippewa Falls, Wisconsin, and via Zoom. Duerkop called the meeting to order at 1:17 pm.

**QUORUM AND CERTIFICATION OF COMPLIANCE
WITH OPEN MEETINGS LAW:**

Joanne Gardner established that a quorum was present and certified that the meeting had been properly noticed in compliance with the open meeting law.

BOARD MEMBERS PRESENT:

Judith Achterhof (St. Croix County); **Mary Ellen Brue** (St. Croix County); **Sue Duerkop** (Polk County); **Pat Eggert** (Dunn County); **James Ericksen** (Chippewa County); **Lois Goode** (Rusk County); **Amanda Kohnen** (Barron County); **Mary Alice Larson** (Barron County); **Sue Marshall** (Price County); **Stella Pagonis** (Eau Claire County); **Jackie Pavelski** (Eau Claire County); **Charlie Schell** (Resource Library); **Mike Schendel** (St. Croix County); **Jane Winter** (Pepin County); **Julie Woodruff** (Chippewa County).

BOARD MEMBERS ABSENT:

Jan Daus (Eau Claire County); **Fran Duncanson** (Polk County); **JoAnne Johnson** (Pierce County); **Jim Tripp** (Dunn County); Vacancy (Pierce County).

OTHERS PRESENT:

John Thompson (Director); **Adam Fuller** (Business Manager); **Joanne Gardner** (Administrative Associate/Recorder); **Katelyn Dubiel** (Public Services Consultant); **Leah Langby** (Library Development and Youth Services Consultant).

APPROVE AGENDA:

MOTION #29 ⁽²⁵⁾: To approve the Agenda as presented. Marshall/Brew
RESULT: Carried.

CITIZEN COMMENTS:

There were no citizen comments.

ANNOUNCEMENTS/CORRESPONDENCE/INTRODUCTIONS:

There were no announcements nor correspondence.

MINUTES:

MOTION #30 ⁽²⁵⁾: To approve the Board of Trustee minutes dated May 28, 2025 (Doc. #027-25). Woodruff/Brue
RESULT: Carried.

The Board acknowledged receipt of the Personnel Committee minutes dated May 28, 2025.

FINANCIALS:

MOTION #31 ⁽²⁵⁾: To approve the Check Registers for May/June 2025 (Doc. #30-25). Larson/Marshall
RESULT: Carried.

Fuller noted the description for Direct Deposits on 6/25/25 should state IFLS staff.

Questions were asked about checks for the bulk supply order, and conference reimbursements.

MOTION #32 ⁽²⁵⁾: To approve the Financial Reports for May/June 2025 (Doc. #31-25). Woodruff/Marshall
RESULT: Carried.

Questions were asked about MORE Management Income, Contingency, Interest Income, Web Development, Employee Assistance Program, ILL Fees & Verification Sources, Photocopier Costs, and Capital Expenditures.

DIRECTOR'S REPORT:

Thompson reported that the State Budget has passed. IFLS will receive roughly \$74,000 of new money for 2026. Expenses may outpace the increase going into 2027.

Agency pieces for the federal budget are unknown until they reconvene. They are pushing the deadline for the federal budget to be passed. DPI received notification for the full amount of the LSTA Grants-to-States 2025 award which will allow the DPI team to continue working to empower libraries to best serve their communities through September 2026.

State Superintendent Jill Underly is beginning her second term by announcing a new organizational structure for the Wisconsin Department of Public Instruction (DPI). The DPI Strategic Plan, along with the agency's legal responsibilities, are the backbone of the new structure. The Library Services Team will now be the Bureau of Libraries. The new structure will have no immediate impact on the work of libraries.

It was noted that libraries used to be a division and the assistant superintendent of public instruction used to be the state librarian. Ben Miller will continue leading the work of the Bureau of Libraries and assume the title of State Librarian. As state employees, they are not in a position to advocate for libraries. The Superintendent of Public Instruction can make political comments, while state employees are not capable of doing so.

REPORTS:

Leah Langby, Library Development and Youth Services Coordinator, was present to provide a report. Langby wears several hats, and she chose three projects to talk about today: Mentor Program, Accessibility Audits, and Professional Development.

The Mentor Program Goals include decreasing isolation and increasing connection. It is hoped this will increase referrals to IFLS resources and staff. There are monthly discussion prompts to help stay on track. Some recent updates to the mentor program include new guidelines/expectations, discussion guides/prompts, reflection opportunities, IFLS touchpoints, And Anonymous feedback opportunities.

The mentorship lasts 12 months. Currently there are 5 Director pairs and 5 Youth Services pairs. Participants can earn up to 10 CE contact hours for certification.

IFLS started providing Accessibility Audits about five years ago. It provides libraries with a chance to work with Compass IL (Independent Living). The goal is to check for ADA Compliance of a library. They can see what areas the library needs to improve. Every library has something they need to address. The audit is informational only.

Langby reported that 69% of IFLS locations have had/are having audits completed so far. Common issues include parking lot, entrances, restrooms, pathways, door weight, and table/desk height.

Challenges include Municipal/library responsibility, funding, prioritization, and messaging.

Questions were asked about how long locations have to be compliant and who determines reasonable accommodations. It was noted that it is a matter of people being advocates for themselves to address ADA compliance. There is no piece in statute addressing a timeline for compliance. Thompson added it is better to know ahead and plan how to address it. This can be presented when dealing with a complaint. As far as defining reasonable, the audit is used as information.

(Eggert left at 2:00 pm.)

Late last year, IFLS sent a Continuing Education (CE) Accessibility Survey to library directors and staff on how to make CE more accessible and easier to participate in as well as the barriers experienced. The biggest barrier to everyone across the board for both online and in-person workshops/webinars is time.

IFLS tries to balance the options of quality in-person opportunities versus the convenience of online on your time. IFLS offers multiple sessions on the same topic to cut down on travel time, but still value opportunities for everyone to come together at one workshop. IFLS uses care in deciding which topics and formats to pursue.

A variety of training options is critical to meet varied needs: online, tutorials, independent learning aids, in-person workshops that include hands-on, big ideas, practical and collaborative opportunities, and guidance for small-talk.

The universal design for learning provides clear learning objectives, clear schedule/timeline, access to slides/handouts ahead of time, and hands-on interactive opportunities to discuss, collaborate, and learn from each other.

Other staff reports were provided in the meeting packet.

Pavelski appreciated Dubiel's report and complimented her on the Vice Chair for the Wisconsin Small Libraries (WISL) section of Wisconsin Library Association (WLA). WISL is offering two scholarships to alleviate some WL costs to anyone who is a member of WLA and works in a small library.

REVISED 2025 BUDGET:

MOTION #33 ⁽²⁵⁾: To approve the Revised 2025 Budget (Doc. #034-25). Goode/Marshall
RESULT: Carried.

The Revised 2025 Budget (Doc. #034-25) was included in the meeting packet. Changes proposed include:

- Line 2 – Interest Income: Increase from \$8,000 to \$80,000 to more accurately reflect interest earned.
- Line 14 - Leave Payouts @ Retirement: Increase from \$15,000 to \$18,000 to provide a little leeway on payouts.
- Line 23 – Librarian Professional Development: Increase from \$15,200 to \$17,500 to provide for Staff and Director Retreats
- Line 49 – Campaign for Wisconsin Libraries: Increase from \$1,800 to \$5,800 to fund the Awareness Campaign
- Line 107 – Contingency: Increase from \$5,000 to \$7,000 to cover the consultation related to delivery services
- Line 139 – Reserved Funds for Vehicle Replacement increase from \$35,000 to \$50,000 to provide enough to cover a vehicle replacement. Current system vehicle is 12 years old.

Pavelski inquired about New Electronic Resources (Line 20). It was noted that the revised budget is unchanged from the original. This line is a placeholder for potential new e-resources.

Pavelski asked about Professional Memberships (Line 22). It was noted that the revised budget is unchanged from the original. Thompson noted that staff do not always renew memberships. But, if they plan to go to a conference, it is often cheaper to sign up to be a member and get the cheaper rate. Staff do not always use all the funds allocated for professional memberships.

PERSONNEL COMMITTEE REPORT:

Larson noted that the Personnel Committee met this morning to discuss the Director Evaluation. The committee reviewed the Director Accountabilities for July 2024 – June 2025 as well as the accountabilities outlined for July 2025 – June 2026. Thompson prepared this document (Doc. #028-25).

The committee also reviewed the Director Evaluation survey results (Doc. #029-25). The results provided a glowing, stunning report of Thompson's work for IFLS. Thompson indicated to the committee that he has a talented team in place to work with.

MOTION #34 ⁽²⁵⁾: To approve the personnel committee recommendation. Marshall/Pavelski
RESULT: Carried.

ADJOURNMENT:

The Board of Trustees adjourned at 2:27 pm. Ericksen/Marshall

Joanne Gardner, Recorder/Administrative Associate

These minutes of the Board of Trustees are approved:

☐ as printed.

☐ with corrections noted.

Presiding Officer

Dated

IFLS LIBRARY SYSTEM
Personnel Committee
July 23, 2025

The Personnel Committee of the IFLS Board of Trustees met on Wednesday, July 23, 2025, at Chippewa Falls Public Library, 105 W. Central Street, Chippewa Falls, Wisconsin, as well as via Zoom. Larson called the meeting to order at 10:36 am.

**QUORUM AND CERTIFICATION OF COMPLIANCE
WITH OPEN MEETING LAW:**

Joanne Gardner established that a quorum was present and certified that the meeting had been properly noticed in compliance with open meeting law.

PERSONNEL COMMITTEE MEMBERS PRESENT:

Mary Ellen Brue (St. Croix County); **Sue Duerkop** (Polk County); **Pat Eggert** (Dunn County); **Mary Alice Larson** (Barron County); **Sue Marshall** (Price County); **Julie Woodruff** (Chippewa County).

PERSONNEL COMMITTEE MEMBERS ABSENT:

None.

OTHERS PRESENT:

John Thompson (Director), **Adam Fuller** (Business Manager), **Joanne Gardner** (Administrative Associate/Recorder), **Lois Goode** (Rusk County).

APPROVE AGENDA:

MOTION #25⁽²⁵⁾ To approve the agenda as presented. Eggert/Marshall
RESULT: Carried.

CITIZEN COMMENTS:

There were no citizen comments.

MINUTES:

MOTION #26⁽²⁵⁾ To approve the Personnel Committee minutes dated May 28, 2025 (Doc. #026-25) as corrected. Woodruff/Eggert
RESULT: Carried.

SYSTEM DIRECTOR ACCOUNTABILITIES:

Larson noted that the Director Accountabilities for July 2024-June 2025 were provided on pages 5-7. Thompson provided how the accountabilities were completed. Page 8 provided the accountabilities moving forward from July 2025 – June 2026.

There were no changes in the accountabilities.

MOTION #27⁽²⁵⁾ To approve the System Director Accountabilities (Doc. #028-25).
Marshall/Woodruff
RESULT: Carried.

SYSTEM DIRECTOR EVALUATION:

The system director evaluation results were provided in the meeting packet (Doc. #029-25). The Survey Monkey evaluation was sent to all IFLS Library Directors in June. Emails were sent to IFLS Staff and the Board of Trustees to accept input for the evaluation.

MOTION #28⁽²⁵⁾ To approve the System Director Evaluation (Doc. #029-25).
Marshall/Woodruff
RESULT: Carried.

Larson did receive a couple emails from Board members that were positive and supportive of the director. One glowing email was received from IFLS Staff.

The cumulation of the survey results and emails received provided an incredibly positive system director survey.

Eggert noted that IFLS is a wonderful system. That is due to Thompson's performance and the structure of the system and staffing.

Thompson noted that the IFLS Staff are excellent, and they have a deep sense of teamwork. There has been cross pollination of knowledge which builds expertise among staff. All are sharing resources. The system is good financially.

Brue noted it was a pleasure to read all the comments received. Kudos to Thompson and the IFLS Staff he works with. There is no high turnover in personnel. Clientele of the libraries backs up the wonderful work of the system.

ADJOURNMENT:

Motion to adjourn at 11:26 am. Eggert/Woodruff

Joanne Gardner, Recorder/Administrative Associate

IFLS Library System

Check Register

July 2025

#038-25

Date	Num	Name	Memo	Amount
Jul 25				
07/01/2025	Auto Pay	Delta Dental	Jul. '25 Vision	-73.44
07/07/2025	Auto Pay	AT&T	Jun. Phone/Fax Line	-74.85
07/08/2025	Auto Pay	Eau Claire, City of	03/01/2025-5/31/2025 Water	-329.26
07/10/2025	Auto Pay	Kwik Trip, Inc.	Jun. Gas Stmt.	-21.96
07/16/2025	Auto Pay	Xcel Energy	05/27-6/25 Gas	-36.76
07/18/2025	Auto Pay	Xcel Energy	05/27-6/25 Electricity	-231.95
07/22/2025	Auto Pay	Lumen	Jul. Phone	-1.45
07/24/2025	Auto Pay	Employee Trust Funds, Dept of	Aug. '25 Health Ins.	-25,374.00
07/24/2025	Auto Pay	Associated Credit Card	Jun. Credit Card *see attached	-13,741.23
07/02/2025	WIRE	Internal Revenue Service	P/R#13	-12,093.30
07/09/2025	WIRE	Wisconsin Deferred Comp. Program	P/R#14	-1,710.00
07/15/2025	WIRE	Wisconsin Department of Revenue	P/R#13	-2,067.62
07/16/2025	WIRE	Internal Revenue Service	P/R#14	-9,478.20
07/23/2025	WIRE	Wisconsin Deferred Comp. Program	P/R#15	-1,710.00
07/30/2025	WIRE	Internal Revenue Service	P/R#15	-9,494.14
07/31/2025	WIRE	Wisconsin Retirement System	Jun. WRF	-12,476.12
07/31/2025	WIRE	Wisconsin Department of Revenue	P/R#14	-1,688.34
07/09/2025	DD3388-3406	IFLS Staff	Direct Deposit	-28,543.67
07/23/2025	DD3407-3425	IFLS Staff	Direct Deposit	-28,587.20
07/08/2025	43692	Compass IL	Assesments-Elk Mound/Menomonie	-1,104.05
07/08/2025	43693	EO Johnson Co.	7/20/25-10/19/2025 Maint. Agreement	-120.00
07/08/2025	43694	Hudson Public Lib	MORE Ecomm Payments 2025	-1,425.08
07/08/2025	43695	Jensen, Brad	Tech Support/Cell Reimbursement	-131.81
07/08/2025	43696	Johnson, Jackee	VOID: Lib. Visit/Menomonie/New Richmond	0.00
07/08/2025	43697	L.E. Phillips Memorial Public Library	MORE Ecomm Payments 2025	-954.97
07/08/2025	43698	Maug Cleaning Solutions, Inc.	6/2/25-6/29/25 Cleaning Service	-420.00
07/08/2025	43699	OCLC, Inc	ILL/Annual Subscription	-58,780.34
07/08/2025	43700	ReaLiving, LLC.	EAP Membership Fee Jul-Sept. 2025	-1,283.00
07/08/2025	43701	River Falls Public Lib	MORE Ecomm Payments 2025	-1,012.72
07/08/2025	43702	Schwartz, Kristopher	Jan.-Jun. Cell Phone Usage	-120.00
07/08/2025	43703	Securian Financial Group, Inc.	Aug. Life Ins.	-439.59
07/08/2025	43704	ThirdWay, Inc.	Wrkshp-Small Spaces Big Opportunity	-1,500.00
07/08/2025	43705	Thompson, John	Jan.-Jun. Cell Phone Usage	-120.00
07/08/2025	43706	OverDrive, Inc.	MORE/Jun. Advantage-Preorders	-311.93
07/21/2025	43707	DEMCO, Inc.	Billable/Supplies for Libs	-344.81
07/21/2025	43708	Dubiel, Katelyn	Lib. Visit, Workshop, COLAND Meeting	-300.02
07/21/2025	43709	Hudson Public Lib	Delivery Damage/1 item-Cozy Grove(Nintendo Sv	-34.99
07/21/2025	43710	L.E. Phillips Memorial Public Library	2nd Qtr Contract Payment	-5,750.00
07/21/2025	43711	Purple Mountain Solutions, INC.	Jul. Delivery Service	-36,001.41
07/21/2025	43712	Roholt, Lori	New Director Mtg.-Spring Valley	-60.20
07/21/2025	43713	Stacey Brown	Mentor/Mentee Meeting-Bloomer to Frederic	-121.44

IFLS Library System
Check Register
July 2025

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
07/21/2025	43714	Sunrise Exchange of EC	Patriot Flag Program	-45.00
07/21/2025	43715	Backstage Library Works	MORE/ Database Maint.	-501.00
07/21/2025	43716	L.E. Phillips Memorial Public Library	MORE/2nd Qtr High Demands	-1,687.50
Jul 25				<u><u>-260,303.35</u></u>

IFLS Library System
ASSOCIATED Credit Card Transaction Detail Report
Electronic Auto Pay (7/24/2025)

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Num</u>	<u>Amount</u>
May 29 - Jun 27, 25				
05/31/2025	FlowRoute.com	Jun. Phone/on Acct	on Acct	50.00
06/01/2025	1st Choice Pest Solutions	Serv. Agrmnt-Jun.	June	67.00
06/01/2025	OfficeMax	Adhesive Poly Pockets	Supplies	71.97
06/01/2025	Google Cloud	Google Maps Fee	Fee	17.03
06/03/2025	Grainger, Inc.	100 Delivery Bins	155126034	4,242.70
06/03/2025	Auto-Owners Insurance	Property General Liability Ins 6/01/25-6/01/2026	Prop/Gen Li	3,611.00
06/03/2025	Auto-Owners Insurance	Auto Ins 7/20/25 - 7/20/2026	016719852	1,098.55
06/03/2025	Avery Labels	MORE Pass Port Prgrm.-Avery Labels	Labels	50.93
06/04/2025	Lake Wapogasset Lutheran Bible Can Retreat	Deposit	Retreat	150.00
06/04/2025	Rev.com	Captioning/ Compensation & Benefits Law	Captioning	94.73
06/05/2025	GFL Environmental	Jun. Garbage	961138	47.72
06/05/2025	American Library Association	ALA Membership/J. Johnson	Memb. Renew	195.00
06/05/2025	AmericInn	Lake Supeior Library Symposium-J. Thompson	Symposium	147.73
06/05/2025	Misc Restaurants	Conf. Meal-J. Thompson	Meal	18.51
06/09/2025	Dell Marketing L.P.	Billable/Park Falls-Laptop	Comp Equip	840.00
06/12/2025	Codecademy, LLC	Annual Subscription	7333759	152.90
06/12/2025	Michael's	MORE Passport Stickers	Pass. Stick	10.51
06/16/2025	FlowRoute.com	Jun. Phone/on Acct	on Acct	50.00
06/16/2025	FlowRoute.com	Jun. Phone/on Acct	on Acct	19.17
06/17/2025	Rev.com	Captioning/ Life Cyle of Employee Part 2	Captioning	123.98
06/17/2025	American Indian Library Association	AILA Membership/J. Johnson	Memb. Renew	20.00
06/18/2025	American Library Association	ALA Membership/L. Langby	Memb. Renew	280.00
06/18/2025	Dell Marketing L.P.	Billable/Plum City-Monitor	Comp Equip	100.00
06/18/2025	Dell Marketing L.P.	Billable/Plum City-Monitor Stand	Comp Equip	63.70
06/18/2025	Dell Marketing L.P.	Billable/Plum City-Optiplex Micro PC	Comp Equip	625.00
06/18/2025	Tockify	Foreign Fee Transaciton	FRGN TRANS	1.60
06/18/2025	Tockify	Subscription/Website Calendar	Renewal	80.00
06/23/2025	NextDayFlyers	Advocacy Post Cards	Advocacy	87.98
06/24/2025	Dell Marketing L.P.	Billable/Elmwood-Optiplex Micro PC-(2)	Comp Equip	1,250.00
06/25/2025	Festival Foods	Pop	Supplies	48.95
06/25/2025	Rev.com	Captioning/FMLA_FSLA	Captioning	64.08
06/25/2025	USPS	Jun. Postage	Postage	9.51
06/27/2025	OfficeMax	Paper	Paper	50.98
May 29 - Jun 27, 25				<u>13,741.23</u>

IFLS Library System

Check Register

August 2025

Date	Num	Name	Memo	Amount
Aug 25				
08/01/2025	Auto Pay	Delta Dental	Aug. '25 Vision	-73.44
08/08/2025	Auto Pay	AT&T	Jul. Phone/Fax Line	-57.57
08/10/2025	Auto Pay	Kwik Trip, Inc.	Jul. Gas Stmt.	-64.11
08/14/2025	Auto Pay	Xcel Energy	06/25-7/257 Gas & Electric Svc	-329.13
08/22/2025	Auto Pay	Associated Credit Card	Jul. Credit Card *see attached	-4,914.20
08/22/2025	Auto Pay	Lumen	Aug. Phone	-1.45
08/25/2025	Auto Pay	Employee Trust Funds, Dept of	Sept. '25 Health Ins.	-25,374.00
08/31/2025	Ck Acct Adj		Bal. Adj.-Voided Ck#43696	-135.80
08/22/2025	Class Adj.		Class Adjustment	449,898.25
08/22/2025	Class Adj.		Class Adjustment	-449,898.25
08/06/2025	WIRE	Wisconsin Deferred Comp. Program	P/R#16	-1,710.00
08/13/2025	WIRE	Internal Revenue Service	P/R#16	-10,355.02
08/15/2025	WIRE	Wisconsin Department of Revenue	P/R#15	-1,691.36
08/20/2025	WIRE	Wisconsin Deferred Comp. Program	P/R#17	-1,610.00
08/27/2025	WIRE	Internal Revenue Service	P/R#17	-9,034.80
08/29/2025	WIRE	Wisconsin Retirement System	Jul. WRF	-11,445.85
08/06/2025	DD3426-3444	IFLS Staff	Direct Deposit	-30,165.58
08/20/2025	DD3445-3462	IFLS Staff	Direct Deposit	-27,002.89
08/06/2025	Void 43696	Johnson, Jackee	Void Check/Rewrite #43725	135.80
08/06/2025	43717	CESA #10	CINC Maint 7/1/25 - 6/30/26	-3,432.00
08/06/2025	43718	Cole, Cecelia	Mult. Lib. Visits	-102.20
08/06/2025	43719	Dubiel, Katelyn	WPLC Delivery Meeting-Milwaukee	-277.90
08/06/2025	43720	Duerkop, Sue	Board Mileage	-126.00
08/06/2025	43721	Eggert, Pat	Board Mileage	-25.20
08/06/2025	43722	EO Johnson Co.	4/20-7/19/25 Overage Charge	-8.56
08/06/2025	43723	Fuller, Adam	Board Mtg/Postage	-20.14
08/06/2025	43724	Gardner, Joanne	Board Mtg. Lunch	-15.00
08/06/2025	43725	Johnson, Jackee	Lib. Visits/Check Reissued	-413.00
08/06/2025	43726	Larson, Mary Alice	Board Mileage	-67.20
08/06/2025	43727	Market & Johnson	IFLS Facility Repairs/Grounds Project	-5,500.00
08/06/2025	43728	Maug Cleaning Solutions, Inc.	6/30/25-7/27/25 Cleaning Service	-420.00
08/06/2025	43729	OCLC, Inc	Jul. Net OCLC Fees	-225.16
08/06/2025	43730	Purple Mountain Solutions, INC.	Aug. Delivery Service	-36,278.28
08/06/2025	43731	Securian Financial Group, Inc.	Sept. Life Ins.	-439.59
08/06/2025	43732	South Central Library System	Statewide Delivery Svc/Jul.-Dec. 25	-10,472.50
08/06/2025	43733	OverDrive, Inc.	July Advantage/High Demand	-7,296.07
08/25/2025	43734	CA Friday Memorial Library	MORE Ecomm Payments 2025	-1,107.55
08/25/2025	43735	Clausen, Bonnie	WLA Membership Reimbursement	-93.00
08/25/2025	43736	Compass IL	Assessments/River Falls Library	-1,317.80
08/25/2025	43737	Culligan	Aug. Service	-99.95
08/25/2025	43738	Jensen, Brad	Tech. Support/Stamley-Mult. Trips	-55.72

IFLS Library System
Check Register
August 2025

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
08/25/2025	43739	Johnson, Jackee	WLA Board Meeting	-240.80
08/25/2025	43740	L.E. Phillips Memorial Public Library	MORE Ecomm Payments 2025	-1,139.87
08/25/2025	43741	Premier Plumbing Services, LLC	Bldg Maint/Toilet Repair/Unrinal Wall S	-588.64
08/25/2025	43742	Thompson, John	Field Visits/6/25/25-8/19/25	-946.40
08/25/2025	43743	Wisconsin Library Association	Legislative Advocate Fee	-1,800.00
Aug 25				<u><u>-196,337.93</u></u>

IFLS Library System
ASSOCIATED Credit Card Transaction Detail Report
Electronic Auto Pay (8/22/2025)

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Num</u>	<u>Amount</u>
Jun 28 - Jul 29, 25				
06/30/2025	Amazon.com Credit	Wall Corner Protector Guards	Wall Guards	220.36
06/30/2025	Dell Marketing L.P.	Docking Station	IFLS Comp	140.00
06/30/2025	NextDayFlyers	Advocacy Post Cards	Advocacy	95.43
07/01/2025	1st Choice Pest Solutions	Serv. Agrmnt-Jul.	July	67.00
07/01/2025	Festival Foods	Pop/Wrkshp Snacks/Lunch	Supplies	128.97
07/01/2025	Google Cloud	Google Maps Fee	Fee	22.97
07/02/2025	Misc Restaurants	Wrkshp Meals-Village Pizzeria	Meal	178.18
07/02/2025	Dell Marketing L.P.	Laptop-Pro 16 Plus Custom	IFLS Comp	1,390.00
07/02/2025	FlowRoute.com	Jul. Phone/on Acct	on Acct	50.00
07/02/2025	UW - Eau Claire	Printing-MORE Passports	383605	199.11
07/03/2025	Menards	Batteries 24 PK	Batteries	11.72
07/05/2025	GFL Environmental	Jul. Garbage	983436	47.58
07/08/2025	Dell Marketing L.P.	Laptop-Pro 16 Plus	IFLS Comp	850.00
07/08/2025	Apple	MORE Library App Memb Fee	App Fees	104.45
07/10/2025	Divi Life	Divi Bars '25/Website Tool	1455730	15.00
07/14/2025	Quill Corporation	Paper Shredder, Paper, Binder Clips, Tape	44841984	139.94
07/15/2025	Southwest Air	ARSL Conf Flight-JT	ARSL Flight	218.37
07/15/2025	Auto-Owners Insurance	Wrkrs Comp Ins Prem. Adj.	Wrkrs Comp	339.00
07/16/2025	Kobussen Buses	PLA-2026	Group Bus	325.00
07/18/2025	USPS	Jul. Postage	Postage	13.12
07/18/2025	FlowRoute.com	Jul. Phone/on Acct	on Acct	50.00
07/24/2025	PayPal Inc.	Damaged Book Replacement-Park Falls	Charge	40.00
07/28/2025	UW-Madison	Advocacy & Disability Webinars (5)	L. Langby	250.00
07/28/2025	Pee-Aye Creative Co.	Websites/TOC Plug in	Renewal	18.00
Jun 28 - Jul 29, 25				<u>4,914.20</u>

IFLS Library System
Balance Sheet
As of August 31, 2025

039-25

	IFLS	MORE	2025 TOTAL	2024 TOTAL
ASSETS				
Current Assets				
Checking/Savings				
1010 · Bank Mutual - Ecomm Checking	24,323.61		24,323.61	24,325.78
1040 · Bank Mutual - Checking	90,499.71		90,499.71	73,198.54
1050/1106 · Investments/Bank Mutual & States PIF	1,554,147.23	514,197.92	2,068,345.15	2,064,552.88
Total Checking/Savings & Investments	1,668,970.55	514,197.92	2,183,168.47	2,162,077.20
Accounts Receivable				
1200 · Accounts Receivable	21,456.83		21,456.83	16,152.96
Total Accounts Receivable	21,456.83	0.00	21,456.83	16,152.96
Other Current Assets				
1110 · Petty Cash Funds	75.00		75.00	75.00
1150 · Prepaid Insurance	2,439.23		2,439.23	2,440.00
1499 · Undeposited Funds	0.00		0.00	3,587.05
1510/1511 · 2025-2026 Prepaid Expenses	29,215.48		29,215.48	36,677.85
Total Other Current Assets	31,729.71	0.00	31,729.71	42,779.90
Total Current Assets	1,722,157.09	514,197.92	2,236,355.01	2,221,010.06
TOTAL ASSETS	1,722,157.09	514,197.92	2,236,355.01	2,221,010.06
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	28,517.06	19,878.01	48,395.07	50,876.02
2011 · Credit Card - Associated	0.00		0.00	2,681.30
Total Accounts Payable	28,517.06	19,878.01	48,395.07	53,557.32
Other Current Liabilities				
2100 · Payroll Liabilities	3,608.76		3,608.76	1,413.61
Total Other Current Liabilities	3,608.76	0.00	3,608.76	1,413.61
Total Current Liabilities	32,125.82	19,878.01	52,003.83	54,970.93
Total Liabilities	32,125.82	19,878.01	52,003.83	54,970.93
Equity				
3000 · Equity/Reserves & Committed (Beginning of Year)	570,000.00	224,000.00	794,000.00	1,102,526.03
3000 · Equity/Uncommitted Funds (Beginning of Year)	386,459.45	89,029.69	475,489.14	16,189.51
Current Year Income Less Expense	733,571.82	181,290.22	914,862.04	1,047,323.59
Total Equity (End of Year)	1,690,031.27	494,319.91	2,184,351.18	2,166,039.13
TOTAL LIABILITIES & EQUITY	1,722,157.09	514,197.92	2,236,355.01	2,221,010.06

IFLS Library System

Revenue and Expense Statement

January through August 2025

	Jan - Aug 25	Jan - Aug 24
Ordinary Income/Expense		
Income		
5100 · Current Year State Aids	1,799,593.00	1,649,709.00
5200 · Interest Income/General Funds	67,818.18	83,553.98
5263 · MORE Management Income	355,124.00	326,434.00
5264 · Catalog/Processing Income	100,274.90	91,159.00
5280 · Technology Income	4,493.84	2,511.59
5300 · Miscellaneous Income	309.06	1,314.21
Total Income	2,327,612.98	2,154,681.78
Expense		
6500 · Salaries/Wages & Benefits	1,006,268.44	921,297.68
6580 · Leave Payouts at Retirement	14,696.19	7,523.08
6585 · Unemployment Benefit Payments	740.00	0.00
66900 · Reconciliation Discrepancies	129.98	0.00
7000 · Employee Assistance Program	3,849.00	0.00
8070 · New Furnishings/Equipment <\$500	883.10	1,955.00
8540 · Annual Audit	10,500.00	9,545.00
8620 · Collection/Electronic Resources	31,594.50	30,479.53
8630 · Wis Pub Lib Consortium Membshp	8,112.00	7,848.00
8670 · Professional Memberships	2,191.28	1,244.30
8690 · Librarian Prof. Development	7,279.12	7,423.04
8700 · CE/Collaboration Projects	400.69	539.12
8714 · Accessibility Audits	4,023.77	3,854.30
8716 · Community Engagement Support	6,050.00	0.00
8720 · IFLS Staff Dvlpmnt & Prof Mtgs	6,400.58	6,179.03
8735 · Library Consulting Expenses	372.00	892.00
8740 · Field Visits	5,862.24	1,997.05
8741 · Field Visits - Tech Support	222.32	127.30
8755 · Programming Kits	485.24	594.21
8812 · ILL Fees & Verification Sources	8,597.10	3,416.56
8850 · Delivery Service	244,042.38	223,556.71
8855 · Collection Dev Grant-LEPhillips	11,500.00	11,500.00
8864 · Wide-Area Network (WAN)	3,432.00	3,432.00
8890 · IFLS Contrib - MORE Operating	148,500.00	135,918.00
8898 · LEAN WI/Shared Tech WVLS	-7,002.00	0.00
8950 · Campaign for Wisconsin Libs	1,800.00	1,650.00
8960 · Long Range Planning Meeting	0.00	103.99
8971 · Web Development	1,551.14	1,052.14
9010 · IFLS Committee Meetings	1,463.50	907.36
9020 · Professional Materials	820.04	979.47

IFLS Library System

Revenue and Expense Statement

January through August 2025

	Jan - Aug 25	Jan - Aug 24
9030 · Postage	697.34	347.84
9050 · Telephone	1,708.48	1,854.24
9060 · Supplies	643.99	3,460.64
9080 · Marketing & Advocacy PR	1,386.83	1,557.05
9123 · Building Overhead Expenses	11,646.53	12,719.78
9140 · Photocopier Costs	585.21	469.44
9160 · Computers	2,899.21	3,182.08
9190 · System Vehicle Expenses	1,657.67	1,482.03
9220 · Insurance	6,346.77	5,396.58
9240 · Contingency	5,475.00	1,387.33
9245 · Capital Expenditures	41,597.65	0.00
Total Expense	1,599,409.29	1,415,871.88
Net Ordinary Income	728,203.69	738,809.90
Pass-thru Income/Expense		
Pass-thru Income		
5476 · LSTA 2024 Income	12,628.40	148,805.09
5620 · Shared Cataloging Svc Income	0.00	248.29
5670 · MORE Shared System Income	1,122,281.00	1,038,445.00
5702 · Billable Project Income	143,063.48	131,975.07
Total Pass-thru Income	1,277,972.88	1,319,473.45
Pass-thru Expense		
8830 · Shared Cataloging Service	3,725.79	3.67
8940 · Projects Billable to Libraries	128,523.48	120,580.84
9500 · MORE Shared Automation Expenses	940,731.53	863,853.09
9981 · LSTA 2023 Grant Expenses	0.00	18,420.28
9982 · LSTA 2024 Grant Expenses	18,333.73	8,101.88
Total Pass-thru Expense	1,091,314.53	1,010,959.76
Net Pass-thru Income	186,658.35	308,513.69
Net Income	914,862.04	1,047,323.59

IFLS Library System

Annual Budget vs. Actual Income and Expense

January through August 2025

	Jan - Aug 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5100 · Current Year State Aids	1,799,593.00	1,799,593.00	0.00	100.0%
5200 · Interest Income/General Funds	67,818.18	80,000.00	-12,181.82	84.77%
5263 · MORE Management Income	355,124.00	532,684.00	-177,560.00	66.67%
5264 · Catalog/Processing Income	100,274.90	100,275.00	-0.10	100.0%
5280 · Technology Income	4,493.84	6,000.00	-1,506.16	74.9%
5300 · Miscellaneous Income	309.06	500.00	-190.94	61.81%
Total Income	2,327,612.98	2,519,052.00	-191,439.02	92.4%
Expense				
6500 · Salaries/Wages & Benefits	1,006,268.44	1,622,345.00	-616,076.56	62.03%
6580 · Leave Payouts at Retirement	14,696.19	18,000.00	-3,303.81	81.65%
6585 · Unemployment Benefit Payments	740.00			
66900 · Reconciliation Discrepancies	129.98			
7000 · Employee Assistance Program	3,849.00	12,000.00	-8,151.00	32.08%
8070 · New Furnishings/Equipment <\$500	883.10	1,800.00	-916.90	49.06%
8530 · Bank & Direct Deposit Fees	0.00	2,000.00	-2,000.00	0.0%
8540 · Annual Audit	10,500.00	10,500.00	0.00	100.0%
8620 · Collection/Electronic Resources	31,594.50	81,600.00	-50,005.50	38.72%
8630 · Wis Pub Lib Consortium Membshp	8,112.00	8,200.00	-88.00	98.93%
8670 · Professional Memberships	2,191.28	9,000.00	-6,808.72	24.35%
8690 · Librarian Prof. Development	7,279.12	17,500.00	-10,220.88	41.6%
8700 · CE/Collaboration Projects	400.69	675.00	-274.31	59.36%
8714 · Accessibility Audits	4,023.77	5,835.00	-1,811.23	68.96%
8716 · Community Engagement Support	6,050.00	8,000.00	-1,950.00	75.63%
8720 · IFLS Staff Dvlpmnt & Prof Mtgs	6,400.58	25,000.00	-18,599.42	25.6%
8735 · Library Consulting Expenses	372.00	1,700.00	-1,328.00	21.88%
8740 · Field Visits	5,862.24	12,000.00	-6,137.76	48.85%
8741 · Field Visits - Tech Support	222.32	1,000.00	-777.68	22.23%
8755 · Programming Kits	485.24	900.00	-414.76	53.92%
8812 · ILL Fees & Verification Sources	8,597.10	11,500.00	-2,902.90	74.76%
8850 · Delivery Service	244,042.38	397,210.00	-153,167.62	61.44%
8855 · Collection Dev Grant-LEPhillips	11,500.00	23,000.00	-11,500.00	50.0%
8864 · Wide-Area Network (WAN)	3,432.00	3,432.00	0.00	100.0%
8890 · IFLS Contrib - MORE Operating	148,500.00	148,500.00	0.00	100.0%
8898 · LEAN WI/Shared Tech WVLS	-7,002.00	96,242.00	-103,244.00	-7.28%
8950 · Campaign for Wisconsin Libs	1,800.00	5,800.00	-4,000.00	31.03%
8960 · Long Range Planning Meeting	0.00	5,000.00	-5,000.00	0.0%
8971 · Web Development	1,551.14	1,600.00	-48.86	96.95%
9010 · IFLS Committee Meetings	1,463.50	1,800.00	-336.50	81.31%
9020 · Professional Materials	820.04	2,500.00	-1,679.96	32.8%

IFLS Library System
Annual Budget vs. Actual Income and Expense
January through August 2025

	<u>Jan - Aug 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
9030 · Postage	697.34	1,200.00	-502.66	58.11%
9050 · Telephone	1,708.48	3,960.00	-2,251.52	43.14%
9060 · Supplies	643.99	6,500.00	-5,856.01	9.91%
9080 · Marketing & Advocacy PR	1,386.83	2,400.00	-1,013.17	57.79%
9123 · Building Overhead Expenses	11,646.53	25,250.00	-13,603.47	46.13%
9140 · Photocopier Costs	585.21	975.00	-389.79	60.02%
9160 · Computers	2,899.21	6,900.00	-4,000.79	42.02%
9190 · System Vehicle Expenses	1,657.67	3,800.00	-2,142.33	43.62%
9220 · Insurance	6,346.77	6,510.00	-163.23	97.49%
9240 · Contingency	5,475.00	5,500.00	-25.00	99.55%
9245 · Capital Expenditures	41,597.65	50,000.00	-8,402.35	83.2%
Total Expense	<u>1,599,409.29</u>	<u>2,647,634.00</u>	<u>-1,048,224.71</u>	<u>60.41%</u>
Net Ordinary Income	728,203.69	-128,582.00	856,785.69	
Pass-thru Income/Expense				
Pass-thru Income				
5476 · LSTA 2024 Income	12,628.40			
5477 · LSTA 2025 Income	0.00	37,144.00	-37,144.00	0.0%
5670 · MORE Shared System Income	1,122,281.00	974,994.00	147,287.00	115.11%
5702 · Billable Project Income	143,063.48			
Total Pass-thru Income	<u>1,277,972.88</u>	<u>1,012,138.00</u>	<u>265,834.88</u>	<u>126.27%</u>
Pass-thru Expense				
8830 · Shared Cataloging Service	3,725.79			
8940 · Projects Billable to Libraries	128,523.48	150,000.00	-21,476.52	85.68%
9500 · MORE Shared Automation Expenses	940,731.53	1,158,824.00	-218,092.47	81.18%
9982 · LSTA 2024 Grant Expenses	18,333.73			
Total Pass-thru Expense	<u>1,091,314.53</u>	<u>1,308,824.00</u>	<u>-217,509.47</u>	<u>83.38%</u>
Net Pass-thru Income	<u>186,658.35</u>	<u>-296,686.00</u>	<u>483,344.35</u>	
Net Income	<u>914,862.04</u>	<u>-425,268.00</u>	<u>1,340,130.04</u>	

IFLS Library System
Revenue less Expense - MORE
January through August 31, 2025

	<u>Jul. - Aug. '25</u>	<u>Jul. - Aug. '24</u>
MORE Income/Expense		
MORE Income		
5670 · MORE Shared System Income		
5670-1 · MORE Start-up Income		
5670-2 · MORE Operating Income	1,115,598.25	1,054,064.00
Total MORE Income	<u>1,115,598.25</u>	<u>1,054,064.00</u>
MORE Expense		
9500 · MORE Shared Automation Expenses		
9500-11 · MORE/IFLS Management Charges	355,288.38	326,434.00
9500-12 · MORE/III Annual Maintenance	167,496.99	161,052.97
9500-16 · MORE/Bibliographic Utility	45,613.38	1,185.68
9500-19 · MORE/Contingency	519.00	219.00
9500-22 · MORE/High-demand Hold Project	4,730.48	4,344.39
9500-25 · MORE/Subscps/Lib Elf, Novelist , Covers	9,676.88	11,131.73
9500-24 · MORE/Conferences	7,259.39	3,858.09
9500-31 · MORE/New Products/	15,588.00	3,300.00
9500-44 · MORE/Decision Center	37,255.55	35,822.64
9500-38 · MORE/Systemwide OCLC	0.00	42,783.39
9500-40 · MORE/Overdrive Content	48,755.99	39,517.15
9500-46 · MORE/Electronic Periodicals	0.00	12,896.47
9500-48 · MORE/i-Tiva Telephony Subscription	12,395.51	11,918.76
9500-50 · MORE Discovery/Online Catalog	54,023.67	51,435.22
9500-51 · MORE Discovery/BiblioApps	104.45	12,963.26
9500-54 · MORE/NicheAcademy	3,300.00	0.00
9500-5 · MORE/Publicity	2,101.32	2,222.11
9500-6 · MORE/Database Cleanup/Maint	3,586.26	3,449.85
9500-8 · MORE/Host Site Costs	4,085.33	0.00
9500-41 · MORE/E-Content	155,203.00	134,866.00
Total 9500 · MORE Shared Automation Expenses	<u>926,983.58</u>	<u>859,400.71</u>
Total MORE Expense	<u>933,671.08</u>	<u>859,400.71</u>
Year-to-date MORE Income less Expense	<u>181,290.22</u>	<u>194,663.29</u>
 Plus 12/31/24 MORE Uncommitted Fund Balance	 89,029.69	
Plus 12/31/24 MORE Reserve/Committed Balance	<u>224,000.00</u>	
 MORE Fund Balance	 <u>494,319.91</u>	

My Online Resource (MORE)

Balance Sheet

As of August 31, 2025

	MORE
ASSETS	
Current Assets	
1105 · Investment Funds - MORE	\$ 514,197.92
1200-1 · Accts Receivable-MORE	-
1510-1 · 2025 Prepaid Expense-MORE	
TOTAL ASSETS	\$ 514,197.92
LIABILITIES & EQUITY	
Liabilities	
2000-1 · Accounts Payable-MORE	19,878.01
Total Liabilities	19,878.01
Equity	
MORE Reserved Fund Balance on 1/1/2025	224,000.00
MORE Committed Fund Balance on 1/1/2025	
MORE Uncommitted Fund Balance on 1/1/2025	89,029.69
Current Year Income less Expense	181,290.22
Total Equity/MORE Fund Balance	494,319.91
TOTAL LIABILITIES & EQUITY	\$ 514,197.92

LEAN WISCONSIN
Budget Report - July 2025

Exhibit 6c

Account #	Account	Appropriation	Curr. Dist.	Total Dist.	Receipts/Reimb.	Balance
6-6100	HR - SALARIES/WAGES	\$56,560.00	\$0.00	\$0.00	\$0.00	\$56,560.00
6-6130	HR - BENEFITS and OTHER	\$34,063.00	\$0.00	\$0.00	\$0.00	\$34,063.00
6-6210	LICENSING AND SERVICES	\$145,330.00	\$45,363.81	\$55,753.08	\$0.00	\$89,576.92
6-6250	TRAVEL	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00
6-6290	INSURANCE	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00
6-6360	MAINTENANCE	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00
6-6650	LIFECYCLE \ LONG RANGE	\$72,558.40	\$0.00	\$15,173.52	\$0.00	\$57,384.88
6-6800	CAPITAL	\$25,800.00	\$0.00	\$24,584.75	\$0.00	\$1,215.25
TOTAL		\$348,411.40	\$45,363.81	\$95,511.35	\$0.00	\$252,900.05

Note: The appropriation for 6210 was adjusted to match 2025 midterm "actuals" budget revision, less prepaid services.

Beginning July 2025 Balance		\$553,363.31		Beginning 2025 Balance		\$586,519.85
Receipts/Transfers - Partner Shares		\$42,000.00		Receipts - Partner Shares		\$58,500.00
Receipts - CPA		\$0.00		Receipts - CPA		\$491.00
Transfers - Expenses to 3-Grants		\$0.00		Transfers - Expenses to 3-Grants		\$0.00
Expenditures - 2025 Budget		(\$45,363.81)		Expenditures - 2025 Budget		(\$95,511.35)
Expenditures - 2025 New/Unplanned		\$0.00		Expenditures - 2025 New/Unplanned		\$0.00
Ending July 2025 Balance		\$549,999.50		2025 Year to Date Balance		\$549,999.50

Segregated Monies - Grants Awarded			Realized Technology Grant Transfers		
Account #	Name	Balance	Account #	Name	Balance
3-2025-251	LSTA '24-'25 Sparsity 77,028	\$ -	3-2025-251	LSTA '24-'25 Sparsity	\$ 77,028.00
3-2026-251	LSTA '25-'26 Sparsity	\$ -	3-2026-251	LSTA '25-'26 Sparsity	\$ -

Segregated Monies - Prepaid Services			Unrealized Receivables 6-0000-		
Account #	Description	Balance	Account #	Account	
6-6210	CVTC RDC Rack 2	\$ 5,646.97	100	Partner Shares	\$ 34,517.82
			100	HR Shares	\$ 69,569.00
			201	CPA Running Balance	\$ 844.35

Lifecycle Reserves			YTD Operating Summary		
Account #	Account	Balance	Beginning Balance		\$586,519.85
6-6650	Core Infrastructure	\$ 275,071.43	Encumbrances		\$ -
6-6650	Licencing & Svcs	\$ 54,300.00	Receipts		\$ 58,991.00
6-6650	Infrastructure & Core Svc - IFLS	\$ -	Expenses		\$ (95,511.35)
6-6650	Infrastructure & Core Svc - NWLS	\$ -	Transfers		\$ -
6-6650	Infrastructure & Core Svc - WVLS	\$ 33,000.00	Reserves		\$ (425,371.43)
6-6650	Contingency - D/R	\$ 63,000.00	Balance		\$ 124,628.07

LEAN WISCONSIN
Budget Report - August 2025

Account #	Account	Appropriation	Curr. Dist.	Total Dist.	Receipts/Reimb.	Balance
6-6100	HR - SALARIES/WAGES	\$56,560.00	\$0.00	\$0.00	\$0.00	\$56,560.00
6-6130	HR - BENEFITS and OTHER	\$34,063.00	\$0.00	\$0.00	\$0.00	\$34,063.00
6-6210	LICENSING AND SERVICES	\$145,330.00	\$9,913.54	\$65,666.62	\$0.00	\$79,663.38
6-6250	TRAVEL	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00
6-6290	INSURANCE	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00
6-6360	MAINTENANCE	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00
6-6650	LIFECYCLE \ LONG RANGE	\$72,558.40	\$290.96	\$15,464.48	\$0.00	\$57,093.92
6-6800	CAPITAL	\$25,800.00	\$0.00	\$24,584.75	\$0.00	\$1,215.25
TOTAL		\$348,411.40	\$10,204.50	\$105,715.85	\$0.00	\$242,695.55
Note: The appropriation for 6210 was adjusted to match 2025 midterm "actuals" budget revision, less prepaid services.						
Beginning August 2025 Balance		\$549,999.50		Beginning 2025 Balance		\$586,519.85
Receipts\Transfers - Partner Shares		\$8,950.00		Receipts - Partner Shares		\$67,450.00
Receipts - CPA		\$0.00		Receipts - CPA		\$491.00
Transfers - Expenses to 3-Grants		\$0.00		Transfers - Expenses to 3-Grants		\$0.00
Expenditures - 2025 Budget		(\$10,204.50)		Expenditures - 2025 Budget		(\$105,715.85)
Expenditures - 2025 New/Unplanned		\$0.00		Expenditures - 2025 New/Unplanned		\$0.00
Ending August 2025 Balance		\$548,745.00		2025 Year to Date Balance		\$548,745.00
Segregated Monies - Grants Awarded				Realized Technology Grant Transfers		
Account #	Name	Balance		Account #	Name	Balance
3-2025-251	LSTA '24-'25 Sparsity 77,028	\$ -		3-2025-251	LSTA '24-'25 Sparsity	\$ 77,028.00
3-2026-251	LSTA '25-'26 Sparsity	\$ -		3-2026-251	LSTA '25-'26 Sparsity	\$ -
Segregated Monies - Prepaid Services				Unrealized Receivables 6-0000-		
Account #	Description	Balance		Account #	Account	
6-6210	CVTC RDC Rack 2	\$ 5,646.97		100	Partner Shares	\$ (100,382.18)
				100	HR Shares	\$ 69,569.00
				201	CPA Running Balance	\$ 844.35
Lifecycle Reserves				YTD Operating Summary		
Account #	Account	Balance		Beginning Balance		\$586,519.85
6-6650	Core Infrastructure	\$ 275,071.43		Encumbrances		\$ -
6-6650	Licencing & Svcs	\$ 54,300.00		Receipts		\$ 67,941.00
6-6650	Infrastructure & Core Svc - IFLS	\$ -		Expenses		\$ (105,715.85)
6-6650	Infrastructure & Core Svc - NWLS	\$ -		Transfers		\$ -
6-6650	Infrastructure & Core Svc - WVLS	\$ 33,000.00		Reserves		\$ (425,371.43)
6-6650	Contingency - D/R	\$ 63,000.00		Balance		\$ 123,373.57

Director's Report

Agenda Items

12. * Personnel Committee Report

Personnel Chair to provide recommendations. The Personnel Committee will be meeting in the morning prior to the board meeting. The recommendations from the committee will be reflected in the proposed 2026 budget.

- Wages and Benefits for 2026 **
- Director's Salary for 2026 **

***** The IFLS Library System may go into closed session to consider matters relating to employment, promotion, compensation or performance evaluation of any public employee over which the IFLS Library System has jurisdiction or exercises responsibility, pursuant to Section 19.85(1)(c) of the Wisconsin Statutes. The committee will reconvene into open session.***

14. * 2025 Revised/2026 Preliminary IFLS and MORE Budget

The proposed budget will include funds to cover the Wage and Benefit recommendations from the personnel committee. As in previous years, a portion of the uncommitted carryover will be used to balance the 2026 budget. The actual amount used will depend on 2026 interest income and actual spending. Additional building maintenance anticipated for 2027 will use a significant portion of the remaining uncommitted carryover.

15. * IFLS/State Long Range Plan

The narrative sections are included in your packet and will complete the financial portions once the budget has been approved.

16. * 2026 Resource Library Agreement

Enclosed in the packet. No changes from the 2025 agreement.

Monthly Activities

Not much happened (more on this at the meeting)

Vacation

We spent a week with two of our grandchildren in Yellowstone (August 4-8)

Polk County

Thanks to some dedicated community members voicing their opinions, Polk County will continue to fund their libraries at 95%

Association for Small and Rural Libraries (ARSL) Conference

I will be attending the conference from September 16-20 in New Mexico.

Consulting

Budget, Building, Library Law, and Board appointments

John Thompson (September 15, 2025)

Board report for September meeting

Rebecca Kilde, communications and PR coordinator

I'll be at the board meeting to give an in-depth report about my work this year.

Website

Here's a chart from Matomo of website use comparing the last two years from September 14. I think this year's number might be somewhat inaccurate because of the number of questionable hits have been increasing on the internet. I'll check with Kris and have better information on the day of the meeting.



Advocacy

Our “We the People Read” postcard campaign collected over 11,000 postcards from Wisconsin residents in support of IMLS and library funding. IFLS libraries contribute about 600 of those. Congress votes on funding for IMLS for 2026 this month. Please continue to reach out to your elected officials.

The state library marketing cohort continues to update the public-facing page managed by Chad Glamann from OWLS (<https://mywisconsinlibrary.org/>) and the toolkit for libraries, which I manage (<https://libraries.work>).

Newsletters

There are a total of 260 subscribers to “The News from IFLS.” Most of those subscribers are library staff, trustees, and volunteers. About half of them open the newsletter often, 15% sometimes, and 36% rarely. Our open rate average is 45%, which is about the same as the industry average. Our click rate is about 7%, which is above the industry standard.

Passport Program

Explore MORE is done for this year. I don’t have enough information right now to give you a good overview of program participation. I might have that by next week’s meeting!

Group Library Card order

This is an opportunity for all our libraries to order library cards at a better price. I organize this once a year. Last year 20 libraries ordered a total of 16,000 cards.

IT Director Report

IFLS Board of Trustees, September 2025

Kris Schwartz, IT Director

CISA, CIS, and MS-ISAC:

Several months ago, we signed up for a new service that was being provided through a public/private partnership with the Cybersecurity and Infrastructure Security Agency (CISA), the Center for Internet Security (CIS) and the Multi State Information Sharing and Analysis Center (MS-ISAC) called the Malicious Domain Blocking Service (MDBR). The MDBR was a free cloud domain name blocking service that has a list of internet domains that are known to be used for malicious activity including ransomware, spyware, keyloggers, etc. If any traffic from the Lean Wisconsin network is requesting the address of a malicious domain that request will be blocked, and the malicious site will not be available to our network. This service also provides us with a report letting us know what the top 10 blocked domains were and how many domain requests we made that week. On top of the MDBR MS-ISAC also provides daily and weekly emails that provide specific detail on new threats to be aware of and how to recognize the threats. These services have been a great addition to help us stay ahead of and stop a lot of the worst threats from infecting our network and devices. This service will no longer be free as of October 1st 2025 because of large cuts to federal cybersecurity initiatives and CISA's workforce earlier this year. CIS will be continuing the service for local and tribal governments and non-profits at a heavily discounted rate based on our yearly tech budget and we will be continuing this valuable service at the discounted rate.

Cloudflare:

For about the last year the public internet has become what I would describe as a warzone. Introduction of new and more sophisticated Large Language Models and Generative AI has led to a swarm of new AI driven malware, ransomware, and scams. MIT recently reported that about 80% of new ransomware is being created with the help of AI models. This month the first fully automated attack using AI with no human intervention was achieved and was able to successfully ransom 17 victims for millions of dollars. AI has completely changed the cybersecurity landscape. AI malware far outpaces AI cyber defenses as it is far easier to attack than to defend. AI bots are constantly scraping the web looking for any information they can learn and ingest into their database which has been causing several issues with our websites. For months we have been fighting these AI scrapers on the LEANWI member libraries websites which had at one point all but drew the webserver to a complete halt by saturating the CPU on the server with web requests. Nothing we did was slowing them down and AI scrapers do not adhere to normal web scraper protocols to stop. We found Cloudflare offered free accounts with limited access to their Web Application Firewall and they had also created an AI bot blocking app that is included. Implementing Cloudflare's Web Application Firewall (WAF) offers significant benefits to the LEANWI libraries websites, particularly in enhancing cybersecurity of our websites. Cloudflare WAF provides real-time protection against a wide range of threats, including SQL injection, cross-site scripting, and zero-day vulnerabilities, without requiring constant manual updates. It leverages a globally distributed network to detect and block malicious traffic before it reaches our servers, reducing the risk of data breaches, downtime and slow or stalled websites. A Web Application Firewall is not something IFLS or LEANWI can afford by any stretch and access to this service has been a life saver.

September 2025 Board Report from Leah Langby, Submitted September 15, 2025

Continuing Education

Plain Connection: Outreach to Amish and Mennonite Communities webinar on August 26 with Elizabeth Miniatt (Stanley) and Caitlyn Mowatt. They talked about Stanley's engagement with and service to the Plain communities and schools near Stanley, including a health literacy project about dental health ([check out the booklet they created](#) with the input of community elders!). 29 attended the live webinar and 12 have viewed the recording.

- **Tech Days for Wisconsin Libraries** (September 9 and 10) webinar series is a yearly collaboration of all Wisconsin library systems. This year there were 5 webinars with a total of 645 people attending live sessions. Three sessions focused closely on AI and would be valuable for a general audience, as well: *What Does AI Mean for Our Future*, *Truth in the Age of Deepfakes*, and *Using AI for Project Management*. [Recordings](#) are available for the Wisconsin library community.
- **Wisconsin Trustee Training Week** (August 18-21), another statewide collaboration: take a look for recorded webinars about library advocacy, efficient meetings, public library trustee basics, and Wisconsin library law.
- We have a full fall training calendar, including a 2-webinar collection development series about self-censorship, a 3-part virtual workshop series called Building Powerful Support Networks for Libraries, two in-person Staff Paloozas and one in-person Director Retreat, and some in-person opportunities for trustees. Also working with our EAP for 2 free recorded presentations about difficult conversations and effective feedback that will be available in later in the year. [Check the IFLS calendar](#) for more details!
- Starting to plan the 2026 calendar, starting off with coordinating the programming track for the [Wild Wisconsin Winter Web Conference](#) January 21-22

Consulting Highlights

- New library director visit in Spring Valley
- Storytime 101 for director in Bruce
- Setting up mentor for new director in Spring Valley
- Coordinated group purchase for movie license, allowing 26 libraries to show movies legally

Programming Kits

- Evaluating and weeding existing kits, researching replacement materials for existing kits
- IFLS kits have circulated 135 times so far in 2025, and IFLS library workers account for 67% of circulation of kits from all three systems.

Education for Leah

- Participating in a cohort of other system staff to learn more about [Building Community-Based Summers](#), in the anticipation of finding a way to share these ideas and reflection opportunities with library staff in IFLS region.
- Attended webinars about teen behavior and adult education

Fun Tidbit

My collaborating partner Julie Dorshorst from Reach Out and Read Wisconsin informed me that I have been named the [Wisconsin Reach Out and Read](#) Stellar Partner for 2025! I will be unable to attend the annual meeting to accept the award because of the director retreat, but I'm touched and tickled to be recognized by an organization I admire so much.

Public Services Consultant Report

Katelyn Dubiel

I. Consulting

Strategic Planning – Prescott, helped with edits to their rough draft; Baldwin, data collection via online survey

Policy – Plum City, board bylaws; Dresser, computer and internet & behavior

II. Library Visits

Park Falls – Board Meeting, Board Education

III. Collaborations/Adult Services

Adult Services Check-In - We had a check-in on the 12th of August. It was a joint check-in with librarians from the Wisconsin Valley Library System as well! We talked about services to older adults, which went very well. The WVLS Public Library Services Consultant, Emily, is going to be co-hosting these check-ins going forward and we look forward to have additional librarians to bounce ideas off of.

Policy of the Month – We’ve continued to meet monthly and have sent out information on Library Behavior Policies, Internet/Computer Use, and are currently sending out Collection Development Policy resources. These monthly emails seem to be well received and will hopefully continue to gain traction.

IV. Committee Meetings

WPLC Delivery Workgroup (08/01 in Milwaukee; 09/05)

WPLC Board Meeting (08/04)

Director Check-In (08/15)

COLAND Meeting in Beloit (09/12)

Director’s Council (09/19)

V. Delivery

We experienced a seriously sorting back-up and transit delay mid-July through August due to short staffing at the Purple Mountain terminal. Libraries were very understanding but had every right to be frustrated considering the length of time these delays drug on for. I have been working with Purple Mountain to get sorting and transit times back on track. They report being fully staffed again and we’re brainstorming ways to increase efficiency. Sarah and I went over to the terminal for a meeting with everyone on 09/04.

VI. Tidbits

I will be out on maternity leave November through mid-January. John is going to be helping any of our remaining strategic planning libraries; Katie and Cecelia are going to take over delivery while I am out; and Leah is going to oversee the Adult Services Check-Ins and remaining workshop series.

Resource Sharing and Collection Consultant's Report

Cecelia Cole, September 2025 - IFLS Board of Trustees

Updates & Project Highlights:

- **DPI Policy of the Month Club** – The Department of Public Instruction has formed a group to focus on a different type of library policy each month and develop best practices and tips for library staff when reviewing and updating policies. September's featured policy is Collection Development, and October's policy will be Reconsideration of Materials. Since IFLS has done a great deal of work on these types of policies over the last few years, I've been working with the group (including Katelyn Dubiel) to provide input and support. Collection Development Policies are considered essential for all libraries, as they help guide and support the library's collection management decisions. The message that went out to library staff in September is available to read here: [Policy of the Month - September 2025: Collection Development](#)
- **Artificial Intelligence in Collection Development** – The MORE Resource Sharing and Collection Development Committee has appointed a subcommittee to discuss and develop guidelines for addressing artificial intelligence in library collections. I will be working with the subcommittee and looking at possible policies and resources that would help libraries work through this complicated issue, which is discussed in more detail in this helpful article: [Addressing AI-Generated Materials in the Library Collection - The Digital Librarian](#)

Consultation Highlights:

- **New Director Orientation:** Frederic PL, August 2025
- **Collection Development:** Phillips PL, August & September 2025
- **Collection Development:** Turtle Lake PL, September 2025
- **Book Price Trends:** Chippewa Falls PL, September 2025

Committee Meetings:

- **MORE Executive Committee:** August 2025
- **DPI Policy of the Month:** August & September 2025
- **ILL/ILS Coordinators (DPI):** September 2025
- **WPLC Selection Committee:** September 2025
- **MORE Resource Sharing & Collection Development Committee:** September 2025
- **MORE Directors Council:** September 2025
- **WISCAT User Group (DPI):** September 2025

MORE Administrator's Report

Lori Roholt

September 2025 – IFLS Board of Trustees

2026 MORE Budget Process

At their July meeting, MORE Directors Council approved a 2026 MORE budget, which includes a proportional cost-sharing scheme and is subsidized by IFLS. For 2026, the primary consideration was a possible change to the software underlying the public-facing MORE Catalog and mobile app. Directors Council opted not to make a change for 2026. The overall budget increase was 7.26% compared to 2025.

ILS Evaluation Project

MORE has used Innovative Interfaces' ILS (integrated library system) software since MORE's inception in 1999-2000, first Millennium and now Sierra. The ILS industry continues to develop, so it is in the best interest of MORE to investigate how other ILS options compare to our current platform. We at IFLS will lead this process with the input and expertise of member library staff and directors, as well as the experience of other library consortia, in order to develop an ILS recommendation prior to the end of our current Sierra maintenance contract in December 2027.

Many staff and directors volunteered to be part of the MORE ILS Evaluation Task Force or advisors to the task force! The task force has been appointed and will hold a first meeting on September 24. All task force meetings will operate as open meetings and will be noted in TWAM. The ILS Evaluation Task Force is:

Martha Spangler	Altoona Public Library
Trevor Richards	Bruce Area Library
Barbara Krueger	Deer Park Public Library
Lynn Gates	Eau Claire Library/LEPMPL
Paula Stanton	Eau Claire Library/LEPMPL
Melissa Nichols	Menomonie Public Library
Jennifer Rickard	Friday Memorial Library, New Richmond
Laura M Hanneman	Prescott Public Library
Heather Johnson	River Falls Public Library
Tori Schoess	Hazel Mackin Community Library, Roberts

CABS Updates

IFLS Catalogers, in cooperation with MORE's Cataloging Partner libraries, continue to create, edit, and maintain title records for all MORE-member libraries. So far in 2025, 21,795 title records have been added for newly-acquired materials in all formats.

Bridget Krejci, formerly a MORE Database Maintenance Specialist, is no longer with IFLS. The team is compensating with a redistribution of tasks and additional hours for Database Maintenance Specialist Julia Reid.

Line #	Staff	Line Item	2025 Budget Estimates	2025 Budget Revised	2026 Budget Estimates	Notes
1		Current Year Income				
2	AF	5100 · Current Year State Aids	1,799,593.00	1,799,593.00	1,874,535.00	
3	AF	5200 · Interest Income	8,000.00	80,000.00	8,000.00	This will fluctuate based on Interest rates.
4	AF	5263 · MORE Management Income	532,684.00	532,684.00	560,000.00	
5	AF	5264 · Catalog/Processing Svc Inc	100,275.00	100,275.00	106,930.00	
6	AF	5280 · Technology Income	6,000.00	6,000.00	6,000.00	10% Setup Fees
7	AF	5300 · Miscellaneous Income	500.00	500.00	500.00	
8		Total Income	2,447,052.00	2,519,052.00	2,555,965.00	
9		Current Year Expenses				
13	AF	Total 6500-60 · Salaries/Fringes	1,593,827.00	1,622,345.00	1,661,570.00	4% wage or Adjustment
14	AF	6585 · Unemployment Benefit Payments			1,480.00	Benefit Paments
14	AF	6580 · Leave Payouts @ Retirement	15,000.00	18,000.00	4,000.00	
15	LL	7000 · Employee Assistance Program	12,000.00	12,000.00	5,132.00	
16	JG	8070 · New Furnishings/Equipment <\$500	2,000.00	1,800.00	1,800.00	
17	AF	8530 · Bank fees, QBooks/Direct Dep	2,000.00	2,000.00	3,000.00	
18	AF	8540 · Annual Audit	9,545.00	10,500.00	11,000.00	Increase in GASB standards
19	CC	8620 · Collection/Electronic Resources	32,500.00	31,600.00	33,180.00	Estimated 5% increase
20	CC	8620-1 · Coll/Electronic Resources	50,000.00	50,000.00	50,000.00	Possible new E-Resource
21	CC	8630 · Wis Pub Lib Consortium Memb	8,500.00	8,200.00	9,000.00	Estimated 2026 WPLC Member Share
22	JT	8670 · Professional Memberships	9,000.00	9,000.00	9,000.00	
23	LL	8690 · Librarian Professional Development	15,200.00	17,500.00	15,500.00	WLA, ALA, SRLAAW
24	LL	8700 · CE Colaboration Projects	850.00	675.00	1,525.00	
25	LL	8710 · CE Grants - WLA Conference	-	-	9,625.00	
27	LL	8714 · Accessibility Audits	5,830.00	5,835.00	3,682.00	4 Libraries
28	KD	8716 · Comm/Lib Engagement Support	8,000.00	8,000.00	8,000.00	
29	JT	8720 · IFLS Staff Dvlpmnt & Prof Mtgs	25,000.00	25,000.00	25,000.00	
30	JT	8735 · Library Consulting Expenses	1,700.00	1,700.00	1,700.00	
31	JT	8740 · Field Visits	7,000.00	7,000.00	7,500.00	
32	LR	8740-1 · MORE Training Travel	5,000.00	5,000.00	5,000.00	
33	KS	8741 · Field Visits - Tech Support	1,000.00	1,000.00	1,000.00	
34	LL	8755 · Programming Kits	900.00	900.00	1,150.00	
35	CC	8812 · ILL Fees & Verification Sources	11,500.00	11,500.00	12,000.00	Increase in fee-based requests.
41	KD	Total 8850 · Delivery Service	397,210.00	397,210.00	412,981.00	Courier Service 4% increase, Bin Cost Increase
42	JT	8855 · Collection Dev Grant-LEPhillips	23,000.00	23,000.00	23,000.00	
46	KS	Total 8864 · Wide-Area Network (WAN)	3,432.00	3,432.00	3,432.00	
47	AF	8890 · IFLS Contrib - MORE Operating	148,500.00	148,500.00	161,300.00	
48	KS	8898 · LEAN WI/Shared Tech WVLS	96,242.00	96,242.00	90,000.00	With LSTA going away, we may incur more costs.
49	JT	8950 · Campaign for Wisconsin Libraries	1,800.00	5,800.00	2,200.00	
50	JT	8960 · Long Range Planning Meetings	5,000.00	5,000.00	5,000.00	
51	KS	8971 · Web Development	1,100.00	1,600.00	1,600.00	
56	JT	Total 9010 · IFLS Committee Meetings	1,800.00	1,800.00	1,800.00	
60	JT	Total 9020 · Professional Materials	2,500.00	2,500.00	3,500.00	
61	JG	9030 · Postage	1,000.00	1,200.00	1,000.00	
66	AF	Total 9050 · Telephone	3,960.00	3,960.00	3,720.00	
70		Total 9060 · Supplies	6,500.00	6,500.00	6,500.00	
75	RK	Total 9080 · Marketing & Advocacy	2,400.00	2,400.00	2,400.00	
87	AF	Total 9123 · Building Overhead Expenses	25,000.00	25,250.00	26,000.00	

92	JG	Total 9140 · Photocopier Costs	975.00	975.00	975.00	
96	KS	Total 9160 · Computers	6,900.00	6,900.00	6,900.00	
101	AF	Total 9190 · System Vehicle Expenses	3,800.00	3,800.00	3,700.00	
106	AF	Total 9220 · Insurance	6,500.00	6,510.00	6,725.00	
107	JT	9240 · Contingency	5,000.00	7,000.00	6,000.00	
108	JT	9241 · Credit Card Reward Program	(1,500.00)	(1,500.00)	(1,500.00)	
109	AF	9245 · Capital	50,000.00	50,000.00	30,000.00	
110		Total Expense	2,607,471.00	2,647,634.00	2,678,077.00	
111		Net Ordinary Income	(160,419.00)	(128,582.00)	(122,112.00)	
113		Pass-thru Income				
114		5702 · Billable Project Income	150,000.00	150,000.00	150,000.00	
116		LSTA and Other Grant Income		37,144.00		
117		Total Pass-thru Income	150,000.00	187,144.00	150,000.00	
118		Pass-thru Expense				
119		8940 · Projects Billable to Libraries	150,000.00	150,000.00	150,000.00	
121		LSTA and Other Grant Expenses		37,144.00		
122		Total Pass-thru Expense	150,000.00	187,144.00	150,000.00	
123		Net Pass-thru Income	-	-	-	
124		Total Income less Expense	(160,419.00)	(128,582.00)	(122,112.00)	
125						
126		TOTAL IFLS Carryover Funds Beg of Year	944,130.99	944,130.99	815,548.99	
127						
128		Plus/Minus Net Income/Loss	(160,419.00)	(128,582.00)	(122,112.00)	
129		Less Funds in Reserve (see below)	470,000.00	485,000.00	485,000.00	
133		IFLS Uncommitted Carryover End of Year	313,711.99	330,548.99	208,436.99	
134						
135		IFLS Reserve Funds at year end:				
136		Building/Land Reserves	65,000.00	65,000.00	65,000.00	
138		Shared Svcs Prog/Bldg Expansion	50,000.00	50,000.00	50,000.00	
139		Vehicle Replacement	35,000.00	50,000.00	50,000.00	
140		Personnel	40,000.00	40,000.00	40,000.00	
141		WAN/Web Equipment Replacement	20,000.00	20,000.00	20,000.00	
142		System Equipment/Furnishings	20,000.00	20,000.00	20,000.00	
143		Computer Lab Replacement	10,000.00	10,000.00	10,000.00	
144		Technology Project/Billable Reserves	30,000.00	30,000.00	30,000.00	
145		Future Year Budgets	200,000.00	200,000.00	200,000.00	
146		IFLS Reserve Total	470,000.00	485,000.00	485,000.00	
147						
148						
149		MORE Carryover Beg of Year	313,030.00	313,030.00	293,030.00	
150		5670 · MORE Shared System Income	1,123,494.00	1,123,494.00	1,190,820.00	
152		9500 · MORE Shared Automation Exps	1,143,494.00	1,143,494.00	1,190,820.00	
153		MORE Net Income/Expense	(20,000.00)	(20,000.00)	-	
154		MORE Funds End of Year	293,030.00	293,030.00	293,030.00	

#043-25

Wisconsin Public Library System Plan and Certification of Intent to Comply

Library System ID	WI1300
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Section I. GENERAL INFORMATION

Library System	IFLS Library System
Describe significant needs, opportunities, and challenges that influenced the development of this and other system plans.	The system continues to seek ways to more effectively provide the highest quality services while trying to limit the amount of fees charged to our member libraries. Administration of libraries continues to increase in complexity and the pool of candidates for library director positions seems to be diminishing. The needs for consulting services and training have increased due to significant turnover in library staff positions in the past few years. We are also seeing an increase in the need to better inform and educate library trustees especially in relationship to the statutory authorities of library boards. Rapid growth in some areas of the system as well as aging facilities has increased the need for facilities consulting. This often requires a significant investment of consulting time. Libraries are needing help on advocating their value as well as their role in promoting learning/reading while supporting everyone's ability to access to materials/resources. IFLS continues to seek a balance between virtual services/support and the increased desire by some to return to in-person trainings and meetings. Both methods have their advantages and we seek to continue to provide high quality service to our member libraries.
Did the library system consult member libraries in the development of this plan?	Yes, the library system included member libraries in the development of this plan.
If yes, describe the planning environment and process for this system plan. Include how member libraries are involved in plan development and review.	IFLS conducted an IFLS Library System Plan: Member input survey in August of 2024. The survey was sent to member library directors, staff, and board members. We received 73 responses --35 from directors, 28 from staff, and 10 from board members. We asked the following questions: 1. Please describe your top service priorities for the IFLS Library System in 2025 2. Please describe how IFLS Library System could better serve you in 2025 3. Please rate your satisfaction with the IFLS

	Library System 4. Additional comments you would like to share with IFLS staff 5. On Average, How often do you contact IFLS/MORE staff for assistance or consulting? 6. Their position 7. If you'd like an IFLS staff person to follow up with you, please share your contact information We did not receive any requests for new service areas but some requests to enhance our current service offerings. For 2025 we emailed our member library directors seeking their feedback on our existing services as well as any new priorities for us to consider for 2026.
Does the library system have a formally appointed advisory committee under Wis. Stat. § 43.17(2m)?	Yes, the library system has a formally appointed advisory committee.
If yes, describe how the system makes appointments, posts meetings, and how the advisory committee reports to the library system board.	The system has a 13 person advisory committee consisting of one representative from each of the 10 counties, the resource library director and two multi-type at large members representing academic, school or special libraries. Members serve two-year terms that are staggered so that each year six or seven terms expire. The representative serving determines if they wish to continue. If they don't the individual county library directors select their representative. The agenda and minutes are posted on the IFLS website https://iflweb.org/knowledge-base/advisory-council/ and provided to the IFLS Board. A representative from the group tries to attend the IFLS Board meeting to provide an update. In 2026 we will conduct a bylaw review that will included creating more flexibility in determining representation by academic, school, and special libraries as well as a reorganization of the committee.

Section II. ASSURANCES

The following plan and compliance document provides assurance that your public library system intends to comply with all statutory requirements for public library systems for reporting period. Indicate, with a Yes or No, your system's intent to comply with each system requirement and provide the requested information under each system requirement.

Wis. Stat. § 43.24(2) For a public library system to qualify for and maintain its eligibility for state aid under this section it shall ensure that all of the following are provided:

Membership Agreements

Wis. Stat. § 43.24(2)(a) Written agreements that comply with Wis. Stat. § 43.15(4)(c)4 with all member libraries.	Yes
The system will provide a sample copy of the agreement with a list of all members signing and the dates signed to the Division by January 15.	Yes
If the system is providing the sample copy and list of members signing through a publicly available webpage, provide the URL here.	

Resource Library Agreement

Wis. Stat. § 43.24(2)(b) Backup reference, information and interlibrary loan services from the system resource library, including the development of and access to specialized collections, as evidenced by a written agreement with that library.	Yes
The system will provide a signed copy of the resource library agreement to the Division by January 15.	Yes
If the system is providing the resource library agreement through a publicly available webpage, provide the URL here.	

Reference Referral, Interlibrary Loan, and Technology

Wis. Stat. § 43.24(2)(d) Referral or routing of reference and interlibrary loan requests from libraries within the system to libraries within and outside the system.	Yes
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Services

For each reference, referral, and interlibrary loan service listed below, click the Yes or No radio button to indicate whether your system intends to provide the service. If your system intends to provide reference, referral, and interlibrary loan services that are not shown here, please list those services in Others.

Reimbursed member libraries for ILL	No
Maintained ILL Clearinghouse	Yes
Contracted for ILL Clearinghouse	No
Maintained a shared database of member library bibliographic records and holdings	Yes
Utilized WISCAT to promote interlibrary loan	Yes
Maintained a system interlibrary loan plan	Yes
Indicate new or priority activities relating to this requirement for the plan year (if none, indicate so).	[1]Reference Referral & Interlibrary Loan Improvement--Continue to evaluate service models based on staff transitions [2]Continue to seek out statewide technology collaborations

Reference Referral, Interlibrary Loan, and Technology Part 2

Others	<p>A. Technology 1. Continue to develop "LEAN Wisconsin" (LEAN WI), a partnership between multiple library systems (currently, IFLS, NWLS and WVLS), to provide member libraries with access to a strong and cost efficient enterprise technology service platform, including: virtualization, durable data storage, technology consultation, technology support, applications services and an array of additional beneficial technology services. 2. Facilitate group purchases of computers, network devices, and other technology-related devices for member libraries in order to promote ownership of state of the art equipment and cost savings. Continue to promote effective cost-sharing by facilitating the hosting and licensing of shared applications and databases used by member libraries. 3.. Blend WVLS, NWLS and IFLS technology services platform into a unified LEAN WI service model. 13. Work to normalize the use of technology between LEAN WI internally, as well as between partner systems and their respective member libraries. 4. Pursue collaborative opportunities under LEAN WI and statewide efforts. B. Reference Referral & Interlibrary Loan [1] Administers the MORE shared system (ILS). [2] Subscribes to and promotes electronic databases. [3] IFLS inter-library loan staff continue to handle & refer reference and inter-library loan requests as needed to all types of libraries in the IFLS area as well as to out-of-system and out-of-state libraries using the ILS, WISCAT and WorldCat/OCLC software. [4] Participates in WPLC projects including the statewide buying pool.</p>
Other Comments	

Inservice Training and Professional Consultation

Wis. Stat. § 43.24(2)(e) Inservice training for participating public library personnel and trustees.	Yes
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Training Services

The Division interprets inservice training to incorporate a range of in-person and virtual continuing education opportunities. For each inservice training listed below, click the Yes or No radio button to indicate whether your system intends to provide the opportunity. If your system intends to provide inservice training to participating public library personnel and trustees that is not shown here, please list those opportunities in Others below Professional Consultation.

Conducted workshops for member library staff and trustees	Yes
Maintained a calendar of CE events	Yes
Provided scholarships and grants for member library staffs	Yes
Maintained a professional collection for system and member library staffs	Yes
Indicate new or priority activities relating to the inservice training requirement for the plan year (if none, indicate so).	Continue a multi-year process to re-evaluate and adapt continuing education and professional development offerings to be in line with adult education and adult learning needs, including neurodiverse learners to help make training and professional development more impactful and longer-lasting.

Continuing Education Staff

Identify the names and email addresses of continuing education staff employed by the system for continuing education services.

Name	Email
Leah Langby	langby@ifls.lib.wi.us

Continuing Education Service Contracts

If the system contracts with another system or entity to plan and conduct continuing education services, list that system or entity and provide a link to, or copy of, the current agreement. Scroll to the right in your browser to view the 4 columns.

Library System or Service	Other Entity	Provide contract or URL	Contract URL

Inservice Training and Professional Consultation, Part 2

Wis. Stat. § 43.24(2)(h) Professional consultant services to participating public libraries.	Yes
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Profession Consultation Services

For each professional consulting service listed below, click the Yes or No radio button to indicate whether your system intends to provide the service. If your system intends to provide professional consultant services to participating public libraries that are not shown here, please list those services in Others.

Public library administration and governance	Yes
Adult services	Yes
Youth services	Yes
Library automation	Yes
Building and remodeling	Yes
Technical services	Yes
Interlibrary loan and resource sharing	Yes
Staff development (certification, CE, etc.)	Yes
Planning and evaluation, standards	Yes
Collection development	Yes
Legal issues	Yes
Public relations	Yes
Reference and information services	Yes
Inclusive services	Yes
Indicate new or priority activities relating to the professional consultant services requirement for the plan year (if no change from current year, indicate so).	[1] Recruitment and retention support [2] New Director orientation and mentoring [3] Collection development [4] Board development. In addition, it has been recommended that the system director visit more libraries with cookies.

Professional Consultants

Identify consultants, specific service areas, and related activities. If the consultant is employed by a member library, indicate the library and the consultant's title. Scroll to the right in your browser to view the 5 columns.

Consultant Name	Service Area	Related Activities	Member Library	Title
John Thompson	Library Administration, Library Law, Library Space Planning, Trustee Support			
Cecelia Cole	Collection Development, Resource Sharing	Intellectual Freedom		
Rebecca Kilde	Marketing, Advocacy, Graphic Design	System communications coordinator		
Leah Langby	Youth Services, CE, Inclusive Services	Director Certification, Personnel		
Katelyn Noack	Adult Services, Strategic	Delivery		

Planning, Library
Administration

Inservice Training and Professional Consultation, Part 3

Others	[1] Assess the CE needs of staff and directors of member libraries and the MORE shared system. [2] Provide 30 or more contact hours of CE for staff and directors and at least 12 hours of specialized training on the MORE shared system. [3] Collaborate with other library systems to develop training and development opportunities, particularly in a virtual environment [4] Provide remote access to workshops and webinars as appropriate. [5] Continue to promote and offer inservices at individual libraries (including sessions about: responding to challenges, customer service, crisis prevention, teens, the ILS and databases, workplace culture, compassion resilience/self-care, and responding to other needs as indicated by library staff) [6] Provide regular virtual check-ins for youth service staff as well as library directors. [7] Continue statewide and regional CE collaborations
Other Comments	

Delivery and Communication

Wis. Stat. § 43.24 (2)(fm) Electronic delivery of information and physical delivery of library materials to participating libraries.	Yes
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Services

For each delivery or communication service listed below, click the Yes or No radio button to indicate whether your system intends to provide the service. If your system intends to provide delivery and communication services that are not shown here, please list those services in Others.

Had regular courier or van delivery service	Yes
Provided an 800 number, phone credit card, or accepted collect calls	Yes
Used fax for document delivery/communication	Yes
Used mail as primary delivery system	No
Published a newsletter	Yes

ILL Transactions Sent By

Email	Yes
OCLC	Yes
Local automated system	Yes
WISCAT	No

Services, Part 2

Indicate new or priority activities relating to delivery and communication for the plan year (if none, indicate so):	[1] Further strengthen our advocacy/communication/PR training and support. Deploy and maintain a updated IFLS website. [2] Enhance patron facing advocacy resources [3] Review and enhance communication tools for IFLS staff and member libraries. [4] Monitor/evaluate courier performance and viability.
--	---

Delivery and Communication, Part 2

Others	[1] Provide 3 days a week delivery to MORE public libraries; and 5 days a week delivery for the resource library. [2] Provide 1-2 day a week delivery for other member libraries based on ILL volume. [3] Fund the system's share of the statewide delivery network. [4] Survey, monitor and evaluate the courier volume. [5] Provide consulting and training on websites and website development including mobile versions. [6] Disseminate information via electronic newsletters or blogs to staff from all types of libraries
Other Comments	

Service Agreements

Wis. Stat. § 43.24(2)(g) Service agreements with all adjacent library systems.	Yes
The system will provide a copy of the agreements to the Division by January 15. The agreements with adjacent systems - including consulting agreements, consortium agreements, etc. - must include a list of all systems signing the agreement.	Yes
If the system is providing the service agreements through a publicly available webpage, provide the URL here.	

Services

For each of the services listed below, click the Yes or No radio button to indicate whether the service is provided for in the adjacent library system agreements for the report year. If your system intends to provide for services in its adjacent library system agreements that are not shown here, please list those services in Others.

Reciprocal borrowing between systems	Yes
Cash payments in cross-system lending	No
Continuing education	Yes
Delivery	No
Newsletter exchange	No
Cooperative planning/information exchange	Yes
Audiovisual services	No
Cooperative purchasing	Yes

Service Agreements, Part 2

Others	
Other Comments	

Inclusive Services

The Division interprets services to users with special needs as inclusive services. Inclusive library services are holistic, spanning library policies, collections, space, and services. Inclusive services reflect equity and accessibility for all members of the community, including services to individuals or groups for whom using the public library is difficult, limited, or minimized.

Wis. Stat. § 43.24(2)(k) Promotion and facilitation of library service to users with special needs.	Yes
Indicate new or priority activities relating to this requirement for the plan year (if none, indicate so).	Both are the same (though we could say we have expanded the project to improve system services to library employees with a variety of disabilities.
Summary of Services or Initiatives	Making small adjustments to create continuing education offerings that are more accessible to library employees by following results of a staff survey and exploring Universal Design for Learning in the context of adult education.
Agencies with which the system had the most contact	Reach Out and Read, University of Wisconsin-Extension, other systems, DPI
Continuing Education	Imbedded into many "general" continuing education offerings. 2025 specific offerings include: Serving Dyslexic Kids at the Library webinar; Disability Inclusion in Libraries and Building Lifelong Community Connections Through Programming webinars; Plain Connection, Outreach to Amish and Mennonite Communities webinar; Summer Library Program discussion/activity workshop series focused on accessible programming; 2 webinars and discussion opportunities about self-censorship (Collection Management Confidence: Confronting Self-Censorship; Opening Up About a Quiet Practice: Self-Censorship in Collection Development). 2026 specific offerings still in development.
Other Comments	

Other Types of Libraries

Wis. Stat. § 43.24(2)(L) Cooperation and continuous planning with other types of libraries in the system area, which results in agreements with those libraries for the appropriate sharing of library resources to benefit the clientele of all libraries in the system area. If no agreements are in place, then answer Yes for this assurance and answer No with the note 'None' for the next question.	Yes
The system will have agreements with other types of libraries, or if the system participates in a cooperation agreement with a multitype organization to meet the purposes of this goal, there is established a clear link between the system and the individual members of the multitype organization. The system will provide a copy of the agreement with a list of all signing libraries to the Division by January 15.	Yes
If the system is providing the agreements with other types of libraries through a publicly available webpage, provide the URL here.	

Services

For each service provided to other types of libraries listed below, click the Yes or No radio button to indicate whether your system intends to provide the service. If your system intends to provide services to other types of libraries that are not shown here, please list those services in Others.

Consultation	Yes
Continuing education / workshops	No
ILL (Direct)	Yes
Union list of serials	No
Directory of libraries	No
Delivery services	No
Back-up reference services	No
Newsletter	Yes
Technical services	No

Other Types of Libraries, Part 2

Others	
Others Comments	

Library Technology and Resource Sharing Plan

Wis. Stat. § 43.24(2)(m) Planning with the division and with participating public libraries and other types of libraries in the area in regard to library technology and the sharing of resources. By January 1, 2000, and every fifth January 1 thereafter, the public library system shall submit to the division a written plan for library technology and the sharing of resources.	No
The current, valid plan is on file with the Division. If not, then the system will provide the current or amended plan for library technology and resource sharing to the Division by January 1. See the Library System Technology and Resource Sharing plan webpage for the most current version of the system library technology and resource sharing plan.	Yes
If the system is providing the current technology and resource sharing plan through a publicly available webpage, provide the URL here.	

Library Technology and Resource Sharing Plan, Part 2

Is the plan current and comprehensive for the technology and resource sharing services the system provides?	Yes, the library system technology and resource sharing plan is current and comprehensive for the technology and resource sharing services the system provides.
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Library Technology and Resource Sharing Plan, Part 3

If no, describe what the system has added, changed, or eliminated from the plan in effect (and describe how the changes were reviewed with member libraries and approved by the system board).	
Indicate new or priority activities relating to this requirement for the plan year.	Continued integration of IFLS, NWLS, and WVLS into collaborative technology support platform. Continue development of collaborative backup program. Continue to support a LEAN shared technology support person for websites (with WRLS), digitization, and data visualization.

Other Service Programs

Wis. Stat. § 43.24(2)(i) Any other service programs designed to meet the needs of participating public libraries and the residents of the system area, as determined by the public library system board after consultation with participating public libraries.

Numbering or other formatting entered on this form will not be saved. A single paragraph may be entered. For bulleted lists or multiple paragraphs, load the response as an attachment and add 'See Attachment' to the first question.

Administration

The system will not expend more than 20 percent of state aid received in the plan year for administration.	Yes
The system will submit the 2024 system audit to the Division no later than September 30, 2025.	Yes

Budget

The system completed and included the budget by service program category and fund source for the plan year (see guidelines).	Yes
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Section III. COLLABORATIVE ACTIVITIES

Briefly describe a new or enhanced collaborative activity with other libraries, public library systems, or other organizations.	UW Madison Extension-developing and presenting a 3-part virtual workshop series for libraries Building Powerful Support Networks for Libraries. Worked with NEWI and other systems to develop the HR for Wisconsin Library Leaders project.
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Section IV. CERTIFICATION

Name of System Director	John Thompson
Name of Board President	Sue Duerkop

Section V. FOR DPI USE LIBRARY SYSTEM PLAN APPROVAL

Pursuant to Wis. Statutes, the plan contained herein is:	
Comments	

Section VI. ANNUAL PROGRAM BUDGET

Technology, Reference, and Interlibrary Loan

These programs may be divided into subprograms at the discretion of the system. If choosing not to use subprograms, enter amounts on line 1.
Line 5 is reserved for the amounts budgeted for electronic resources.

	Program	System Aid	System Carryover and Interest Earned	Other State and Federal Library Program Funds	All Other Income	Total
	1.Technology/Shared Svcs					0
	2.Ref & Interlibrary Loan					0
	3.MORE Consortium / ILS					0
	4.					0
	5.Electronic Resources					0
	Subtotal	0	0	0	0	0

Continuing Education and Consulting Services

These programs may be divided into subprograms at the discretion of the system. If choosing not to use subprograms, enter amounts on line 1.

	Program	System Aid	System Carryover and Interest Earned	Other State and Federal Library Program Funds	All Other Income	Total
	1.CE & Consulting					0
	2.					0
	Subtotal	0	0	0	0	0

Programs

	Program	System Aid	System Carryover and Interest Earned	Other State and Federal Library Program Funds	All Other Income	Total
	Delivery					0
	Inclusive Services					0
	Collection Development					0
	Member Nonresident Access					0
	Cross-System Nonresident Access					0
	Youth Services					0
	Public Information					0
	Administration					0

Other System Programs

These programs may be divided into subprograms at the discretion of the system. If choosing not to use subprograms, enter amounts on line 1.

	Program	System Aid	System Carryover and Interest Earned	Other State and Federal Library Program Funds	All Other Income	Total
	1.					0
	2.					0
	3.					0
	4.					0

System Program Totalshttps://wi.countingopinions.com/pireports/view_pi_group.php?pi_collection_id=2911&pi_group_id=57304#

		System Aid	System Carryover and Interest Earned	Other State and Federal Library Program Funds	All Other Income	Total Programs
	System Programs Subtotal	0	0	0	0	0

Totals

	System Aid	System Carryover and Interest Earned	Other State and Federal Library Program Funds	All Other Income	Total
	Grand Totals0	0	0	0	0

RESOURCE LIBRARY AGREEMENT**2026**

This agreement is between the IFLS Library System, a public library system organized in accordance with Chapter 43 of the Wisconsin Statutes, hereinafter called "IFLS," and the L.E. Phillips Memorial Public Library, Eau Claire, hereinafter called "LEPMPL."

WHEREAS, IFLS is organized under authority of Chapter 43 to provide for the improvement of public library services to the residents of Barron, Chippewa, Dunn, Eau Claire, Pepin, Pierce, Polk, Price, Rusk, and St. Croix counties, and annually adopts a Plan of Library Service, and

WHEREAS, Section 43.16 Wisconsin Statutes requires that "each public library system shall have at least one system resource library" and

WHEREAS, LEPMPL is a member in good standing of IFLS and of the MORE shared automation system and meets all the statutory requirements to serve as a resource library,

NOW THEREFORE, IT IS MUTUALLY UNDERSTOOD AND AGREED AS FOLLOWS:

1. LEPMPL shall serve as resource library for IFLS.

As the resource library, LEPMPL shall develop and maintain resources to serve the needs of the entire system such as provide backup reference and interlibrary loan services including the development of and access to specialized collections. This agreement meets the requirements of Section 43.24(2)(b) Wisconsin Statutes.

Terms and conditions of compensation for such services are as follows:

- a) Resource Library Grant (\$23,000)

IFLS shall pay LEPMPL \$5,750 quarterly to provide the needed resources and access to all residents of IFLS Library System. This grant shall cover expenditures for system resident access to downloadable e-resources; specialized collection development including in demand popular materials and unique items; access payments for all system residents including residents of Fairchild; back up reference and interlibrary loan service; and resource library services. LEPMPL shall submit a year end summary of the grant expenditures.

- b) Delivery

IFLS shall fund 5-day a week, twice a day pick-up and drop-off of materials to LEPMPL to facilitate efficient delivery of materials to and from the library and among IFLS member libraries.

2. This agreement shall be in effect from January 1, 2026 to December 31, 2026.

This agreement may be amended at any time by mutual agreement of both parties. The parties shall meet and confer with each other on possible modifications to this agreement in the event of changes in interlibrary loan services, or the state telecommunications network that have an effect on the terms and conditions of this agreement.

President, LEPMPL Board of Trustees Date _____

President, IFLS Board of Trustees Date _____

2025 IFLS Board of Trustees

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Vacancy

Pierce County



Executive Committee



Personnel Committee

Updated: May 2025