

LIBRARY BOARD MEETING AGENDA

Tuesday July 28, 2026, 6:30pm, Rescheduled From July 21

Location: 2nd Floor Staff Break Room



STREAM VIA ZOOM

<https://us02web.zoom.us/j/85986735998?pwd=SS9MRkJKOVBRcE0rRTN5VEtBOGZpQT09>

Meeting ID: 859 8673 5998

Passcode: Fk1S8kwf

Board of Trustees	Attended
<i>Name, Position Title, Year Board Term Expires</i>	
1. Erin Jelenchick, Vice President, 2020-2027	
2. Sam Dettmann, Village Board Representative, 2024-2027	
3. Nathan Christenson, School District Representative, 2024-2027	
4. Nikki DeGuire, Member, 2024-2027	
5. Ashley Shields-Johnson, Member, 2026-2028	
6. Rebecca Fotsch, Member, 2026-2029	
7. Sylvia Meltzer, Member, 2026-2029	
Staff	
Nyama Reed, Library Director	

CALL TO ORDER					
	1. Statement of Public Notice				
	2. Public Comment – limit to five minutes; the Board cannot discuss or act on any issue that is not duly noticed on the agenda.				
	Item	Action Desired	1st	2nd	Pass
	3. Consent Agenda - Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business. a. Minutes of June 02, 2026 meeting b. Minutes of June 30, 2026 special meeting c. Finance Report Through May 31, 2026 d. Finance Report Through June 30, 2026 e. Department Reports f. Statistics	Motion			
	4. Library Board Officer Elections and Appointments	Approve			
	5. 2027 WFBPL Operating Budget	Approve			
	6. Photography and Recording Policy Draft	Approve			
	7. Request for Proposal for Library Space Needs Pre-Design Study	Approve			
	8. 2026 Workplan Update	Discuss			
	9. The Board may convene into Closed Session to pursuant to Wisconsin State Statute 19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session – Head of Circulation Turnover	Roll Call In Roll Call Out			
	10. The Board may reconvene to open session. The Board reserves the right to take action on any topic discussed in Closed Session.	Motion			
	11. Director's Report	Discuss			
	ADJOURNMENT	Motion			

BOARD MEETINGS

- August 10, 2026, Monday, 6:00-7:15 pm – Foundation Board, @Library
- August 10, 2026, Monday, 6:00-8:30 pm - Village of WFB Board, @Village Hall
- August 19, 2026, Wednesday, 6:00-7:15 pm - Friends of the Library Board, @Library
- August 25, 2026, Tuesday, 6:30-8:30 pm – Library Board, @Library
- August 31, 2026, Monday, 6:00-8:30 pm - Village of WFB Board, @Village Hall

LIBRARY BOARD MEETING AGENDA

Tuesday June 2, 2026, 6:30pm

Pending at July 28, 2026 Meeting



Board of Trustees	Attended
<i>Name, Position Title, Year Board Term Expires</i>	
1. Erin Jelenchick, Vice President, 2020-2027	
2. Sam Dettmann, Village Board Representative, 2024-2027	
3. Nathan Christenson, School District Representative, 2024-2027	
4. Nikki DeGuire, Member, 2024-2027	
5. Ashley Shields-Johnson, Member, 2026-2028	
6. Rebecca Fotsch, Member, 2026-2029	
7. Sylvia Meltzer, Member, 2026-2029	
Staff	
Nyama Reed, Library Director	

CALL TO ORDER 6:30pm

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

Item	Action Desired	1st	2nd	Pass
3. Welcome New Board Trustees and Sandy Grams	Discuss			
4. Consent Agenda - Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business. - Minutes of April 21, 2026 meeting - Finance Report Through April 30, 2026 - Department Reports - Monthly Statistics	Motion	DeGuire	Meltzer	Unanimous

Motion to approve consent agenda as amended (without department reports).

- 2027 WFBPL Operating Budget – Initial Discussion

Extensive discussion of the draft budget memo included in the packet, with the Board reviewing it line by line to familiarize new Trustees with the budget structure and key highlights. Discussion centered particularly on the impact of the recommended staffing adjustment. Next steps: Director Reed will bring a final draft to the July 22nd meeting.

- Staffing – Wage and FTE Analysis

Discussion followed packet memo. Motion to approve the conversion of a part-time Adult Services Librarian position to full-time, effective immediately, pending verbal support from the Village Board of Trustees at their June 15th meeting.

- Strategic Plan Brochure

Motion to approve the Strategic Plan Brochure pending minor revisions.

- Photography and Filming Policy Draft

Tabled to July meeting.

- Director's Report

Presented with no discussion.

- ADJOURNMENT 8:35pm

LIBRARY BOARD MEETING – SPECIAL - MINUTES

Tuesday June 30, 2026, 5:00pm

Pending at July 28, 2026 Mtg

Location: Zoom Only



Board of Trustees	Attended
<i>Name, Position Title, Year Board Term Expires</i>	
1. Erin Jelenchick, Vice President, 2020-2027	Zoom
2. Sam Dettmann, Village Board Representative, 2024-2027	Zoom
3. Nathan Christenson, School District Representative, 2024-2027	Zoom
4. Nikki DeGuire, Member, 2024-2027	Absent
5. Ashley Shields-Johnson, Member, 2026-2028	Zoom
6. Rebecca Fotsch, Member, 2026-2029	Zoom
7. Sylvia Meltzer, Member, 2026-2029	Absent
Staff	
Nyama Reed, Library Director	Zoom

CALL TO ORDER 5:02pm				
1. Statement of Public Notice				
2. Public Comment – limit to five minutes; the Board cannot discuss or act on any issue that is not duly noticed on the agenda.				
Item	Action Desired	1st	2nd	Pass
3. Update Head of Circulation Job Description	Approve	Jelenchick	Christenson	Unanimous
Motion to approve the Head of Circulation Services job description as presented.				
ADJOURNMENT 5:09pm	Motion	Jelenchick	Fotsch	Unanimous

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF WHITEFISH BAY

Balance As of 05/31/2026
 % Fiscal Year Completed: 41.37

GL Number	Description	2026 Amended Budget	YTD Balance 05/31/2026 (Abnormal)	Activity For 05/31/2026 (Decrease)	Balance Normal	Available 05/31/2026 (Abnormal)	% Bdgt Used
Fund: 13 Library Special Revenue Fund							
Account Category: Revenues							
Department: 00000							
Taxes							
13-00000-41100	Property Taxes	941,915.00	0.00	0.00	941,915.00		0.00
		941,915.00	0.00	0.00	941,915.00		0.00
	Taxes	941,915.00	0.00	0.00	941,915.00		0.00
Intergovernmental Revenue							
13-00000-43793	MCFLS Member Reserve Fund	102,696.00	102,988.00	0.00	(292.00)		100.28
		102,696.00	102,988.00	0.00	(292.00)		100.28
	Intergovernmental Revenue	102,696.00	102,988.00	0.00	(292.00)		100.28
Fines, Fees, Penalties							
13-00000-45209	LIBRARY FINES	24,000.00	8,527.62	2,580.68	15,472.38		35.53
		24,000.00	8,527.62	2,580.68	15,472.38		35.53
	Fines, Fees, Penalties	24,000.00	8,527.62	2,580.68	15,472.38		35.53
Public Charges for Services							
13-00000-46712	LIBRARY ROOM RENT	4,500.00	2,915.00	1,545.00	1,585.00		64.78
13-00000-46713	LIBRARY COPY AND FAX FEES	6,200.00	3,737.52	795.75	2,462.48		60.28
		10,700.00	6,652.52	2,340.75	4,047.48		62.17
	Public Charges for Services	10,700.00	6,652.52	2,340.75	4,047.48		62.17
Miscellaneous Revenue							
13-00000-48501	LIBRARY DONATIONS	2,000.00	1,508.00	1,075.00	492.00		75.40
		2,000.00	1,508.00	1,075.00	492.00		75.40
	Miscellaneous Revenue	2,000.00	1,508.00	1,075.00	492.00		75.40
Other Financing Sources							
13-00000-49200	TRANSFER FROM OTHER FUNDS	10,000.00	0.00	0.00	10,000.00		0.00
		10,000.00	0.00	0.00	10,000.00		0.00
	Other Financing Sources	10,000.00	0.00	0.00	10,000.00		0.00
Unclassified							
13-00000-49600	FUND BALANCE ADJUSTMENT	36,000.00	0.00	0.00	36,000.00		0.00
		36,000.00	0.00	0.00	36,000.00		0.00
	Unclassified	36,000.00	0.00	0.00	36,000.00		0.00
	Total Dept 00000	1,127,311.00	119,676.14	5,996.43	1,007,634.86		10.62
	Revenues	1,127,311.00	119,676.14	5,996.43	1,007,634.86		10.62

Account Category: Expenditures
Department: 93000 LIBRARY SALARIES

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF WHITEFISH BAY

Balance As of 05/31/2026
% Fiscal Year Completed: 41.37

GL Number	Description	2026 Amended Budget	YTD Balance 05/31/2026 Normal (Abnormal)	Activity For 05/31/2026 Increase (Decrease)	Available Balance 05/31/2026 Normal (Abnormal)	% Bdg Used
Fund: 13 Library Special Revenue Fund						
Account Category: Expenditures						
Department: 93000 LIBRARY SALARIES						
Unclassified						
13-93000-50100	Salaries	634,071.00	259,354.35	72,739.64	374,716.65	40.90
13-93000-50150	FICA Tax	48,506.00	19,527.44	5,513.25	28,978.56	40.26
13-93000-50160	Health/Dental Insurance Premium	66,868.00	30,578.64	3,730.96	36,289.36	45.73
13-93000-50161	Health Insurance Deductible (Direct	0.00	312.50	62.50	(312.50)	100.00
13-93000-50162	Wellness Credit	0.00	750.06	83.34	(750.06)	100.00
13-93000-50170	Retirement Contribution - ER portion	33,309.00	11,874.72	2,854.92	21,434.28	35.65
13-93000-50180	Group Life Insurance Premium	1,716.00	613.45	91.05	1,102.55	35.75
13-93000-50181	Disability Insurance Premium	1,716.00	0.00	0.00	1,716.00	0.00
		786,186.00	323,011.16	85,075.66	463,174.84	41.09
Unclassified		786,186.00	323,011.16	85,075.66	463,174.84	41.09
Total Dept 93000 - LIBRARY SALARIES		786,186.00	323,011.16	85,075.66	463,174.84	41.09
Department: 93200 LIBRARY ADM EXP						
Unclassified						
13-93200-50190	Training/Meetings/Travel	4,500.00	622.84	75.00	3,877.16	13.84
13-93200-50191	Membership Dues	1,200.00	573.00	324.00	627.00	47.75
13-93200-50194	Personnel Related Expenses	700.00	270.99	100.00	429.01	38.71
13-93200-50250	Utilities	48,000.00	23,429.02	4,040.89	24,570.98	48.81
13-93200-50251	Telephone/Internet	5,400.00	1,800.32	527.51	3,599.68	33.34
13-93200-50300	Office Supplies	2,300.00	959.99	132.91	1,340.01	41.74
13-93200-50301	Printing/Publishing/Copies	500.00	0.00	0.00	500.00	0.00
13-93200-50302	Postage	25.00	4.79	0.00	20.21	19.16
13-93200-50360	Building Maintenance	50,000.00	1,500.00	375.00	48,500.00	3.00
13-93200-50760	Sales Tax	300.00	98.21	19.55	201.79	32.74
		112,925.00	29,259.16	5,594.86	83,665.84	25.91
Unclassified		112,925.00	29,259.16	5,594.86	83,665.84	25.91
Total Dept 93200 - LIBRARY ADM EXP		112,925.00	29,259.16	5,594.86	83,665.84	25.91
Department: 93300 LIBRARY EQUIPMENT						
Unclassified						
13-93300-50240	IT Support Contract Services	38,000.00	6,294.55	654.00	31,705.45	16.56
13-93300-50246	General software support	0.00	79.99	0.00	(79.99)	100.00
13-93300-50311	Copier Maintenance/Repair	4,200.00	899.37	101.00	3,300.63	21.41
13-93300-50312	Material Processing/Repairs	6,000.00	3,051.77	1,828.84	2,948.23	50.86
13-93300-50350	Maintenance Service & Supplies	35,000.00	5,950.00	0.00	29,050.00	17.00
13-93300-50351	Custodial Supplies	3,800.00	631.60	0.00	3,168.40	16.62
13-93300-50400	MCFLS Supplies	1,600.00	239.64	0.00	1,360.36	14.98
		88,600.00	17,146.92	2,583.84	71,453.08	19.35
Unclassified		88,600.00	17,146.92	2,583.84	71,453.08	19.35
Total Dept 93300 - LIBRARY EQUIPMENT		88,600.00	17,146.92	2,583.84	71,453.08	19.35
Department: 93400 LIBR PROG/SERVICES						

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF WHITEFISH BAY

Balance As of 05/31/2026
% Fiscal Year Completed: 41.37

GL Number	Description	2026 Amended Budget	YTD Balance 05/31/2026 Normal (Abnormal)	Activity For 05/31/2026 Increase (Decrease)	Available Balance 05/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 13 Library Special Revenue Fund						
Account Category: Expenditures						
Department: 93400 LIBR PROG/SERVICES						
Unclassified						
13-93400-50401	MCFLS Membership	7,000.00	6,968.00	0.00	32.00	99.54
13-93400-50402	Programs - Adult	200.00	0.00	0.00	200.00	0.00
13-93400-50403	Programs - Children	200.00	226.01	0.00	(26.01)	113.01
13-93400-50415	Programs - Young Adults	200.00	22.20	0.00	177.80	11.10
		7,600.00	7,216.21	0.00	383.79	94.95
Unclassified		7,600.00	7,216.21	0.00	383.79	94.95
Total Dept 93400 - LIBR PROG/SERVICES		7,600.00	7,216.21	0.00	383.79	94.95
Department: 93500 LIBRARY COLLECTIONS						
Unclassified						
13-93500-50410	Library Collection Materials	132,000.00	57,421.03	18,636.67	74,578.97	43.50
		132,000.00	57,421.03	18,636.67	74,578.97	43.50
Unclassified		132,000.00	57,421.03	18,636.67	74,578.97	43.50
Total Dept 93500 - LIBRARY COLLECTIONS		132,000.00	57,421.03	18,636.67	74,578.97	43.50
Expenditures		1,127,311.00	434,054.48	111,891.03	693,256.52	38.50
Fund 13 - Library Special Revenue Fund:						
TOTAL REVENUES		1,127,311.00	119,676.14	5,996.43	1,007,634.86	10.62
TOTAL EXPENDITURES		1,127,311.00	434,054.48	111,891.03	693,256.52	38.50
NET OF REVENUES & EXPENDITURES:		0.00	(314,378.34)	(105,894.60)	314,378.34	
BEG. FUND BALANCE		100,100.34	100,100.34			
NET OF REVENUES/EXPENDITURES - 2025		14,955.02	14,955.02			
END FUND BALANCE		115,055.36	(199,322.98)			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF WHITEFISH BAY

Balance As of 05/31/2026
% Fiscal Year Completed: 41.37

GL Number	Description	2026 Amended Budget	YTD Balance 05/31/2026 Normal (Abnormal)	Activity For 05/31/2026 Increase (Decrease)	Available Balance 05/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 22 LIBRARY EXPANSION FUND						
Account Category: Revenues						
Department: 00000						
Miscellaneous Revenue						
22-00000-48110	INVESTMENT INCOME	0.00	4,657.53	948.39	(4,657.53)	100.00
		0.00	4,657.53	948.39	(4,657.53)	100.00
	Miscellaneous Revenue	0.00	4,657.53	948.39	(4,657.53)	100.00
	Total Dept 00000	0.00	4,657.53	948.39	(4,657.53)	100.00
	Revenues	0.00	4,657.53	948.39	(4,657.53)	100.00
Fund 22 - LIBRARY EXPANSION FUND:						
	TOTAL REVENUES	0.00	4,657.53	948.39	(4,657.53)	100.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES:	0.00	4,657.53	948.39	(4,657.53)	
	BEG. FUND BALANCE	88,786.81	88,786.81			
	NET OF REVENUES/EXPENDITURES - 2025	12,736.87	12,736.87			
	END FUND BALANCE	101,523.68	106,181.21			
Report Totals:						
	TOTAL REVENUES - ALL FUNDS	1,127,311.00	124,333.67	6,944.82	1,002,977.33	11.03
	TOTAL EXPENDITURES - ALL FUNDS	1,127,311.00	434,054.48	111,891.03	693,256.52	38.50
	NET OF REVENUES & EXPENDITURES:	0.00	(309,720.81)	(104,946.21)	309,720.81	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF WHITEFISH BAY

Balance As of 06/30/2026
% Fiscal Year Completed: 49.59

GL Number	Description	2026 Amended Budget	YTD Balance 06/30/2026 Normal (Abnormal)	Activity For 06/30/2026 Increase (Decrease)	Available Balance 06/30/2026 Normal (Abnormal)	% Bdgt Used
Fund: 13 Library Special Revenue Fund						
Account Category: Revenues						
Department: 00000						
Taxes						
13-00000-41100	Property Taxes	941,915.00	0.00	0.00	941,915.00	0.00
		941,915.00	0.00	0.00	941,915.00	0.00
	Taxes	941,915.00	0.00	0.00	941,915.00	0.00
Intergovernmental Revenue						
13-00000-43793	MCFLS Member Reserve Fund	102,696.00	102,988.00	0.00	(292.00)	100.28
		102,696.00	102,988.00	0.00	(292.00)	100.28
	Intergovernmental Revenue	102,696.00	102,988.00	0.00	(292.00)	100.28
Fines, Fees, Penalties						
13-00000-45209	LIBRARY FINES	24,000.00	9,737.30	1,209.68	14,262.70	40.57
		24,000.00	9,737.30	1,209.68	14,262.70	40.57
	Fines, Fees, Penalties	24,000.00	9,737.30	1,209.68	14,262.70	40.57
Public Charges for Services						
13-00000-46712	LIBRARY ROOM RENT	4,500.00	2,986.90	71.90	1,513.10	66.38
13-00000-46713	LIBRARY COPY AND FAX FEES	6,200.00	4,352.33	614.81	1,847.67	70.20
		10,700.00	7,339.23	686.71	3,360.77	68.59
	Public Charges for Services	10,700.00	7,339.23	686.71	3,360.77	68.59
Miscellaneous Revenue						
13-00000-48501	LIBRARY DONATIONS	2,000.00	1,508.00	0.00	492.00	75.40
13-00000-48901	MISC REV	0.00	25.21	25.21	(25.21)	100.00
		2,000.00	1,533.21	25.21	466.79	76.66
	Miscellaneous Revenue	2,000.00	1,533.21	25.21	466.79	76.66
Other Financing Sources						
13-00000-49200	TRANSFER FROM OTHER FUNDS	10,000.00	0.00	0.00	10,000.00	0.00
		10,000.00	0.00	0.00	10,000.00	0.00
	Other Financing Sources	10,000.00	0.00	0.00	10,000.00	0.00
Unclassified						
13-00000-49600	FUND BALANCE ADJUSTMENT	36,000.00	0.00	0.00	36,000.00	0.00
		36,000.00	0.00	0.00	36,000.00	0.00
	Unclassified	36,000.00	0.00	0.00	36,000.00	0.00
	Total Dept 00000	1,127,311.00	121,597.74	1,921.60	1,005,713.26	10.79
	Revenues	1,127,311.00	121,597.74	1,921.60	1,005,713.26	10.79

Account Category: Expenditures

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF WHITEFISH BAY

Balance As of 06/30/2026
% Fiscal Year Completed: 49.59

GL Number	Description	2026 Amended Budget	YTD Balance 06/30/2026 Normal (Abnormal)	Activity For 06/30/2026 Increase (Decrease)	Available Balance 06/30/2026 Normal (Abnormal)	% Bdgt Used
Fund: 13 Library Special Revenue Fund						
Account Category: Expenditures						
Department: 93000 LIBRARY SALARIES						
Unclassified						
13-93000-50100	Salaries	634,071.00	302,183.82	42,829.47	331,887.18	47.66
13-93000-50150	FICA Tax	48,506.00	22,762.41	3,234.97	25,743.59	46.93
13-93000-50160	Health/Dental Insurance Premium	66,868.00	31,836.30	1,257.66	35,031.70	47.61
13-93000-50161	Health Insurance Deductible (Direct	0.00	312.50	0.00	(312.50)	100.00
13-93000-50162	Wellness Credit	0.00	770.90	20.84	(770.90)	100.00
13-93000-50170	Retirement Contribution - ER portion	33,309.00	13,847.03	1,972.31	19,461.97	41.57
13-93000-50180	Group Life Insurance Premium	1,716.00	613.45	0.00	1,102.55	35.75
13-93000-50181	Disability Insurance Premium	1,716.00	0.00	0.00	1,716.00	0.00
		786,186.00	372,326.41	49,315.25	413,859.59	47.36
Unclassified		786,186.00	372,326.41	49,315.25	413,859.59	47.36
Total Dept 93000 - LIBRARY SALARIES		786,186.00	372,326.41	49,315.25	413,859.59	47.36
Department: 93200 LIBRARY ADM EXP						
Unclassified						
13-93200-50190	Training/Meetings/Travel	4,500.00	622.84	0.00	3,877.16	13.84
13-93200-50191	Membership Dues	1,200.00	818.95	245.95	381.05	68.25
13-93200-50194	Personnel Related Expenses	700.00	543.61	272.62	156.39	77.66
13-93200-50250	Utilities	48,000.00	27,986.20	4,557.18	20,013.80	58.30
13-93200-50251	Telephone/Internet	5,400.00	2,327.83	527.51	3,072.17	43.11
13-93200-50300	Office Supplies	2,300.00	1,084.31	124.32	1,215.69	47.14
13-93200-50301	Printing/Publishing/Copies	500.00	0.00	0.00	500.00	0.00
13-93200-50302	Postage	25.00	4.79	0.00	20.21	19.16
13-93200-50360	Building Maintenance	50,000.00	3,286.60	1,786.60	46,713.40	6.57
13-93200-50760	Sales Tax	300.00	117.42	19.21	182.58	39.14
		112,925.00	36,792.55	7,533.39	76,132.45	32.58
Unclassified		112,925.00	36,792.55	7,533.39	76,132.45	32.58
Total Dept 93200 - LIBRARY ADM EXP		112,925.00	36,792.55	7,533.39	76,132.45	32.58
Department: 93300 LIBRARY EQUIPMENT						
Unclassified						
13-93300-50240	IT Support Contract Services	38,000.00	8,165.30	1,870.75	29,834.70	21.49
13-93300-50246	General software support	0.00	79.99	0.00	(79.99)	100.00
13-93300-50311	Copier Maintenance/Repair	4,200.00	1,000.37	101.00	3,199.63	23.82
13-93300-50312	Material Processing/Repairs	6,000.00	3,051.77	0.00	2,948.23	50.86
13-93300-50350	Maintenance Service & Supplies	35,000.00	11,750.00	5,800.00	23,250.00	33.57
13-93300-50351	Custodial Supplies	3,800.00	1,131.00	499.40	2,669.00	29.76
13-93300-50400	MCFLS Supplies	1,600.00	239.64	0.00	1,360.36	14.98
		88,600.00	25,418.07	8,271.15	63,181.93	28.69
Unclassified		88,600.00	25,418.07	8,271.15	63,181.93	28.69
Total Dept 93300 - LIBRARY EQUIPMENT		88,600.00	25,418.07	8,271.15	63,181.93	28.69
Department: 93400 LIBR PROG/SERVICES						

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF WHITEFISH BAY

Balance As of 06/30/2026
% Fiscal Year Completed: 49.59

GL Number	Description	2026 Amended Budget	YTD Balance 06/30/2026 Normal (Abnormal)	Activity For 06/30/2026 Increase (Decrease)	Available Balance 06/30/2026 Normal (Abnormal)	% Bdgt Used
Fund: 13 Library Special Revenue Fund						
Account Category: Expenditures						
Department: 93400 LIBR PROG/SERVICES						
Unclassified						
13-93400-50401	MCFLS Membership	7,000.00	6,968.00	0.00	32.00	99.54
13-93400-50402	Programs - Adult	200.00	0.00	0.00	200.00	0.00
13-93400-50403	Programs - Children	200.00	226.01	0.00	(26.01)	113.01
13-93400-50415	Programs - Young Adults	200.00	22.20	0.00	177.80	11.10
		7,600.00	7,216.21	0.00	383.79	94.95
Unclassified		7,600.00	7,216.21	0.00	383.79	94.95
Total Dept 93400 - LIBR PROG/SERVICES		7,600.00	7,216.21	0.00	383.79	94.95
Department: 93500 LIBRARY COLLECTIONS						
Unclassified						
13-93500-50410	Library Collection Materials	132,000.00	62,878.29	5,457.26	69,121.71	47.64
		132,000.00	62,878.29	5,457.26	69,121.71	47.64
Unclassified		132,000.00	62,878.29	5,457.26	69,121.71	47.64
Total Dept 93500 - LIBRARY COLLECTIONS		132,000.00	62,878.29	5,457.26	69,121.71	47.64
Expenditures		1,127,311.00	504,631.53	70,577.05	622,679.47	44.76
Fund 13 - Library Special Revenue Fund:						
TOTAL REVENUES		1,127,311.00	121,597.74	1,921.60	1,005,713.26	10.79
TOTAL EXPENDITURES		1,127,311.00	504,631.53	70,577.05	622,679.47	44.76
NET OF REVENUES & EXPENDITURES:		0.00	(383,033.79)	(68,655.45)	383,033.79	
BEG. FUND BALANCE		100,100.34	100,100.34			
NET OF REVENUES/EXPENDITURES - 2025		14,955.02	14,955.02			
END FUND BALANCE		115,055.36	(267,978.43)			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF WHITEFISH BAY

Balance As of 06/30/2026
% Fiscal Year Completed: 49.59

GL Number	Description	2026 Amended Budget	YTD Balance 06/30/2026 Normal (Abnormal)	Activity For 06/30/2026 Increase (Decrease)	Available Balance 06/30/2026 Normal (Abnormal)	% Bdgt Used
Fund: 22 LIBRARY EXPANSION FUND						
Account Category: Revenues						
Department: 00000						
Miscellaneous Revenue						
22-00000-48110	INVESTMENT INCOME	0.00	4,657.53	0.00	(4,657.53)	100.00
		0.00	4,657.53	0.00	(4,657.53)	100.00
	Miscellaneous Revenue	0.00	4,657.53	0.00	(4,657.53)	100.00
	Total Dept 00000	0.00	4,657.53	0.00	(4,657.53)	100.00
	Revenues	0.00	4,657.53	0.00	(4,657.53)	100.00
Fund 22 - LIBRARY EXPANSION FUND:						
	TOTAL REVENUES	0.00	4,657.53	0.00	(4,657.53)	100.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES:	0.00	4,657.53	0.00	(4,657.53)	
	BEG. FUND BALANCE	88,786.81	88,786.81			
	NET OF REVENUES/EXPENDITURES - 2025	12,736.87	12,736.87			
	END FUND BALANCE	101,523.68	106,181.21			
Report Totals:						
	TOTAL REVENUES - ALL FUNDS	1,127,311.00	126,255.27	1,921.60	1,001,055.73	11.20
	TOTAL EXPENDITURES - ALL FUNDS	1,127,311.00	504,631.53	70,577.05	622,679.47	44.76
	NET OF REVENUES & EXPENDITURES:	0.00	(378,376.26)	(68,655.45)	378,376.26	

GL ACTIVITY REPORT FOR VILLAGE OF WHITEFISH BAY

From 05/01/2026 to 06/30/2026

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt Change	Balance	Available
05/01/2026			13-00000-11100 CASH IN BANK		BEG. BALANCE		(74,008.94)	0.00
05/01/2026	PR	CHK	SUMMARY PR 05/01/2026		(23,604.06)		(97,613.00)	
05/06/2026	GJ	JE	Library - stripe monthly deposiit	0000006561	792.80		(96,820.20)	
05/08/2026	CD	CHK	SUMMARY CD 05/08/2026		(20,050.09)		(116,870.29)	
05/11/2026	CR	RCPT	CASH IN BANK - C	0000247300	72.10		(116,798.19)	
05/11/2026	CR	RCPT	CASH IN BANK - K	0000247301	2,110.78		(114,687.41)	
05/11/2026	CR	RCPT	CASH IN BANK - C	0000247301	224.95		(114,462.46)	
05/13/2026	CD	CHK	Cking 7(E) to 102406	7(E)	(2,595.52)		(117,057.98)	
05/13/2026	GJ	JE	Nayax deposit	0000006535	417.85		(116,640.13)	
05/13/2026	CD	CHK	SUMMARY CD 05/13/2026		(91.05)		(116,731.18)	
05/15/2026	PR	CHK	SUMMARY PR 05/15/2026		(23,929.59)		(140,660.77)	
05/18/2026	GJ	JE	Monthly Sales Tax ACH Payment	0000006545	(19.55)		(140,680.32)	
05/19/2026	CD	CHK	Cking 20(E) to 103210	20(E)	(3,105.96)		(143,786.28)	
05/19/2026	CR	RCPT	CASH IN BANK - K	0000247539	50.00		(143,736.28)	
05/19/2026	CR	RCPT	CASH IN BANK - C	0000247539	260.10		(143,476.18)	
05/22/2026	CD	CHK	SUMMARY CD 05/22/2026		(4,150.21)		(147,626.39)	
05/28/2026	CR	RCPT	CASH IN BANK - K	0000247742	2,000.00		(145,626.39)	
05/28/2026	CR	RCPT	CASH IN BANK - C	0000247742	122.85		(145,503.54)	
05/29/2026	PR	CHK	SUMMARY PR 05/29/2026		(31,490.08)		(176,993.62)	
05/31/2026	GJ	JE	Monthly WRS ACH Payment	6481	(2,029.69)		(179,023.31)	
06/04/2026	GJ	JE	Library - stripe monthly deposiit	0000006639	801.36		(178,221.95)	
06/05/2026	CD	CHK	SUMMARY CD 06/05/2026		(9,488.92)		(187,710.87)	
06/05/2026	CR	RCPT	CASH IN BANK - C	0000247935	21.60		(187,689.27)	
06/05/2026	CR	RCPT	CASH IN BANK - C	0000247936	121.94		(187,567.33)	
06/12/2026	PR	CHK	SUMMARY PR 06/12/2026		(22,097.83)		(209,665.16)	
06/12/2026	CD	CHK	SUMMARY CD 06/12/2026		(824.32)		(210,489.48)	
06/12/2026	GJ	JE	Nayax deposit	0000006590	416.86		(210,072.62)	
06/15/2026	CR	RCPT	CASH IN BANK - K	0000248119	51.30		(210,021.32)	
06/15/2026	CR	RCPT	CASH IN BANK - C	0000248119	256.83		(209,764.49)	
06/16/2026	CD	CHK	Cking 31(E) to 102406	31(E)	(3,809.84)		(213,574.33)	
06/19/2026	CD	CHK	SUMMARY CD 06/19/2026		(4,557.18)		(218,131.51)	
06/24/2026	CR	RCPT	CASH IN BANK - C	0000248399	363.95		(217,767.56)	
06/26/2026	PR	CHK	SUMMARY PR 06/26/2026		(23,987.45)		(241,755.01)	
06/26/2026	CD	CHK	SUMMARY CD 06/26/2026		(2,738.53)		(244,493.54)	
06/30/2026	GJ	JE	Monthly WRS ACH Payment	0000006584	(2,854.92)		(247,348.46)	
06/30/2026	GJ	JE	Monthly Sales Tax ACH Payment	0000006611	(19.21)		(247,367.67)	
06/30/2026				END BALANCE			(247,367.67)	
05/01/2026			13-00000-12100 TAXES RECEIVABLE		BEG. BALANCE		941,915.00	
06/30/2026				END BALANCE			941,915.00	
05/01/2026			13-00000-21100 ACCOUNTS PAYABLE		BEG. BALANCE		(6,211.92)	
05/05/2026	AP	INV	Waukesha County Treasurer/ZOOM LICENS	CINV2026-01500	(284.00)		(6,495.92)	
05/05/2026	AP	INV	ROBB GREGG/APRIL 2026 GARDEN	2026-04	(375.00)		(6,870.92)	
05/06/2026	AP	INV	BRODART CO./LAMINATING & FOLD ON ROL	675401	(423.17)		(7,294.09)	
05/06/2026	AP	INV	DEMCO/Vnd: 0026 Inv #: 7799871	7799871	(442.87)		(7,736.96)	
05/06/2026	AP	INV	ADVANTAGE ARCHIVES LLC/DIGITIZATION	44795	(5,955.00)		(13,691.96)	
05/06/2026	AP	INV	EBSCO/MISC TITLES	1815070	(9,204.76)		(22,896.72)	
05/06/2026	AP	INV	GREATAMERICA FINANCIAL SVCS/STANDARD	41825698	(101.00)		(22,997.72)	
05/06/2026	AP	INV	KANOPY, INC./TICKETS & KKIDS CREDITS	50331-PPU	(323.85)		(23,321.57)	
05/06/2026	AP	INV	INGRAM LIBRARY SERVICES/APRIL 2026 ST	20AC678 4/2026	(2,830.44)		(26,152.01)	
05/06/2026	AP	INV	WIN IT SERVICES, LLC/MERAKI LICENSE R	217735	(110.00)		(26,262.01)	
05/08/2026	CD	CHK	SUMMARY CD 05/08/2026		20,050.09		(6,211.92)	
05/11/2026	AP	INV	SPECTRUM ENTERPRISE/MONTHLY CHARGES	6870	(310.83)		(6,522.75)	
05/11/2026	AP	INV	SPECTRUM ENTERPRISE/MONTHLY CHARGES	3402	(107.36)		(6,630.11)	

GL ACTIVITY REPORT FOR VILLAGE OF WHITEFISH BAY

From 05/01/2026 to 06/30/2026

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt Change	Balance	Available
05/12/2026	AP	INV	TechSoup/OFFICE STANDARD 6 LICENSES	2899	(240.00)		(6,870.11)	
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/YS BOOKS	9702	(12.34)		(6,882.45)	
05/12/2026	AP	INV	MILWAUKEE JOURNAL SENTINEL/JS SUBSCRI	1463	(50.00)		(6,932.45)	
05/12/2026	AP	INV	UW MADISON SOE/PLAY MAKE LEARN CONFER	3307	(75.00)		(7,007.45)	
05/12/2026	AP	INV	COMMON SENSE MEDIA/YS MATERIALS REVIE	8765	(30.00)		(7,037.45)	
05/12/2026	AP	INV	BARTOLOTTA RESTAURANTS/CONDOLENSE GIF	6551	(100.00)		(7,137.45)	
05/12/2026	AP	INV	DRIVESTRIKE/LAPTOP SECURITY	5390	(20.00)		(7,157.45)	
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/HAND SANITIZE	6321	(43.61)		(7,201.06)	
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/DVD CASES	0590	(48.63)		(7,249.69)	
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/MAILING LABEL	9245	(15.66)		(7,265.35)	
05/12/2026	AP	INV	WISCONSIN LIBRARY ASSOCIATION/NYAMA R	5636	(210.00)		(7,475.35)	
05/12/2026	AP	INV	AMERICAN LIBRARY ASSOCIATION/ELENA YA	5411	(68.00)		(7,543.35)	
05/12/2026	AP	INV	AMERICAN LIBRARY ASSOCIATION/EMMA BLA	5841	(46.00)		(7,589.35)	
05/12/2026	AP	INV	BAYSCAN TECHNOLOGIES/RFID TAGS	2586	(914.17)		(8,503.52)	
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/DOUBLE SIDED	1131	(27.77)		(8,531.29)	
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/SCOTCH TAPE	0225	(11.31)		(8,542.60)	
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/FORKS	8696	(24.99)		(8,567.59)	
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/CUPS	4230	(9.57)		(8,577.16)	
05/12/2026	AP	INV	TONIES US, INC/VARIOUS YS BOOKS	8637	(230.28)		(8,807.44)	
05/13/2026	CD	CHK	Cking 7(E) to 102406	7(E)	2,595.52		(6,211.92)	
05/13/2026	CD	CHK	SUMMARY CD 05/13/2026		91.05		(6,120.87)	
05/14/2026	AP	INV	SECURIAN FINANCIAL GROUP, INC./Vnd: 0	045702 - June 2026	(91.05)		(6,211.92)	
05/18/2026	AP	INV	ETF/JUNE 2026 PREMIUMS	1050000202606	(3,105.96)		(9,317.88)	
05/19/2026	CD	CHK	Cking 20(E) to 103210	20(E)	3,105.96		(6,211.92)	
05/20/2026	AP	INV	WE ENERGIES/MAY 2025	5828779863	(4,040.89)		(10,252.81)	
05/20/2026	AP	INV	AT&T/MONTHLY CHARGES 4/2 - 5/1/2026	414R16015905 5/202	(109.32)		(10,362.13)	
05/22/2026	CD	CHK	SUMMARY CD 05/22/2026		4,150.21		(6,211.92)	
06/03/2026	AP	INV	BLACKSTONE PUBLISHING/MISC TITLES	2231592	(69.55)		(6,281.47)	
06/03/2026	AP	INV	BLACKSTONE PUBLISHING/MISC LIBRARY CD	2225560	(366.54)		(6,648.01)	
06/03/2026	AP	INV	CLEAN SOURCE LLC/APRIL 2026 JANITORIA	043026-WFB	(2,900.00)		(9,548.01)	
06/03/2026	AP	INV	CLEAN SOURCE LLC/MARCH 2026 JANITORIA	033126-WFB	(2,900.00)		(12,448.01)	
06/03/2026	AP	INV	ERIN BAILEY/PAID TO REPLACE BOOKS THE	6/1/2026	(78.95)		(12,526.96)	
06/03/2026	AP	INV	Lakeview Books/MISC TITLES	ARP2502899	(258.89)		(12,785.85)	
06/03/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508738412	(312.08)		(13,097.93)	
06/03/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508787383	(102.91)		(13,200.84)	
06/03/2026	AP	INV	PBC GURU LLC/ANNUAL LIBRARY SPEAKERS	INV-506130	(2,500.00)		(15,700.84)	
06/05/2026	CD	CHK	SUMMARY CD 06/05/2026		9,488.92		(6,211.92)	
06/11/2026	AP	INV	AT&T/MONTHLY CHARGES 5/2 - 6/1/2026	414R16015906 5/202	(109.32)		(6,321.24)	
06/11/2026	AP	INV	WIN IT SERVICES, LLC/TECH SERVICES MA	217210	(715.00)		(7,036.24)	
06/11/2026	AP	INV	SPECTRUM ENTERPRISE/MONTHLY CHARGES 4	8238	(310.83)		(7,347.07)	
06/11/2026	AP	INV	SPECTRUM ENTERPRISE/MONTHLY CHARGES	8372	(107.36)		(7,454.43)	
06/12/2026	CD	CHK	SUMMARY CD 06/12/2026		824.32		(6,630.11)	
06/12/2026	AP	INV	The Business Journal/SUBSCRIPTION	3283	(200.00)		(6,830.11)	
06/12/2026	AP	INV	Adobe Inc./SOFTWARE RENEWAL (nyr)	8089	(15.89)		(6,846.00)	
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/FLASH DRIVES	4070	(40.84)		(6,886.84)	
06/12/2026	AP	INV	THE FRAMING GALLERY/THERESA HOGE RETI	3077	(102.75)		(6,989.59)	
06/12/2026	AP	INV	MILWAUKEE JOURNAL SENTINEL/SUBSCRIPTI	6108	(50.00)		(7,039.59)	
06/12/2026	AP	INV	TOPPERS PIZZA/THERESA HOGE RETIREMENT	5289	(142.88)		(7,182.47)	
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/DOCKING STATI	9326	(168.99)		(7,351.46)	
06/12/2026	AP	INV	MILK STREET MAGAZINE/ANNUAL MEMBERSHI	3574	(59.95)		(7,411.41)	
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/OUTDOOR BENCH	9805	(207.67)		(7,619.08)	
06/12/2026	AP	INV	ZAZZLE/NAMETAGS	1956	(83.48)		(7,702.56)	
06/12/2026	AP	INV	SENSOURCE/DOOR ENTRY PHONE PASSES	0154	(480.00)		(8,182.56)	
06/12/2026	AP	INV	CAIN'S WINDOW CLEANING, LLC/WINDOW CL	2918	(828.93)		(9,011.49)	
06/12/2026	AP	INV	DRIVESTRIKE/LAPTOP SECURITY SOFTWARE	4623	(20.00)		(9,031.49)	
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/YESTERYEAR BO	3172	(198.00)		(9,229.49)	
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/STILL LIFE AT	5329	(12.59)		(9,242.08)	

GL ACTIVITY REPORT FOR VILLAGE OF WHITEFISH BAY

From 05/01/2026 to 06/30/2026

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt Change	Balance	Available
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/DIPLOMA FRAME	5811	(26.99)		(9,269.07)	
06/12/2026	AP	INV	WISCONSIN LIBRARY ASSOCIATION/MEMBERS	2745	(245.95)		(9,515.02)	
06/12/2026	AP	INV	SI KIDS/SUBSCRIPTION	8299	(26.42)		(9,541.44)	
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/USBC ADAPTER	6745	(13.49)		(9,554.93)	
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/THE DIGITAL D	8535	(9.45)		(9,564.38)	
06/12/2026	AP	INV	CANVA/ANNUAL SUBSCRIPTION	0620	(119.40)		(9,683.78)	
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/DOCKING STATI	7670	(337.98)		(10,021.76)	
06/16/2026	CD	CHK	Cking 31(E) to 102406	31(E)	3,809.84		(6,211.92)	
06/18/2026	AP	INV	WE ENERGIES/June 2026	5966723060	(4,557.18)		(10,769.10)	
06/18/2026	AP	INV	SECURIAN FINANCIAL GROUP, INC./JULY L	045702 - JULY 2026	(91.05)		(10,860.15)	
06/19/2026	CD	CHK	SUMMARY CD 06/19/2026		4,557.18		(6,302.97)	
06/25/2026	AP	INV	GALE SHELTON/PAID FINES NOT CREDITED	6/4/2026	(6.20)		(6,309.17)	
06/25/2026	AP	INV	GREATAMERICA FINANCIAL SVCS/STANDARD	42081130	(101.00)		(6,410.17)	
06/25/2026	AP	INV	MIDWEST TAPE/MISC WIDESCREEN TITLES	508917869	(77.97)		(6,488.14)	
06/25/2026	AP	INV	MIDWEST TAPE/WIDESCREEN TITLE	508946178	(21.24)		(6,509.38)	
06/25/2026	AP	INV	MIDWEST TAPE/MISC WIDESCREEN TITLES	508917868	(59.22)		(6,568.60)	
06/25/2026	AP	INV	MIDWEST TAPE/MISC WIDESCREEN TITLES	508868492	(168.22)		(6,736.82)	
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508917866	(109.97)		(6,846.79)	
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508862489	(213.72)		(7,060.51)	
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508868490	(195.39)		(7,255.90)	
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508843284	(99.64)		(7,355.54)	
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLE	508843286	(16.99)		(7,372.53)	
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508843287	(168.95)		(7,541.48)	
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508978967	(132.58)		(7,674.06)	
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLE	508978969	(26.99)		(7,701.05)	
06/25/2026	AP	INV	ROBB GREGG/JUNE 2026 GARDEN	2026-06	(375.00)		(8,076.05)	
06/25/2026	AP	INV	ROBB GREGG/MAY 2026 GARDEN	2026-05	(375.00)		(8,451.05)	
06/26/2026	CD	CHK	SUMMARY CD 06/26/2026		2,738.53		(5,712.52)	
06/26/2026	AP	INV	SECURIAN FINANCIAL GROUP, INC./JULY L	045702-JULY 2026	(91.05)		(5,803.57)	
06/26/2026	AP	INV	STAPLES ADVANTAGE/TOILET PAPER, GARBA	6065919713	(174.23)		(5,977.80)	
06/26/2026	AP	INV	STAPLES ADVANTAGE/SOAP, LINERS, & PAP	6064031796	(325.17)		(6,302.97)	
06/29/2026	AP	VOID	SECURIAN FINANCIAL GROUP, INC./Void I	045702 - JULY 2026	91.05		(6,211.92)	
06/30/2026			END BALANCE				(6,211.92)	
05/01/2026			13-00000-21550 DEPOSITS/SUSPENSE		BEG. BALANCE		(114.05)	
05/19/2026	CR	RCPT	DEPOSITS/SUSPENSE - C	0000247539	(25.00)		(139.05)	
05/28/2026	CR	RCPT	DEPOSITS/SUSPENSE - C	0000247742	(30.00)		(169.05)	
06/15/2026	CR	RCPT	DEPOSITS/SUSPENSE - C	0000248119	(21.99)		(191.04)	
06/24/2026	CR	RCPT	DEPOSITS/SUSPENSE - C	0000248399	(5.10)		(196.14)	
06/30/2026			END BALANCE				(196.14)	
05/01/2026			13-00000-24600 DEFERRED REVENUE - TAXES		BEG. BALANCE		(941,915.00)	
06/30/2026			END BALANCE				(941,915.00)	
05/01/2026			13-00000-25199 ACCRUED PAYROLL		BEG. BALANCE		(18,182.17)	
06/30/2026			END BALANCE				(18,182.17)	
05/01/2026			13-00000-25200 Health Insurance - PR Deduction		BEG. BALANCE		6,062.84	
05/15/2026	PR	CHK	SUMMARY PR 05/15/2026		(3,031.42)		3,031.42	
05/18/2026	AP	INV	ETF/JUNE 2026 PREMIUMS	1050000202606	3,031.42		6,062.84	
06/12/2026	PR	CHK	SUMMARY PR 06/12/2026		(1,227.84)		4,835.00	
06/30/2026			END BALANCE				4,835.00	

GL ACTIVITY REPORT FOR VILLAGE OF WHITEFISH BAY

From 05/01/2026 to 06/30/2026

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt Change	Balance	Available
05/01/2026			13-00000-25202 Dental Insurance - PR Deduction		BEG. BALANCE		149.08	
05/15/2026	PR	CHK	SUMMARY PR 05/15/2026		(74.54)		74.54	
05/18/2026	AP	INV	ETF/JUNE 2026 PREMIUMS	1050000202606	74.54		149.08	
06/12/2026	PR	CHK	SUMMARY PR 06/12/2026		(29.82)		119.26	
06/30/2026			END BALANCE				119.26	
05/01/2026			13-00000-25210 Life Insurance - PR Deduction		BEG. BALANCE		14.04	
05/01/2026	PR	CHK	SUMMARY PR 05/01/2026		(120.07)		(106.03)	
05/14/2026	AP	INV	SECURIAN FINANCIAL GROUP, INC./Life I 045702 - June 2026		91.05		(14.98)	
05/15/2026	PR	CHK	SUMMARY PR 05/15/2026		29.02		14.04	
06/18/2026	AP	INV	SECURIAN FINANCIAL GROUP, INC./JULY L 045702 - JULY 2026		91.05		105.09	
06/26/2026	AP	INV	SECURIAN FINANCIAL GROUP, INC./JULY L 045702-JULY 2026		91.05		196.14	
06/29/2026	AP	VOID	SECURIAN FINANCIAL GROUP, INC./Void I 045702 - JULY 2026		(91.05)		105.09	
06/30/2026			END BALANCE				105.09	
05/01/2026			13-00000-25400 WRS Retirement - Payroll Deduction		BEG. BALANCE		(1,137.26)	
05/01/2026	PR	CHK	SUMMARY PR 05/01/2026		(961.22)		(2,098.48)	
05/15/2026	PR	CHK	SUMMARY PR 05/15/2026		(1,023.78)		(3,122.26)	
05/29/2026	PR	CHK	SUMMARY PR 05/29/2026		(869.92)		(3,992.18)	
05/31/2026	GJ	JE	Monthly WRS ACH Payment	6481	2,029.69		(1,962.49)	
06/12/2026	PR	CHK	SUMMARY PR 06/12/2026		(916.76)		(2,879.25)	
06/26/2026	PR	CHK	SUMMARY PR 06/26/2026		(1,055.55)		(3,934.80)	
06/30/2026	GJ	JE	Monthly WRS ACH Payment	0000006584	2,854.92		(1,079.88)	
06/30/2026			END BALANCE				(1,079.88)	
05/01/2026			13-00000-28100 SURPLUS		BEG. BALANCE		(100,100.34)	
06/30/2026			END BALANCE				(100,100.34)	
05/01/2026			13-00000-43793 MCFLS Member Reserve Fund		BEG. BALANCE		(102,988.00)	292.00
06/30/2026			END BALANCE				(102,988.00)	292.00
05/01/2026			13-00000-45209 LIBRARY FINES		BEG. BALANCE		(5,946.94)	(18,053.06)
05/06/2026	GJ	JE	Library - stripe monthly deposiit	0000006561	792.80	0.00	(6,739.74)	(17,260.26)
05/11/2026	CR	RCPT	LIBRARY FINES - C	0000247300	21.55	0.00	(6,761.29)	(17,238.71)
05/11/2026	CR	RCPT	LIBRARY FINES - K	0000247301	1,561.93	0.00	(8,323.22)	(15,676.78)
05/19/2026	CR	RCPT	LIBRARY FINES - K	0000247539	50.00	0.00	(8,373.22)	(15,626.78)
05/19/2026	CR	RCPT	LIBRARY FINES - C	0000247539	107.75	0.00	(8,480.97)	(15,519.03)
05/28/2026	CR	RCPT	LIBRARY FINES - K	0000247742	46.65	0.00	(8,527.62)	(15,472.38)
06/03/2026	AP	INV	ERIN BAILEY/PAID TO REPLACE BOOKS THE	6/1/2026	(78.95)	0.00	(8,448.67)	(15,551.33)
06/04/2026	GJ	JE	Library - stripe monthly deposiit	0000006639	801.36	0.00	(9,250.03)	(14,749.97)
06/05/2026	CR	RCPT	LIBRARY FINES - C	0000247935	4.05	0.00	(9,254.08)	(14,745.92)
06/05/2026	CR	RCPT	LIBRARY FINES - C	0000247936	73.69	0.00	(9,327.77)	(14,672.23)
06/15/2026	CR	RCPT	LIBRARY FINES - K	0000248119	51.30	0.00	(9,379.07)	(14,620.93)
06/15/2026	CR	RCPT	LIBRARY FINES - C	0000248119	137.73	0.00	(9,516.80)	(14,483.20)
06/24/2026	CR	RCPT	LIBRARY FINES - C	0000248399	226.70	0.00	(9,743.50)	(14,256.50)
06/25/2026	AP	INV	GALE SHELTON/PAID FINES NOT CREDITED	6/4/2026	(6.20)	0.00	(9,737.30)	(14,262.70)
06/30/2026			END BALANCE				(9,737.30)	(14,262.70)
05/01/2026			13-00000-46712 LIBRARY ROOM RENT		BEG. BALANCE	0.00	(1,370.00)	(3,130.00)
05/11/2026	CR	RCPT	LIBRARY ROOM RENT - K	0000247301	525.00	0.00	(1,895.00)	(2,605.00)
05/19/2026	CR	RCPT	LIBRARY ROOM RENT - C	0000247539	50.00	0.00	(1,945.00)	(2,555.00)

GL ACTIVITY REPORT FOR VILLAGE OF WHITEFISH BAY

From 05/01/2026 to 06/30/2026

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt Change	Balance	Available
05/28/2026	CR	RCPT	LIBRARY ROOM RENT - K	0000247742	970.00	0.00	(2,915.00)	(1,585.00)
06/15/2026	CR	RCPT	LIBRARY ROOM RENT - C	0000248119	71.90	0.00	(2,986.90)	(1,513.10)
06/30/2026			END BALANCE				(2,986.90)	(1,513.10)
05/01/2026			13-00000-46713 LIBRARY COPY AND FAX FEES			0.00	(2,941.77)	(3,258.23)
			BEG. BALANCE					
05/11/2026	CR	RCPT	LIBRARY COPY AND FAX FEES - C	0000247300	50.55	0.00	(2,992.32)	(3,207.68)
05/11/2026	CR	RCPT	LIBRARY COPY AND FAX FEES - K	0000247301	23.85	0.00	(3,016.17)	(3,183.83)
05/11/2026	CR	RCPT	LIBRARY COPY AND FAX FEES - C	0000247301	149.95	0.00	(3,166.12)	(3,033.88)
05/13/2026	GJ	JE	Nayax deposit	0000006535	417.85	0.00	(3,583.97)	(2,616.03)
05/19/2026	CR	RCPT	LIBRARY COPY AND FAX FEES - C	0000247539	77.35	0.00	(3,661.32)	(2,538.68)
05/28/2026	CR	RCPT	LIBRARY COPY AND FAX FEES - K	0000247742	76.20	0.00	(3,737.52)	(2,462.48)
06/05/2026	CR	RCPT	LIBRARY COPY AND FAX FEES - C	0000247935	17.55	0.00	(3,755.07)	(2,444.93)
06/05/2026	CR	RCPT	LIBRARY COPY AND FAX FEES - C	0000247936	48.25	0.00	(3,803.32)	(2,396.68)
06/12/2026	GJ	JE	Nayax deposit	0000006590	416.86	0.00	(4,220.18)	(1,979.82)
06/24/2026	CR	RCPT	LIBRARY COPY AND FAX FEES - C	0000248399	132.15	0.00	(4,352.33)	(1,847.67)
06/30/2026			END BALANCE				(4,352.33)	(1,847.67)
05/01/2026			13-00000-48501 LIBRARY DONATIONS			0.00	(433.00)	(1,567.00)
			BEG. BALANCE					
05/11/2026	CR	RCPT	LIBRARY DONATIONS - C	0000247301	75.00	0.00	(508.00)	(1,492.00)
05/28/2026	CR	RCPT	LIBRARY DONATIONS - K	0000247742	907.15	0.00	(1,415.15)	(584.85)
05/28/2026	CR	RCPT	LIBRARY DONATIONS - C	0000247742	92.85	0.00	(1,508.00)	(492.00)
06/30/2026			END BALANCE				(1,508.00)	(492.00)
05/01/2026			13-00000-48901 MISC REV			0.00	0.00	0.00
			BEG. BALANCE					
06/15/2026	CR	RCPT	MISC REV - C	0000248119	25.21	0.00	(25.21)	25.21
06/30/2026			END BALANCE				(25.21)	25.21
05/01/2026			13-93000-50100 salaries			0.00	186,614.71	447,456.29
			BEG. BALANCE					
05/01/2026	PR	CHK	SUMMARY PR 05/01/2026		21,897.75	0.00	208,512.46	425,558.54
05/15/2026	PR	CHK	SUMMARY PR 05/15/2026		21,691.94	0.00	230,204.40	403,866.60
05/29/2026	PR	CHK	SUMMARY PR 05/29/2026		29,149.95	0.00	259,354.35	374,716.65
06/12/2026	PR	CHK	SUMMARY PR 06/12/2026		20,533.26	0.00	279,887.61	354,183.39
06/26/2026	PR	CHK	SUMMARY PR 06/26/2026		22,296.21	0.00	302,183.82	331,887.18
06/30/2026			END BALANCE				302,183.82	331,887.18
05/01/2026			13-93000-50150 FICA Tax			0.00	14,014.19	34,491.81
			BEG. BALANCE					
05/01/2026	PR	CHK	SUMMARY PR 05/01/2026		1,622.97	0.00	15,637.16	32,868.84
05/15/2026	PR	CHK	SUMMARY PR 05/15/2026		1,675.15	0.00	17,312.31	31,193.69
05/29/2026	PR	CHK	SUMMARY PR 05/29/2026		2,215.13	0.00	19,527.44	28,978.56
06/12/2026	PR	CHK	SUMMARY PR 06/12/2026		1,543.73	0.00	21,071.17	27,434.83
06/26/2026	PR	CHK	SUMMARY PR 06/26/2026		1,691.24	0.00	22,762.41	25,743.59
06/30/2026			END BALANCE				22,762.41	25,743.59
05/01/2026			13-93000-50160 Health/Dental Insurance Premium			0.00	26,847.68	40,020.32
			BEG. BALANCE					
05/15/2026	PR	CHK	SUMMARY PR 05/15/2026		3,605.96	0.00	30,453.64	36,414.36
05/29/2026	PR	CHK	SUMMARY PR 05/29/2026		125.00	0.00	30,578.64	36,289.36
06/12/2026	PR	CHK	SUMMARY PR 06/12/2026		1,257.66	0.00	31,836.30	35,031.70
06/30/2026			END BALANCE				31,836.30	35,031.70
05/01/2026			13-93000-50161 Health Insurance Deductible (Direct Pa			0.00	250.00	(250.00)
			BEG. BALANCE					

GL ACTIVITY REPORT FOR VILLAGE OF WHITEFISH BAY

From 05/01/2026 to 06/30/2026

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt	Change	Balance	Available
05/15/2026	PR	CHK	SUMMARY PR 05/15/2026		62.50		0.00	312.50	(312.50)
06/30/2026			END BALANCE					312.50	(312.50)
05/01/2026			13-93000-50162 wellness Credit	BEG. BALANCE			0.00	666.72	(666.72)
05/01/2026	PR	CHK	SUMMARY PR 05/01/2026		83.34		0.00	750.06	(750.06)
05/15/2026	PR	CHK	SUMMARY PR 05/15/2026				0.00	750.06	(750.06)
06/12/2026	PR	CHK	SUMMARY PR 06/12/2026		20.84		0.00	770.90	(770.90)
06/30/2026			END BALANCE					770.90	(770.90)
05/01/2026			13-93000-50170 Retirement Contribution - ER portion	BEG. BALANCE			0.00	9,019.80	24,289.20
05/01/2026	PR	CHK	SUMMARY PR 05/01/2026		961.22		0.00	9,981.02	23,327.98
05/15/2026	PR	CHK	SUMMARY PR 05/15/2026		1,023.78		0.00	11,004.80	22,304.20
05/29/2026	PR	CHK	SUMMARY PR 05/29/2026		869.92		0.00	11,874.72	21,434.28
06/12/2026	PR	CHK	SUMMARY PR 06/12/2026		916.76		0.00	12,791.48	20,517.52
06/26/2026	PR	CHK	SUMMARY PR 06/26/2026		1,055.55		0.00	13,847.03	19,461.97
06/30/2026			END BALANCE					13,847.03	19,461.97
05/01/2026			13-93000-50180 Group Life Insurance Premium	BEG. BALANCE			0.00	522.40	1,193.60
05/01/2026	PR	CHK	SUMMARY PR 05/01/2026		120.07		0.00	642.47	1,073.53
05/15/2026	PR	CHK	SUMMARY PR 05/15/2026		(29.02)		0.00	613.45	1,102.55
06/30/2026			END BALANCE					613.45	1,102.55
05/01/2026			13-93200-50190 Training/Meetings/Travel	BEG. BALANCE			0.00	547.84	3,952.16
05/12/2026	AP	INV	UW MADISON SOE/PLAY MAKE LEARN CONFER	3307	75.00		0.00	622.84	3,877.16
06/30/2026			END BALANCE					622.84	3,877.16
05/01/2026			13-93200-50191 Membership Dues	BEG. BALANCE			0.00	249.00	951.00
05/12/2026	AP	INV	WISCONSIN LIBRARY ASSOCIATION/NYAMA R	5636	210.00		0.00	459.00	741.00
05/12/2026	AP	INV	AMERICAN LIBRARY ASSOCIATION/ELENA YA	5411	68.00		0.00	527.00	673.00
05/12/2026	AP	INV	AMERICAN LIBRARY ASSOCIATION/EMMA BLA	5841	46.00		0.00	573.00	627.00
06/12/2026	AP	INV	WISCONSIN LIBRARY ASSOCIATION/MEMBERS	2745	245.95		0.00	818.95	381.05
06/30/2026			END BALANCE					818.95	381.05
05/01/2026			13-93200-50194 Personnel Related Expenses	BEG. BALANCE			0.00	170.99	529.01
05/12/2026	AP	INV	BARTOLOTTA RESTAURANTS/CONDOLENSE GIF	6551	100.00		0.00	270.99	429.01
06/12/2026	AP	INV	THE FRAMING GALLERY/THERESA HOGE RETI	3077	102.75		0.00	373.74	326.26
06/12/2026	AP	INV	TOPPERS PIZZA/THERESA HOGE RETIREMENT	5289	142.88		0.00	516.62	183.38
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/DIPLOMA FRAME	5811	26.99		0.00	543.61	156.39
06/30/2026			END BALANCE					543.61	156.39
05/01/2026			13-93200-50250 utilities	BEG. BALANCE			0.00	19,388.13	28,611.87
05/20/2026	AP	INV	WE ENERGIES/MAY 2025	5828779863	4,040.89		0.00	23,429.02	24,570.98
06/18/2026	AP	INV	WE ENERGIES/June 2026	5966723060	4,557.18		0.00	27,986.20	20,013.80
06/30/2026			END BALANCE					27,986.20	20,013.80
05/01/2026			13-93200-50251 Telephone/Internet	BEG. BALANCE			0.00	1,272.81	4,127.19
05/11/2026	AP	INV	SPECTRUM ENTERPRISE/MONTHLY CHARGES	6870	310.83		0.00	1,583.64	3,816.36
05/11/2026	AP	INV	SPECTRUM ENTERPRISE/MONTHLY CHARGES	3402	107.36		0.00	1,691.00	3,709.00
05/20/2026	AP	INV	AT&T/MONTHLY CHARGES 4/2 - 5/1/2026	414R16015905 5/202	109.32		0.00	1,800.32	3,599.68

GL ACTIVITY REPORT FOR VILLAGE OF WHITEFISH BAY

From 05/01/2026 to 06/30/2026

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt Change	Balance	Available
06/11/2026	AP	INV	AT&T/MONTHLY CHARGES 5/2 - 6/1/2026	414R16015906 5/202	109.32	0.00	1,909.64	3,490.36
06/11/2026	AP	INV	SPECTRUM ENTERPRISE/MONTHLY CHARGES 4	8238	310.83	0.00	2,220.47	3,179.53
06/11/2026	AP	INV	SPECTRUM ENTERPRISE/MONTHLY CHARGES	8372	107.36	0.00	2,327.83	3,072.17
06/30/2026			END BALANCE				2,327.83	3,072.17
05/01/2026			13-93200-50300 office supplies	BEG. BALANCE		0.00	827.08	1,472.92
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/HAND SANITIZE	6321	43.61	0.00	870.69	1,429.31
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/MAILING LABEL	9245	15.66	0.00	886.35	1,413.65
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/DOUBLE SIDED	1131	27.77	0.00	914.12	1,385.88
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/SCOTCH TAPE	0225	11.31	0.00	925.43	1,374.57
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/FORKS	8696	24.99	0.00	950.42	1,349.58
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/CUPS	4230	9.57	0.00	959.99	1,340.01
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/FLASH DRIVES	4070	40.84	0.00	1,000.83	1,299.17
06/12/2026	AP	INV	ZAZZLE/NAMETAGS	1956	83.48	0.00	1,084.31	1,215.69
06/30/2026			END BALANCE				1,084.31	1,215.69
05/01/2026			13-93200-50302 Postage	BEG. BALANCE		0.00	4.79	20.21
06/30/2026			END BALANCE				4.79	20.21
05/01/2026			13-93200-50360 Building Maintenance	BEG. BALANCE		0.00	1,125.00	48,875.00
05/05/2026	AP	INV	ROBB GREGG/APRIL 2026 GARDEN	2026-04	375.00	0.00	1,500.00	48,500.00
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/OUTDOOR BENCH	9805	207.67	0.00	1,707.67	48,292.33
06/12/2026	AP	INV	CAIN'S WINDOW CLEANING, LLC/WINDOW CL	2918	828.93	0.00	2,536.60	47,463.40
06/25/2026	AP	INV	ROBB GREGG/JUNE 2026 GARDEN	2026-06	375.00	0.00	2,911.60	47,088.40
06/25/2026	AP	INV	ROBB GREGG/MAY 2026 GARDEN	2026-05	375.00	0.00	3,286.60	46,713.40
06/30/2026			END BALANCE				3,286.60	46,713.40
05/01/2026			13-93200-50760 Sales Tax	BEG. BALANCE		0.00	78.66	221.34
05/18/2026	GJ	JE	Monthly Sales Tax ACH Payment	0000006545	19.55	0.00	98.21	201.79
06/30/2026	GJ	JE	Monthly Sales Tax ACH Payment	0000006611	19.21	0.00	117.42	182.58
06/30/2026			END BALANCE				117.42	182.58
05/01/2026			13-93300-50240 IT Support Contract Services	BEG. BALANCE		0.00	5,640.55	32,359.45
05/05/2026	AP	INV	Waukesha County Treasurer/ZOOM LICENS	CINV2026-01500	284.00	0.00	5,924.55	32,075.45
05/06/2026	AP	INV	WIN IT SERVICES, LLC/MERAKI LICENSE R	217735	110.00	0.00	6,034.55	31,965.45
05/12/2026	AP	INV	TechSoup/OFFICE STANDARD 6 LICENSES	2899	240.00	0.00	6,274.55	31,725.45
05/12/2026	AP	INV	DRIVESTRIKE/LAPTOP SECURITY	5390	20.00	0.00	6,294.55	31,705.45
06/11/2026	AP	INV	WIN IT SERVICES, LLC/TECH SERVICES MA	217210	715.00	0.00	7,009.55	30,990.45
06/12/2026	AP	INV	Adobe Inc./SOFTWARE RENEWAL (nyr)	8089	15.89	0.00	7,025.44	30,974.56
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/DOCKING STATI	9326	168.99	0.00	7,194.43	30,805.57
06/12/2026	AP	INV	SENSOURCE/DOOR ENTRY PHONE PASSES	0154	480.00	0.00	7,674.43	30,325.57
06/12/2026	AP	INV	DRIVESTRIKE/LAPTOP SECURITY SOFTWARE	4623	20.00	0.00	7,694.43	30,305.57
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/USBC ADAPTER	6745	13.49	0.00	7,707.92	30,292.08
06/12/2026	AP	INV	CANVA/ANNUAL SUBSCRIPTION	0620	119.40	0.00	7,827.32	30,172.68
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/DOCKING STATI	7670	337.98	0.00	8,165.30	29,834.70
06/30/2026			END BALANCE				8,165.30	29,834.70
05/01/2026			13-93300-50246 General software support	BEG. BALANCE		0.00	79.99	(79.99)
06/30/2026			END BALANCE				79.99	(79.99)

GL ACTIVITY REPORT FOR VILLAGE OF WHITEFISH BAY

From 05/01/2026 to 06/30/2026

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt	Change	Balance	Available
05/01/2026			13-93300-50311 Copier Maintenance/Repair		BEG. BALANCE		0.00	798.37	3,401.63
05/06/2026	AP	INV	GREATAMERICA FINANCIAL SVCS/STANDARD	41825698	101.00		0.00	899.37	3,300.63
06/25/2026	AP	INV	GREATAMERICA FINANCIAL SVCS/STANDARD	42081130	101.00		0.00	1,000.37	3,199.63
06/30/2026			END BALANCE					1,000.37	3,199.63
05/01/2026			13-93300-50312 Material Processing/Repairs		BEG. BALANCE		0.00	1,222.93	4,777.07
05/06/2026	AP	INV	BRODART CO./LAMINATING & FOLD ON ROL	675401	423.17		0.00	1,646.10	4,353.90
05/06/2026	AP	INV	DEMCO/Material Processing/Repairs (1	7799871	442.87		0.00	2,088.97	3,911.03
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/DVD CASES	0590	48.63		0.00	2,137.60	3,862.40
05/12/2026	AP	INV	BAYSCAN TECHNOLOGIES/RFID TAGS	2586	914.17		0.00	3,051.77	2,948.23
06/30/2026			END BALANCE					3,051.77	2,948.23
05/01/2026			13-93300-50350 Maintenance Service & Supplies		BEG. BALANCE		0.00	5,950.00	29,050.00
06/03/2026	AP	INV	CLEAN SOURCE LLC/APRIL 2026 JANITORIA	043026-WFB	2,900.00		0.00	8,850.00	26,150.00
06/03/2026	AP	INV	CLEAN SOURCE LLC/MARCH 2026 JANITORIA	033126-WFB	2,900.00		0.00	11,750.00	23,250.00
06/30/2026			END BALANCE					11,750.00	23,250.00
05/01/2026			13-93300-50351 Custodial Supplies		BEG. BALANCE		0.00	631.60	3,168.40
06/26/2026	AP	INV	STAPLES ADVANTAGE/TOILET PAPER, GARBA	6065919713	174.23		0.00	805.83	2,994.17
06/26/2026	AP	INV	STAPLES ADVANTAGE/SOAP, LINERS, & PAP	6064031796	325.17		0.00	1,131.00	2,669.00
06/30/2026			END BALANCE					1,131.00	2,669.00
05/01/2026			13-93300-50400 MCFLS Supplies		BEG. BALANCE		0.00	239.64	1,360.36
06/30/2026			END BALANCE					239.64	1,360.36
05/01/2026			13-93400-50401 MCFLS Membership		BEG. BALANCE		0.00	6,968.00	32.00
06/30/2026			END BALANCE					6,968.00	32.00
05/01/2026			13-93400-50403 Programs - Children		BEG. BALANCE		0.00	226.01	(26.01)
06/30/2026			END BALANCE					226.01	(26.01)
05/01/2026			13-93400-50415 Programs - Young Adults		BEG. BALANCE		0.00	22.20	177.80
06/30/2026			END BALANCE					22.20	177.80
05/01/2026			13-93500-50410 Library Collection Materials		BEG. BALANCE		0.00	38,784.36	93,215.64
05/06/2026	AP	INV	ADVANTAGE ARCHIVES LLC/DIGITIZATION	44795	5,955.00		0.00	44,739.36	87,260.64
05/06/2026	AP	INV	EBSCO/MISC TITLES	1815070	9,204.76		0.00	53,944.12	78,055.88
05/06/2026	AP	INV	KANOPY, INC./TICKETS & KKIDS CREDITS	50331-PPU	323.85		0.00	54,267.97	77,732.03
05/06/2026	AP	INV	INGRAM LIBRARY SERVICES/APRIL 2026 ST	20AC678 4/2026	2,830.44		0.00	57,098.41	74,901.59
05/12/2026	AP	INV	AMAZON CAPITAL SERVICES/YS BOOKS	9702	12.34		0.00	57,110.75	74,889.25
05/12/2026	AP	INV	MILWAUKEE JOURNAL SENTINEL/JS SUBSCRI	1463	50.00		0.00	57,160.75	74,839.25
05/12/2026	AP	INV	COMMON SENSE MEDIA/YS MATERIALS REVIE	8765	30.00		0.00	57,190.75	74,809.25
05/12/2026	AP	INV	TONIES US, INC/VARIOUS YS BOOKS	8637	230.28		0.00	57,421.03	74,578.97
06/03/2026	AP	INV	BLACKSTONE PUBLISHING/MISC TITLES	2231592	69.55		0.00	57,490.58	74,509.42
06/03/2026	AP	INV	BLACKSTONE PUBLISHING/MISC LIBRARY CD	2225560	366.54		0.00	57,857.12	74,142.88
06/03/2026	AP	INV	Lakeview Books/MISC TITLES	ARP2502899	258.89		0.00	58,116.01	73,883.99
06/03/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508738412	312.08		0.00	58,428.09	73,571.91
06/03/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508787383	102.91		0.00	58,531.00	73,469.00
06/03/2026	AP	INV	PBC GURU LLC/ANNUAL LIBRARY SPEAKERS	INV-506130	2,500.00		0.00	61,031.00	70,969.00

GL ACTIVITY REPORT FOR VILLAGE OF WHITEFISH BAY

From 05/01/2026 to 06/30/2026

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt Change	Balance	Available
06/12/2026	AP	INV	The Business Journal/SUBSCRIPTION	3283	200.00	0.00	61,231.00	70,769.00
06/12/2026	AP	INV	MILWAUKEE JOURNAL SENTINEL/SUBSCRIPTI	6108	50.00	0.00	61,281.00	70,719.00
06/12/2026	AP	INV	MILK STREET MAGAZINE/ANNUAL MEMBERSHI	3574	59.95	0.00	61,340.95	70,659.05
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/YESTERYEAR BO	3172	198.00	0.00	61,538.95	70,461.05
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/STILL LIFE AT	5329	12.59	0.00	61,551.54	70,448.46
06/12/2026	AP	INV	SI KIDS/SUBSCRIPTION	8299	26.42	0.00	61,577.96	70,422.04
06/12/2026	AP	INV	AMAZON CAPITAL SERVICES/THE DIGITAL D	8535	9.45	0.00	61,587.41	70,412.59
06/25/2026	AP	INV	MIDWEST TAPE/MISC WIDESCREEN TITLES	508917869	77.97	0.00	61,665.38	70,334.62
06/25/2026	AP	INV	MIDWEST TAPE/WIDESCREEN TITLE	508946178	21.24	0.00	61,686.62	70,313.38
06/25/2026	AP	INV	MIDWEST TAPE/MISC WIDESCREEN TITLES	508917868	59.22	0.00	61,745.84	70,254.16
06/25/2026	AP	INV	MIDWEST TAPE/MISC WIDESCREEN TITLES	508868492	168.22	0.00	61,914.06	70,085.94
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508917866	109.97	0.00	62,024.03	69,975.97
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508862489	213.72	0.00	62,237.75	69,762.25
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508868490	195.39	0.00	62,433.14	69,566.86
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508843284	99.64	0.00	62,532.78	69,467.22
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLE	508843286	16.99	0.00	62,549.77	69,450.23
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508843287	168.95	0.00	62,718.72	69,281.28
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLES	508978967	132.58	0.00	62,851.30	69,148.70
06/25/2026	AP	INV	MIDWEST TAPE/MISC TITLE	508978969	26.99	0.00	62,878.29	69,121.71
06/30/2026			END BALANCE				62,878.29	69,121.71

To: Whitefish Bay Public Library Board of Trustees
From: Nyama Y. Reed, Library Director
Date: July 28, 2026 Meeting
Re: Department Reports (June & July)



Adult Services (Lenski)

Programs

In June we hosted Antique Appraiser Mark Moran. This was the 11th time we hosted Mark for this program over the last 20 years. Over 3 hours, Mark appraises items for 40 people. This program always fills up with a waiting list. Mark did let me know this will be his last program at WFB as he is retiring before the end of this year. This has been a widely successful program and I'm trying to see if I can find someone else to do this program. Also, the Mystery Book Club has returned, and is currently being run by its previous members. So far, we've had 2 meetings with a decent turnout.

Staffing

We are in the process of hiring a full-time librarian for Adult Services. We have been down a librarian in AS since February. We received over 50 qualified applicants. I was able to narrow it down to 10 very strong candidates, and I asked the candidates more specifics about their experience around collection development, budgeting, and programming through email. From those 10, I am planning on interviewing 5-6 candidates in-person the week of July 27. My goal is to have someone trained and ready to go right at the beginning of the school year.

Shelving

We just received in our new CD shelving units paid for by Friends of the Whitefish Bay Public Library. We've had our previous shelves since the building was built, and they were becoming worn and less stable. The new shelves take up less room and are now located near the adult services desk. We are looking at moving some other shelving around in the AS department to make some space for more seating as many tables fill up, especially during the school year.

Youth Services (Morris)

Programming/Outreach

- On June 4, the first graders from St. Monica School visited the library for a tour and received info on the summer reading program.
- Summer reading signup started on June 8. So far, we have 1265 kids and teens signed up!
- On June 11, Valerie visited the WFB Middle School to talk with 200 sixth graders about summer reading and programs.
- The summer storytime session began on June 22. We had planned to have storytime outside at School House Park but have changed to inside due to heat and wildfire smoke. The session ends on July 30th.
- Summer programming began on June 17. Programs have been well attended. We had a paleontologist, Mr. Nick, from the Kenosha Dinosaur Discovery Museum present about dinosaurs and fossils with a hands-on dig site. 71 people attended. Another highlight was the Magic Morgan & Lilliana program. Morgan and Lilliana are both deaf and communicated using American Sign Language with a virtual translator. 78 people attended and were able to learn some sign language!

Staff

- Lainie attended the Play Conference in Madison on July 8-10. Below is Lainie's report.

On July 9 and 10, I attended the annual Play Make Learn Conference in Madison. Across those two days, I got to attend some entertaining and informative breakout sessions, network with educators and other librarians, and listen to some great keynote speakers. The theme for this year's conference was "scrappiness," so much of the focus was on reusing and repurposing existing materials, pivoting and being flexible when encountering constraints, and seeking resources from the communities we serve and engage with. Thursday's keynote speaker---a co-CEO from the Madison Children's Museum---was particularly illuminating in terms of the museum's commitment to sustainability without compromising creativity.

Some of the facilitated sessions which I am most excited to apply to Youth Services programming included a guide to tabletop role-playing games, which I hope to translate into a recurring tween/teen program; a hands-on forum about fostering inclusion in makerspaces that we can take lessons from even without a traditional makerspace of our own; and an opportunity to create collaborative process art. At the “arcade,” I got a tutorial on creating zines, and I think that a zine workshop would be very fun for our tween and teen patrons. I certainly came away from this conference with a lot of ideas in my pocket, and I look forward to materializing them using scrappy strategies.

Other news

- For the summer, the youth services department has implemented an unplugged Wednesday. This means that the youth computers are turned off on Wednesday during open hours in the hopes that kids would spend time outside. We have received positive feedback from parents. In addition, we have enforced 1 hour per day computer usage per child (used to be 3 hours). This has alleviated waiting lists and less computer management for staff.
- Youth Services had book displays showcasing books for Pride Month, Juneteenth, America 250, and Disability Pride.

WHITEFISH BAY PUBLIC LIBRARY

STATISTICS

TOTAL CIRCULATION STATISTICS : PHYSICAL + DIGITAL CIRCULATION													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2024	26,295	25,298	26,922	26,554	25,046	27,869	30,077	29,217	25,127	25,288	24,296	23,897	315,886
2025	27,282	24,936	28,699	26,231	26,022	28,503	30,781	28,271	24,925	25,980	24,865	27,329	323,824
2026	33,407	27,582	29,857	26,949	26,147	30,403							
24-25	4%	-1%	7%	-1%	4%	2%	2%	-3%	-1%	3%	2%	14%	3%
25-26	22%	11%	4%	3%	0%	7%							8%
	NSL bump												
PHYSICAL CIRCULATION			Easter: Apr 23, Mar 24, Apr 25										
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2024	21,828	21,092	22,149	22,514	20,824	23,851	25,866	25,168	20,877	21,148	20,119	19,705	265,141
2025	22,715	20,822	23,789	21,711	21,313	23,978	26,022	23,589	20,376	21,302	20,390	22,736	268,743
2026	28,187	23,062	24,455	22,301	21,340	25,453							
24-25	4%	-1%	7%	-4%	2%	1%	1%	-6%	-2%	1%	1%	15%	1%
25-26	24%	11%	3%	3%	0%	6%							8%
DIGITAL CIRCULATION			12%										
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2024	4,467	4,206	4,773	4,040	4,222	4,018	4,211	4,049	4,250	4,140	4,177	4,192	50,745
2025	4,567	4,114	4,910	4,520	4,709	4,525	4,759	4,682	4,549	4,678	4,475	4,593	55,081
2026	5,220	4,520	5,402	4,648	4,807	4,950							
24-25	2%	-2%	3%	12%	12%	13%	13%	16%	7%	13%	7%	10%	9%
25-26	14%	10%	10%	3%	2%	9%							8%
OVERDRIVE		March 2026 MCFLS corrected totals; magazines were counted in OD total											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2024	2,876	2,644	3,053	2,848	2,698	2,659	2,892	2,661	2,717	2,725	2,635	2,569	32,977
2025	3,059	2,600	3,261	2,950	3,109	2,978	3,195	3,006	2,964	2,949	2,953	2,985	36,009
2026	3,581	2,990	3,668	3,088	3,324	3,300							
24-25	6%	-2%	7%	4%	15%	12%	10%	13%	9%	8%	12%	16%	9%
25-26	17%	15%	12%	5%	7%	11%							
OVERDRIVE MAGAZINES													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2024	862	878	912	486	790	632	535	556	725	661	674	663	8,374
2025	782	787	874	850	828	862	793	873	844	959	786	826	10,064
2026	919	847	883	781	745	831							
24-25	-9%	-10%	-4%	75%	5%	36%	48%	57%	16%	45%	17%	25%	20%
25-26	18%	8%	1%	-8%	-10%	-4%							1%
HOOPLA (Print Books, Audio Books, Music, Movies)			Jan 2025 reduced to 2/mo vs 4/mo										
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2024	476	451	498	526	475	464	483	512	528	512	507	637	6,069
2025	437	390	407	372	378	364	377	387	342	371	375	377	4,577
2026	382	361	400	356	363	389							
24-25	-8%	-14%	-18%	-29%	-20%	-22%	-22%	-24%	-35%	-28%	-26%	-41%	-25%
25-26	-13%	-7%	-2%	-4%	-4%	7%							-4%
KANOPY (PLAYS)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total

WHITEFISH BAY PUBLIC LIBRARY

STATISTICS

2024	253	233	310	180	259	263	301	320	280	242	361	323	3,325
2025	289	337	368	348	394	321	394	416	399	399	361	405	4,431
2026	338	322	451	423	375	430							
24-25	14%	45%	19%	93%	52%	22%	31%	30%	43%	65%	0%	25%	33%
25-26	17%	-4%	23%	22%	-5%	34%							14%
WIRELESS (Clients per Month)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2024	5,270	4,727	4,650	5,160	5,146	4,830	4,867	4,929	4,800	5,828	5,220	4,712	60,139
2025	5,983	4,508	5,177	5,520	5,456	5,040	4,960	4,960	5,400	6,324	5,160	4,867	63,355
2026	6,045	5,580	5,370	6,000	6,541	6,270							
24-25	14%	-5%	11%	7%	6%	4%	2%	1%	13%	9%	-1%	3%	5%
25-26	1%	24%	4%	9%	20%	24%							14%
PC USER SESSIONS - # OF ADULT SESSIONS													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2024	724	956	933	1,053	1,017	1,001	1,146	1,012	1,101	1,137	1,018	1,000	12,098
2025	1,380	875	1,019	926	948	931	929	841	983	1,086	910	749	11,577
2026	957	931	889	675	883								
24-25	91%	-8%	9%	-12%	-7%	-7%	-19%	-17%	-11%	-4%	-11%	-25%	-4%
25-26	-31%	6%	-13%	-27%	-7%								-14%
PC USER SESSIONS - # OF KIDS SESSIONS													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2024	727	689	809	684	709	1,023	1,007	1,271	737	770	762	750	9,938
2025	552	544	721	679	773	1,045	1,394	1,347	828	936	838	749	10,406
2026	780	658	782	742	733								
24-25	-24%	-21%	-11%	-1%	9%	2%	38%	6%	12%	22%	10%	0%	5%
25-26	41%	21%	8%	9%	-5%								15%
DOOR COUNT PER MONTH													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2024	12,294	12,280	12,468	13,935	12,967	14,236	15,861	15,742	12,418	13,375	14,516	11,256	161,348
2025	14,223	12,082	13,717	15,124	14,051	15,123	16,601	14,939	13,211	13,979	13,816	12,472	169,338
2026	15,952	13,072	14,473	14,820	14,215	16,108							
24-25	16%	-2%	10%	9%	8%	6%	5%	-5%	6%	5%	-5%	11%	5%
25-26	12%	8%	6%	-2%	1%	7%							5%
Patron Interactions at Adult & Youth Service Desks													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Total
2024	835	755	802	835	794	975	912	904	702	701	684	588	9,487
2025	944	773	909	860	838	958	876	826	754	747	709	685	9,879
2026	989	811	844	757	818	1,010							
24-25	13%	2%	13%	3%	6%	-2%	-4%	-9%	7%	7%	4%	16%	4%
25-26	5%	5%	-7%	-12%	-2%	5%							-1%

To: Whitefish Bay Public Library Board of Trustees
From: Nyama Y. Reed, Library Director
Date: July 28, 2026 Meeting
Re: Library Board Officer Elections and Appointments



Our Mission

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

Officers

Per Article III of the Board Bylaws, the Board elects a President and Vice President from among the appointed trustees at its annual meeting, held each July, for a one year term. The Library Director, or their designee, serves as recording secretary. No trustee may hold more than one office at a time. The President presides at Board meetings, appoints all committees, and serves as an ex officio voting member of each. The Vice President assumes the President's duties in the event of absence, disability, or vacancy.

2026 Officers Slate

- President: Trustee Jelenchick has offered to serve. Additional nominations will be accepted at the meeting.
- Vice President: Trustee DeGuire has offered to serve. Additional nominations will be accepted at the meeting.

Standing and Ad Hoc Appointments

Personnel Committee: composed automatically of the President and Vice President. No separate nomination is needed. The committee conducts the Library Director's annual evaluation and meets with the Director as needed on personnel matters.

Library Foundation Representatives: the Foundation's bylaws call for two Library Board members to serve as voting members of the Foundation Board. Both seats are currently vacant. Nominations will be accepted at the meeting.

Ad Hoc Committee for Space Needs Pre-Design Study Proposal Review: a new ad hoc committee to review architecture firm proposals and recommend a firm to the Board. Three Board members are recommended. The full committee charge, timing, and composition are included as Attachment A. Nominations will be accepted at the meeting.

Nominations

1. President: Does Trustee Jelenchick accept the nomination? Does anyone wish to nominate or self nominate another candidate, and if so, does that candidate accept?
2. Vice President: Does Trustee DeGuire accept the nomination? Does anyone wish to nominate or self nominate another candidate, and if so, does that candidate accept?
3. Foundation Board Representatives (2 seats): Does anyone wish to nominate or self nominate a candidate, and if so, does that candidate accept?
4. Ad Hoc Committee Members (3 seats): Does anyone wish to nominate or self nominate a candidate, and if so, does that candidate accept?

A majority vote of those in attendance determines each officer and appointment.

Recommended Motion

If all positions are uncontested:

Motion to approve the slate of candidates as listed: President (insert name), Vice President (insert name), Foundation Representatives (insert names), and Ad Hoc Committee Members (insert names).

If any position is contested:

Motion to vote for President. If more than one candidate, conduct a roll call vote.

Motion to vote for Vice President. If more than one candidate, conduct a roll call vote.

Motion to vote for Library Board representatives to the Foundation Board. If more than two candidates, conduct a roll call vote.

Motion to vote for Ad Hoc Committee members. If more than three candidates, conduct a roll call vote.

Attachment A

Ad Hoc Committee for Space Needs Pre-Design Study Proposal Review

Charge

To support a fair and thorough evaluation of proposals received for the space needs pre-design study, the Library recommends forming an ad hoc committee to review submissions and recommend an architecture firm for the Board's consideration.

Timing

September 12 through October 19, 2026

Process

The committee will select a chair, then review proposals individually using an evaluation rubric. Once individual reviews are complete, the committee will meet to compare scores and select a recommended firm. We anticipate one to three group meetings, each lasting one to two hours.

Size and Composition

Three Library Board members, Library Director, Head of Adult Services, Head of Youth Services, Head of Circulation Services

To: Whitefish Bay Public Library Board of Trustees
From: Nyama Y. Reed, Library Director
Date: July 28, 2026 Meeting
Re: 2027 WFBPL Operating Budget



WFB Library Mission Statement

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

Overview

The initial draft of the 2027 WFBPL operating budget was presented at the June 2 meeting. This is the final budget for approval for presentation to the Village Board.

Recommended Motion

Motion to approve the 2027 WFBPL Operating Budget as presented (amended).

WFBPL 2027 Budget - Draft	Account	2026	2027	%
Property Taxes	Code	Budget	As Of 07/28/26	Change
General Property Taxes	41100	941,915.00	941,915.00	0%
Total Property Taxes		941,915.00	941,915.00	0%
Projected property tax allocation to be flat. The library board approval of the budget does not include the property tax allocation or Salaries and Benefits. Those numbers will be filled in later by the Village				
Intergovernmental Revenue				
Other Grants	43792	-	-	
MCFLS Reciprocal Borrowing	43793	102,696.00	112,146.00	9%
Total Intergovernmental Revenue		102,696.00	112,146.00	9%
Reciprocal Borrowing (now Member Reserve Fund) increased because: the total available revenue increased from \$1,498,634 to \$1,516,442; WFBPL's percentage of the total net lending increased from 6.9% to 7.4%. Note: WFB accounts for 1.5% of Milwaukee County population but our net lending is 7.4% of the total.				
Fines, Fees, and Penalties				
Library Fines	45209	24,000.00	23,000.00	-4%
Total Fines, Fees, and Penalties		24,000.00	23,000.00	-4%
Library fines are trending down so a minor adjustment is in order.				
Public Charges for Services				
Library Room Rental	46712	4,500.00	4,000.00	-11%
Library Copier Revenue	46713	6,200.00	7,500.00	21%
Total Public Charges for Services		10,700.00	11,500.00	7%
Room rental is trending down as our one regular renter is holding fewer meetings. More singular rentals are occurring, but a one time rental does not make up the difference. Increased copier revenue offsets other declines.				
Miscellaneous Revenue				
Library Donations/Contributions	48501	2,000.00	3,000.00	50%
Womans Club			3,500.00	
Applied Library Fund Balance	49600	36,000.00		
Fund 22 Transfer for Collections		10,000.00	15,000.00	50%
Total Miscellaneous Revenue		48,000.00	21,500.00	-55%
Library donations are variable but have averaged \$3,000 per year since 2021. Usage of Fund 22 for collections is increased to achieve a balanced budget. Of note, due to being under budget the last two years, Fund 22 has not been utilized since 2023. With higher interest returns on investments it is growing. If investment returns remain strong and we utilize \$15,000 per year, Fund 22 will last through 2041.				
Total Library Fund Revenue		1,127,311.00	1,110,061.00	-2%
		2026	2027	
Library Salaries & Benefits		Budget	As Of 07/28/26	
Library Salaries & Wages	93000-100	634,071.00	637,000.00	0%
FICA	93000-150	48,506.00	48,000.00	-1%
Health/Dental Insurance Premium	93000-160	66,868.00	99,000.00	48%
Retirement Contribution	93000-170	33,309.00	30,000.00	-10%
Group Life Insurance Premium	93000-180	1,716.00	2,000.00	17%
Disability Insurance Premium	93000-181	1,716.00	2,000.00	17%
Total Library Salaries & Benefits		786,186.00	818,000.00	4%
Due to savings from turnover in 2026, we are able to offer the standard wage increase with only minimal increase in the wage budget line. Health insurance will go up 4.18% for a single plan and 4.10% for a family plan. The health insurance premium budget line increases significantly due to projections for the new librarian taking a family plan. If they select a single plan or opt-out then there will be additional budget savings.				

		2026	2027	
Library Administration		Budget	As Of 07/28/26	
Travel/Training/Meetings	93200-190	4,500.00	4,500.00	0%
Membership Dues	93200-191	1,200.00	1,000.00	-17%
Personnel related expenses	93200-194	700.00	700.00	0%
Utilities	93200-250	48,000.00	45,000.00	-6%
Telephone/Internet	93200-251	5,400.00	5,400.00	0%
Office Supplies	93200-300	2,300.00	2,300.00	0%
Advertising/Printing	93200-301	500.00	500.00	0%
Postage	93200-302	25.00	20.00	-20%
Building Maintenance	93200-360	50,000.00	14,000.00	-72%
Sales tax	93200-760	300.00	300.00	0%
Total Library Administration		112,925.00	73,720.00	-35%
Membership Dues has been reduced to align with actual usage from the last few years. Utilities are reduced in anticipation of savings from the new solar panels. Building maintenance returns to its normal level; 2026 included an additional \$36,000 from a designated donation for building updates.				
		2026	2027	
Library Equipment & Maintenance		Budget	As Of 07/28/26	
Technology - Operating	93300-240	38,000.00	38,000.00	0%
Copier Maintenance	93300-311	4,200.00	3,000.00	-29%
Material Processing/Repair	93300-312	6,000.00	4,000.00	-33%
Custodial Services	93300-350	35,000.00	35,000.00	0%
Custodial Supplies	93300-351	3,800.00	3,800.00	0%
Total Library Equipment & Maintenance		87,000.00	83,800.00	-4%
Copier Maintenance and Materials Processing supplies are reduced to align with usage the last three years.				
		2026	2027	
Library Programs & Services		Budget	As Of 07/28/26	
MCFLS Supplies	93300-400	1,600.00	1,600.00	0%
MCFLS Membership	93400-401	7,000.00	8,120.00	16%
Programs - Adult	93400-402	200.00	400.00	100%
Programs - Children	93400-403	200.00	600.00	200%
Programs - Young Adults	93400-415	200.00	250.00	25%
Total Library Programs & Services		9,200.00	10,970.00	19%
MCFLS Membership costs are set by the system office. It is primarily impacted by the number of titles we add. Friends of the WFBPL allocated \$14,900 for programming in 2026, accounting for 96% of programming expenses. We retain a small amount in the operating budget for the Winter Reading Program and other small items.				
Library Collection				
Library Collection Materials	93500-410	132,000.00	123,571.00	-6%
Total Collection		132,000.00	123,571.00	-6%
Total Operating Expenditures		1,127,311.00	1,110,061.00	-2%
WFBPL is well above state standards for collection expenditures, which results in increases to Member Reserve Fund (MRF) revenue. Due to staffing capacity and book market changes it has been difficult to fully expend the budget amount the last few years. Expenditures from 2021-2025 ranged from ~\$98,000-\$108,000, while still having the impact of increasing MRF. Decreasing the budgeted amount to a more achievable level helps balance the 2027 budget while still supporting an excellent collection.				

		2026	2027	
		Budget	As Of 07/28/26	
Total Revenues		1,127,311.00	1,110,061.00	-2%
Total Expenses		1,127,311.00	1,110,061.00	-2%
Under/Over		-	-	
Library Capital				
Capital Projects	98000-430	36,000.00		-100%
2026 Projects				
Total Library Capital		36,000.00		-100%
Restricted Total		41,935.64	5,935.64	-86%
Unrestricted Total		62,164.72	62,164.72	0%
		104,100.36	68,100.36	-35%
2027 remaining restricted fund balance is designated for local history digitization projects. Unrestricted fund balance is from prior years unused operating budget funds when we came in under budget. Those funds may be used for library board approved purposes such as attorney or consultant fees, special projects, etc. Example: used for RFID conversion project several years ago.				

To: Whitefish Bay Public Library Board of Trustees
From: Nyama Y. Reed, Library Director
Date: July 28, 2026 Meeting
Re: Photography & Recording Policy Draft



Our Mission

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

Background

The Whitefish Bay Public Library does not have a photography policy. The widespread use of personal cameras and the increasing presence of media in public spaces make it important for the Whitefish Bay Public Library to establish clear expectations for photography and recording on Library property.

Policies from eleven (10) libraries were analyzed to craft the draft policy for WFBPL.

- | | |
|---|---------------------------------------|
| 1. Cedarburg Public Library | 6. Oak Park Public Library (Illinois) |
| 2. George Culver Community Library (Sauk City/Sauk Prairie) | 7. Pewaukee Public Library |
| 3. Manitowoc Public Library | 8. Waukegan Public Library (Illinois) |
| 4. Milwaukee Public Library | 9. Waukesha Public Library |
| 5. Muskego Public Library | 10. Wauwatosa Public Library |

Reasons for Establishing a Photography Policy

Define the Library as a Limited Public Forum

Libraries are public buildings, but they are not open public forums. Federal law recognizes them as "limited public forums," which means the Library has the legal authority to place reasonable restrictions on behavior, including photography and recording. A written policy is the mechanism for exercising that authority consistently and defensibly.

Protect Patron Privacy

Library patrons have a reasonable expectation of privacy in what they read, browse, and borrow. A photography policy reinforces that protection by preventing others from capturing images of what patrons are reading, viewing at computers, or checking out.

Protect Staff

Staff members have the same privacy and safety interests as patrons. Virtually every policy reviewed explicitly prohibits photography or recording that harasses, intimidates, or threatens staff.

Protect Children

Every policy reviewed addressed the need for parental or guardian consent before minors are photographed or recorded.

Maintain an Environment Conducive to Library Use

Photography and recording equipment, particularly professional or commercial gear, can be disruptive. A policy gives staff the authority to manage equipment use, restrict certain locations, and require advance approval so that library services are not interrupted.

Manage Commercial and Media Use

Without a policy, the Library has no clear basis for distinguishing between a patron taking a personal snapshot and a commercial photographer using the building as a backdrop. A policy establishes that commercial and media use requires advance approval, and allows the Library to set conditions and, if appropriate, charge a fee.

Clarify Liability

Every policy reviewed places responsibility for releases, permissions, and copyright compliance squarely on the individual doing the photography, explicitly relieving the Library of that burden. Without a written policy, that boundary is unclear.

Support Consistent Enforcement

A written policy gives all staff a shared framework for responding to photography situations, reducing the risk of inconsistent or arbitrary decisions that could expose the Library to complaints or legal challenges.

Recommended Motion

Motion to approve the Photography Policy as presented (amended).

Purpose

The Whitefish Bay Public Library is dedicated to connecting all people, inspiring a love of learning, and providing access to ideas, information, and resources. A public library is a limited public forumⁱ under federal law. As such, the Library may reasonably restrict activities that interfere with its intended use or that violate the privacy and safety of patrons or staff. This policy governs the use of photographic, digital imaging, and recording equipment within the Library.

General Guidelines

Photography and recording are permitted in public areas of the Library when it meets the following guidelines.

Photography or recording may not:

- Disrupt Library services or programs
- Harass, intimidate, or threaten patrons or staff
- Block aisles, walkways, stairwells, doors, or exits
- Capture identifiable images of library materials being used by patrons, computer screens, or circulation transactions
- Occur in non-public areas, including restrooms or staff-only spaces, without written permission from the Library Director or designee

Minors

To protect the privacy and safety of children and families, photography or recording that includes identifiable images of minors requires the express permission of the child's parent or legal guardian. Photographing or recording minors without such permission is not permitted.

Library staff may require photography or recording involving minors to cease if permission cannot be confirmed. These requirements apply to both still photography and video recording.

Interior Photography and Recording by the Library, Friends, and Foundation

The Library, Friends, and Foundation may photograph or record Library programs, events, or activities for promotional and informational purposes. These images or recordings may be used on the Library's website, in publications, or on social media.

Individuals who do not wish to be photographed or recorded may notify Library staff. Images of children will not be identified using full names or personal identifying information without written permission from a parent or legal guardian.

Interior Photography and Recording by the General Public

Casual, amateur photography and recording for personal, noncommercial use is permitted in publicly accessible areas of the Library.

The use of tripods, lighting, microphones, or other specialized or professional equipment requires advance approval from the Library Director or designee. Requests should be submitted at least 1 week in advance. Conditions may be imposed, including limitations on equipment, locations, and timing.

Individuals photographing or recording on Library premises are responsible for obtaining all required permissions or releases. They must honor requests from patrons or staff not to be included in photographs or recordings.

Interior Photography and Recording by Commercial Entities

Commercial photography or recording, including portrait, product, or promotional photography, is not permitted inside the Library without prior written approval from the Library Director or designee. Requests must be submitted in writing at least 1 week prior to the planned activity. Conditions may be imposed, including limitations on equipment, locations, and timing. The library may charge a fee to offset costs incurred in providing access to its facilities for commercial photography or recording.

News Media Photography and Recording

The Library shall grant access to news media photographers or videographers recording a story that directly involves libraries, provided that all Library policies are observed. Advance notice is requested when possible. The Library does not permit news media to use its interior for stories or projects unrelated to libraries, or to solicit patrons for interviews or opinion polls on Library premises.

Exterior Photography and Recording

Photography and recording outside the Library building are permitted provided the activity does not impede access to or from the Library and does not interfere with Library operations.

Library Board Meetings

Recording of Library Board meetings is permitted in accordance with Wisconsin Open Meetings Law, provided the activity does not disrupt the meeting or create a safety hazard. Wisconsin Statutes Chapter 19.90 requires the Library to make a reasonable effort to accommodate any person who wishes to record, film, or photograph an open session meeting. The Library is not required to permit recording of authorized closed sessions

Liability

Individuals who photograph or record on Library premises are responsible for complying with all applicable laws, including those related to privacy, consent, and copyright. The Library assumes no liability for the actions of individuals engaged in photography or recording.

Enforcement

Library staff are authorized to enforce this policy. Staff may require any individual to stop photography or recording that violates this policy or interferes with Library services. Failure to comply may result in suspension of Library privileges.

ⁱ <https://lawschoolboost.com/conlaw/free-speech/limited-public-forums>

To: Whitefish Bay Public Library Board of Trustees
From: Nyama Y. Reed, Library Director
Date: July 28, 2026 Meeting
Re: Request for Proposal for Space Needs Pre-Design Study



Our Mission

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

I am bringing the attached Request for Proposal to the Board for review and approval to begin our search for a firm to conduct a space needs pre-design study.

Our building at 5420 N. Marlborough Drive has not seen a renovation or addition since 2002. Twenty-four years later, the Board's facility priority list identifies real gaps, including a shortage of study rooms, limited privacy for staff workspaces, and no publicly accessible restroom on the second floor. A pre-design study will give us conceptual plans, cost estimates, and a code and accessibility analysis we can use to plan future renovation phases as funding becomes available.

Proposed process and timeline

Pending Board approval, the process would run as follows:

- RFP release: August 3, 2026, with a site tour on August 10 for interested firms
- Proposals due: August 26, 2026
- Notification of award: September 18, 2026
- Draft report due: February 16, 2027, followed by a final report on March 16, 2027
- Firm presents findings to the Board: March 23, 2027

A selection committee will review proposals against weighted criteria covering firm experience, approach, stakeholder engagement, cost and timeline, and understanding of our needs. Based on comparable library predesign engagements, I have set an estimated fee range of \$20,000 to \$50,000 for planning purposes. This is not a firm cap, and firms may propose outside that range if their scope warrants it.

Before release, I recommend routing confidentiality and open records language, along with the insurance and indemnification requirements, to the Village Manager for review.

Next Steps

Select which Exhibit A to include in the RFP. Based on discussion with the Village Manager, she indicated Option 1 would be more expensive for the pre-design study and would require the architectural firm to develop full building plans.

Recommended Motion

Motion to approve release of the Request for Proposal for Space Needs Pre-Design Study as presented (amended) with Exhibit A Option (1 or 2).

Request for Proposal
Space Needs Pre-Design Study
Whitefish Bay Public Library

Date: August 3, 2026

Project Overview

The Whitefish Bay Public Library Board is seeking proposals from qualified architecture firms to conduct a space needs pre-design study for our organization.

The Whitefish Bay Public Library was established in 1937. The last renovation and addition project at the current building at 5420 N. Marlborough Drive in Whitefish Bay, WI, was completed in 2002. For the past 24 years, the building has served the community very well. Now is the time to develop a plan to renovate the building and address programming needs to carry forward this beloved institution for the next generation. The Library Board has developed a list of space and programming needs and building improvements (Exhibit A). The purpose of this space needs pre-design study is to evaluate these space and improvement needs and requests, identify any deficiencies or additional areas for improvement, and provide guidance for future renovations or upgrades to meet the organization's operational needs.

Our Mission

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

Our Guiding Principles

We will:

- Provide a welcoming place for all who enter
- Interconnect and engage our community
- Be flexible, creative and forward looking
- Support an informed public
- Offer an exceptional workplace
- Follow a thoughtful and measurable approach

Estimated Professional Service Fee

Based on comparable space needs and pre-design study engagements for public libraries of similar scope, the Library anticipates a professional service fee in the range of \$15,000 to \$24,000 for this study. This range is provided for planning purposes only and reflects a single existing building study with floor plans available, rather than a new construction project. Firms are encouraged to propose a fee that reflects their recommended scope of services, and proposals will not be excluded automatically for falling outside this range.

Scope of Work

The selected architecture firm will be responsible for the following tasks:

1. Meet with Library Board, Library Leadership Team, and staff stakeholders to evaluate their provided space program needs and requirements to develop conceptual design plans and preliminary cost estimates, and estimated durations of construction for each item. Reference Exhibit A.

2. Perform a building code analysis for the existing building to identify any deficiencies that may exist and ensure that any renovations contemplated during this exercise will be compliant with current WI adopted building codes, Village of Whitefish Bay code regulations, and applicable federal accessibility requirements under the Americans with Disabilities Act.
3. Prepare a comprehensive report outlining the findings of the space needs assessment, including:
 - a. Conceptual design sketches (scaled floor plans) as applicable and cost estimates for the report for recommended renovations or upgrades
 - b. A draft report for review with the Library Board, Library Leadership Team, and staff stakeholders
 - c. Attendance at a Library Board meeting to present the final report
4. Identify and coordinate any qualified subconsultants, such as structural, mechanical, electrical, or cost estimating specialists, needed to complete the scope of work. Please identify proposed subconsultants and their roles in your proposal.

The intent is for the findings of this report to feed into defined renovation projects that will be implemented in phases at future dates when funding becomes available.

Existing building plans (drawings) will be made available to the successful firm as part of this process.

Schedule

- RFP Release by Whitefish Bay Public Library: July 31, 2026 (Fri)
- Site Tour RSVP due by: August 7, 2026 (Fri)
- Site Tour at Whitefish Bay Public Library: August 11, 2026 (Tue)
- Questions on RFP due by: August 21, 2026 (Fri)
- Responses and any addenda issued by: August 25, 2026 (Tue)
- Email (PDF) Proposals due by: September 11, 2026 (Fri)
- Notification of Award by: October 30, 2026 (Fri)
- Draft Report due by: March 2, 2027 (Tue)
- Final Report due by: April 9, 2027 (Fri)
- Presentation to Library Board: April 27, 2027 (Tue)
- Presentation to Village Board: TBD May 2027 (Mon)

Insurance and Indemnification

The selected firm shall maintain, at minimum, the following insurance coverage for the duration of the engagement and shall provide certificates of insurance upon request:

- Commercial General Liability: \$1,000,000 per occurrence, \$2,000,000 aggregate
- Professional Liability (Errors and Omissions): \$1,000,000 per claim
- Workers' Compensation: as required by Wisconsin law
- Automobile Liability: \$1,000,000 combined single limit

The selected firm agrees to indemnify and hold harmless the Whitefish Bay Public Library, the Village of Whitefish Bay, and their officers, employees, and agents from claims arising out of the firm's performance under this agreement, to the extent caused by the firm's negligent acts, errors, or omissions.

Proposal Requirements

Interested architecture firms are requested to submit a proposal limited to 15 pages, including a cover letter, that includes the following information:

1. **Firm Profile:** Provide an overview of your firm, including relevant experience conducting facility needs and space program needs assessments for public libraries and similar community focused organizations. Include at least three project examples for similar scopes of work, and at least three references from prior clients, including contact name, organization, and phone number or email.
2. **Project Team:** Identify the key personnel who will be involved in the project and their qualifications. Include resumes and confirm availability and capacity for each individual who will be involved with the project. Confirm that the project architect is licensed to practice architecture in the State of Wisconsin.
3. **Approach:** Describe your approach to conducting the Library facility needs and space program needs assessment, including the methods and tools you will use. Include the number of anticipated meetings for the process in addition to the kickoff meeting.
4. **Stakeholder Engagement:** Describe how you will engage with Library staff stakeholders to determine their space program needs and requirements identified in Exhibit A.
5. **Deliverables:** Provide a detailed description of the deliverables, which will include a PDF report for the Library with findings and recommendations.
6. **Timeline:** Provide a detailed timeline for completing the assessment and delivering the draft and final reports.
7. **Cost:** Provide a cost estimate for completing the space needs pre-design study, including any reimbursable expenses.

Submission Instructions

Proposals must be submitted electronically to Nyama.Reed@mcfls.org no later than 6:00pm August 26, 2026. Late submissions will not be considered. Please include "Whitefish Bay Public Library Pre-Design Study" in the subject line of your email. If any addenda are issued in response to questions, firms are responsible for acknowledging receipt of each addendum in their proposal.

Selection Criteria

Proposals will be evaluated based on the following weighted criteria:

- Experience and qualifications of the firm and project team: 25 percent
- Approach to conducting the space needs assessment: 25 percent
- Stakeholder engagement strategy: 15 percent
- Cost and timeline for completing the assessment: 20 percent
- Demonstrated understanding of the organization's needs and objectives: 15 percent

Evaluation Process

Proposals will be reviewed by a selection committee appointed by the Whitefish Bay Public Library Board. Shortlisted firms may be invited to participate in an interview or presentation to further discuss their proposal.

Questions and Clarifications

Any questions or requests for clarification regarding this RFP should be submitted in writing to Nyama.Reed@mcfls.org no later than August 17, 2026. Responses to all questions, along with any resulting addenda, will be provided in writing to all interested parties by August 21, 2026 and will become part of this RFP.

Acceptance of Terms

By submitting a proposal, firms agree to accept the terms and conditions outlined in this RFP.

Reservation of WFBPL Rights

1. This Request for Proposal does not constitute a binding agreement. The award of this contract is contingent on availability of funding and the project may be discontinued due to lack of available funding.
2. The Whitefish Bay Public Library Board (Board) reserves the right, at any point of the process, to reject any or all proposals, modify or postpone the proposed project, evaluate any alternatives, or accept a proposal that, in the Library Board's sole judgment, is in its best interest. The Board reserves the right to negotiate the Agreement or Contract with the next qualifying proposer if the terms and conditions are not agreed to within 30 days after the contract negotiation. The Board reserves the right to negotiate all elements of the work in this Request for Proposal.
3. The Board reserves the right to terminate the Agreement or Contract if the vendor fails to begin work described herein within 30 days after the Board has issued the written notice to proceed.
4. The Board reserves the right to reject proposals that create a conflict of interest.

Other Requirements

1. All proposals will remain valid for a period of at least 1 year following the submission deadline, and all materials submitted shall remain the Village's property. A proposal may be deemed incomplete and unresponsive if it is not submitted in accordance with these guidelines. All proposal responses are subject to the Village of Whitefish Bay's open record laws and policies.
2. All reports, drawings, cost estimates, and other work products developed under this engagement shall become the property of the Whitefish Bay Public Library upon final payment.

Award Process and Contract Negotiations

1. The Village shall notify the winning proposer in writing and will then begin contract negotiations.
2. The winning proposer agrees to negotiate with the Village of Whitefish Bay within 30 business days and to enter into a binding contract. The Village may terminate negotiations with the contractor initially selected and commence negotiation with the next highest ranked responder if the initially selected contractor fails to negotiate within the 30 days outlined for negotiations. Failure to negotiate may mean failure to negotiate in good faith, an indication the proposer cannot perform the contract within the budget available for the project, or, if after a good faith effort, the Village and the contractor simply cannot agree to terms and conditions.

Enclosures

Exhibit A: Facility Priorities

See attached floor plans

Exhibit A: Facility Priorities (Option 1 – higher cost)

Top Priority

1. Additional Study Rooms

The library seeks to expand the number of available study rooms to better meet growing community demand for quiet, bookable spaces. We invite proposals for how existing space might be reconfigured toward this goal, including but not limited to:

- Converting the current Adult Services and Youth Services staff offices into study rooms
- Converting the Adult Services computer counter nook into a study room

2. Improved Privacy for Staff Workspaces

Staff workspaces currently lack adequate privacy for focused work and confidential conversations. We are interested in design solutions that address this, including:

- Converting the back processing area into individual staff work cubicles

3. Publicly Accessible Restroom on the Second Floor

The library currently has no public restroom on the second floor. We are seeking a design solution that resolves this gap, including:

- Reconfiguring the existing layout to allow public access to the current second floor staff restroom

Middle Priority

1. Improved Ergonomics for Staff Health

The library would like to improve ergonomic conditions for staff working at service desks throughout the building. Proposed solutions may include:

- Replacing existing service desks with mobile, height adjustable units

Low Priority

1. Staff-only Restroom

The library would like to explore options for adding a staff-only restroom on the first floor. One potential approach under consideration is:

- Converting the first floor staff kitchenette into a staff restroom

2. Refresh of Aging and Dated Aesthetics

The library's finishes have not been substantially updated in many years. We welcome proposals that modernize the look and feel of the space, including:

- Replacing all carpeting, tile, and other flooring on the first and second floors
- Repainting the entire library

Exhibit A: Facility Priorities (Option 2 – lower cost)

Top Priority

1. Additional Study Rooms

The library seeks to expand the number of available study rooms to better meet growing community demand for quiet, bookable spaces. ~~We invite proposals for how existing space might be reconfigured toward this goal, including but not limited to:~~

- ~~Converting the current Adult Services and Youth Services staff offices into study rooms~~
- ~~Converting the Adult Services computer counter nook into a study room~~

2. Improved Privacy for Staff Workspaces

Staff workspaces currently lack adequate privacy for focused work and confidential conversations. ~~We are interested in design solutions that address this, including:~~

- ~~Converting the back processing area into individual staff work cubicles~~

3. Publicly Accessible Restroom on the Second Floor

The library currently has no public restroom on the second floor. ~~We are seeking a design solution that resolves this gap, including:~~

- ~~Reconfiguring the existing layout to allow public access to the current second floor staff restroom~~

Middle Priority

1. Improved Ergonomics for Staff Health

The library would like to improve ergonomic conditions for staff working at service desks throughout the building. ~~Proposed solutions may include:~~

- ~~Replacing existing service desks with mobile, height adjustable units~~

Low Priority

1. Staff-only Restroom

The library would like to explore options for adding a staff-only restroom on the first floor. ~~One potential approach under consideration is:~~

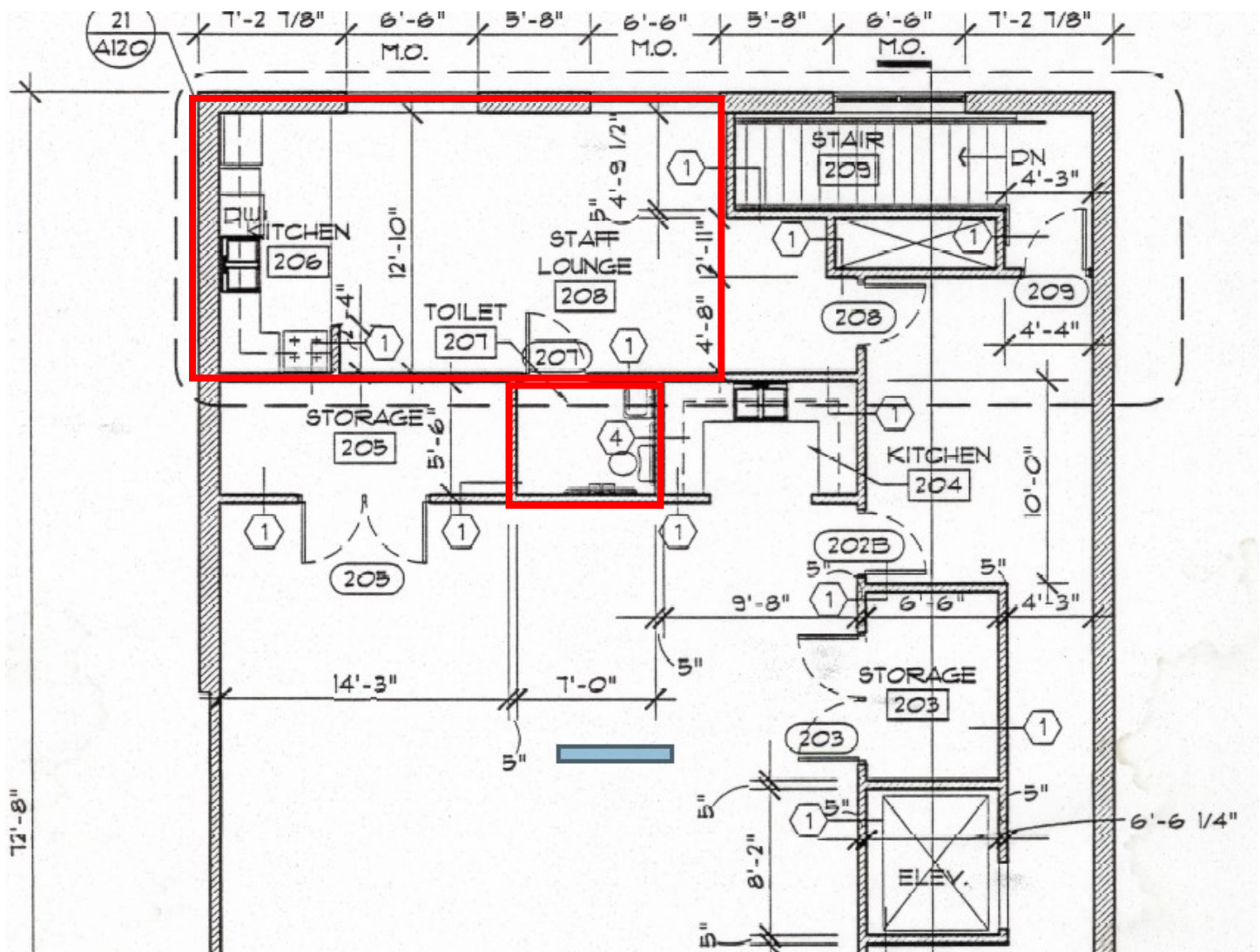
- ~~Converting the first floor staff kitchenette into a staff restroom~~

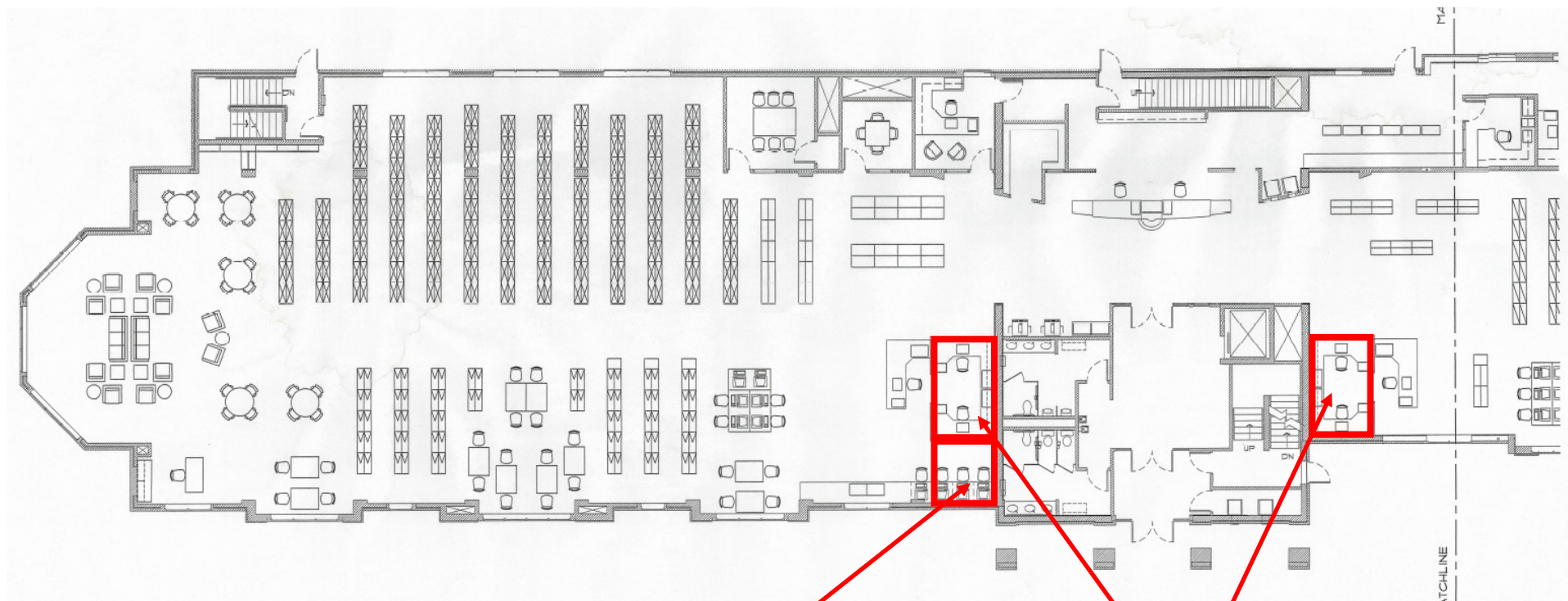
2. Refresh of Aging and Dated Aesthetics

The library's finishes have not been substantially updated in many years. ~~We welcome proposals that modernize the look and feel of the space, including:~~

- ~~Replacing all carpeting, tile, and other flooring on the first and second floors~~
- ~~Repainting the entire library~~

2nd floor staff breakroom and bathroom: Provide public access to bathroom and create smaller breakroom.



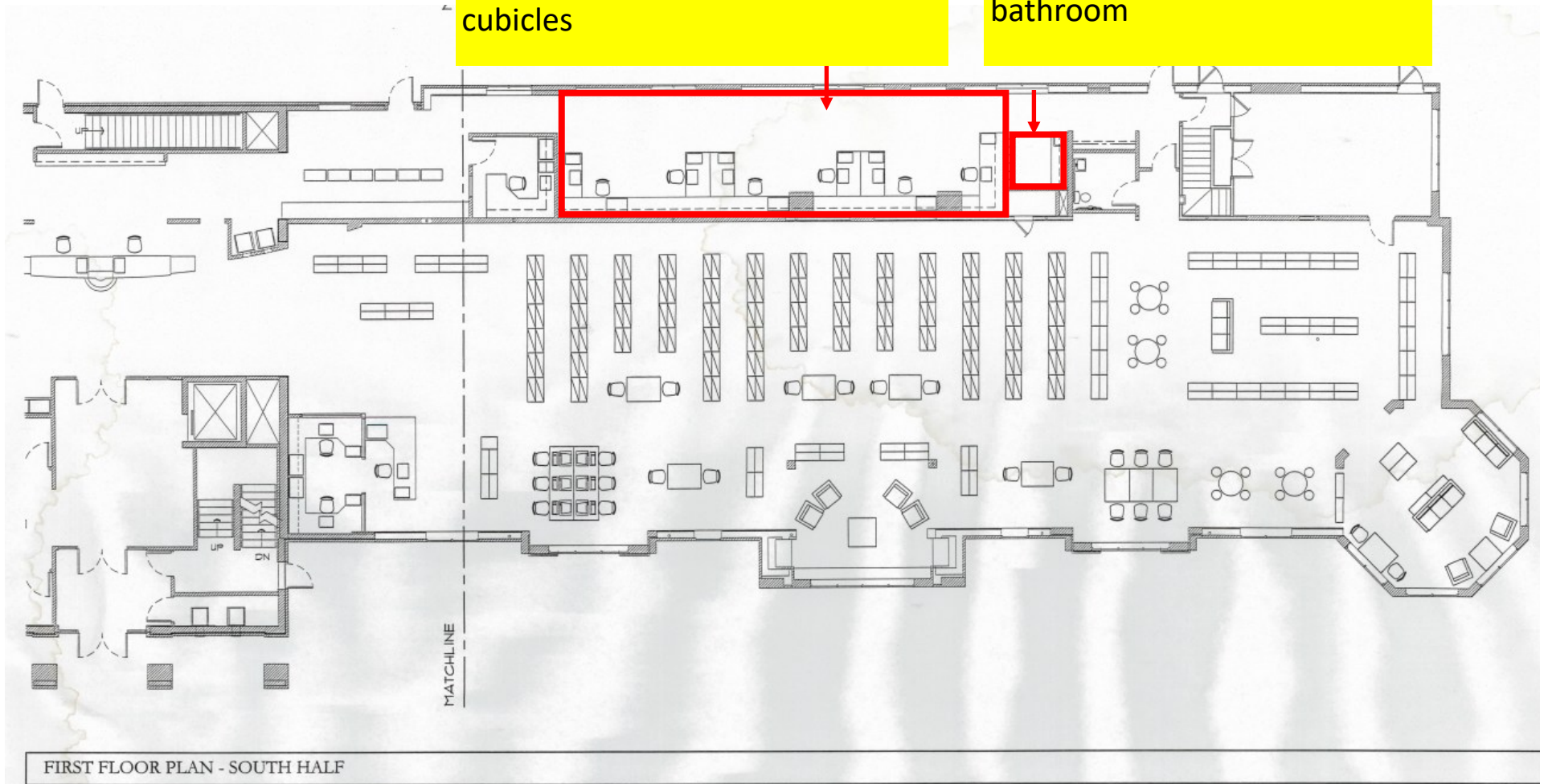


Convert Adult Services computer counter nook to study room

Convert Adult Services and Youth Services offices to study rooms

Processing Area: Convert to 9 cubicles

Kitchenette: Convert to staff bathroom



To: Whitefish Bay Public Library Board of Trustees
 From: Nyama Y. Reed, Library Director
 Date: July 28, 2026 Meeting
 Re: 2026 Workplan Update



Our Mission

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

The 2026 Workplan was approved in January 2026 and guides our progress on projects and policy updates throughout the year. Overall, we are on track and have accomplished a great deal so far. We have made slight adjustments to some policy reviews and department presentations, largely due to the impact of staff turnover.

2026 Mtg Date	Jan 1/27/2026	Feb 2/24/2026	Mar 3/24/2026	Apr 4/21/2026	May 6/2/2026	Jun Skip
Board Recruitment & Elections		Post Board opening(s)	Review and Interview Candidates	Recommend new Board members to Village	Welcome new board member(s) (Village, School?)	
Board Training				Handbook 5-7, 19		
Budget		Fund 13 and Fund 22: review and projections			2027 budget: review initial draft	
Policy and Procedures Reviews		Bylaws - Review; Fund 13 and Fund 22	Bylaws - Approve		Photography (tabled)	
Leadership team		Dept presentation - adult services (SL) + Marketing Plan				
Space						
Strategic plan	Complete strat plan goals		Finalize SP	Present to Village Board 4/6		
Workplan						
Plan reviews & reports		State annual report - review and approve				
Staffing	Hire Head of YS	Hire FT YS Librarian			Update Board and staff on salary analysis	
Director						
Friends		Approve 2026 Allocation to Library			Book Sale	
Foundation	Library and Foundation Board Presidents attend each other's meeting			Foundation Spring campaign		

2026 Mtg Date	Jul 7/28/2026	Aug 8/25/2026	Sep 9/22/2026	Oct 10/27/2026	Nov 11/24/2026	Dec 12/15/2026
Board Recruitment & Elections	Board officer elections; appointments to library board committees and Foundation Board.		Approve exceptions to library hours and board meeting dates for next year			
Board Training		Handbook 17-18				Handbook 20-21
Budget	2027 budget: approve library budget to submit to village administration	Village board begins 2027 budget discussions		Village board receives electronic distribution of village manager recommended 2027 budget	Village board discussion and approval of 2027 budget	
Policy and Procedures Reviews	Photography	Confidentiality			Loan Rules & Fines	Patron Registration
Leadership team				Youth presentation	Circ presentation + Technology Plan	Adult presentation + Marketing Plan
Space	Obtain quotes for door openers	Review quotes and schedule project	Schedule painting			
Strategic plan	Update Board on Progress	Communicate SP to Friends, Foundation, Staff, Community			Update Board on Progress	
Workplan	Update Board on Progress		Update Board on Progress		Update Board on Progress	
Plan reviews & reports		Update Tech Plan	Update collection strategy		Develop program strategy	
Staffing			Update Board on staff development, engagement, and longevity	Staff reviews started	Staff reviews completed	Approve Staff Wages; Director review
Director					Director submit self-reflection to personnel committee	Director meets with personnel committee before Dec board mtg
Friends		Library and Friends Board Presidents attend each other's meeting			Book Sale	
Foundation					Foundation Fall Annual campaign	

To: Whitefish Bay Public Library Board of Trustees
From: Nyama Y. Reed, Library Director
Date: July 28, 2026 Meeting
Re: Director's Reports



- 1) Strategic Plan
 - a) Presentation to Foundation and Friends Boards will occur in August
 - b) 100 copies printed and available in-library. Digital version on website and promoted on social media.
 - c) Step one of Priority A (increase staffing) met.
 - d) Beginning Priority B (pre-design study).
- 2) Building
 - a) The boiler project started the week of July 20th.
 - b) Have reached out to multiple companies to obtain quotes for installing door openers on the public restrooms. No one has responded.
- 3) Village
 - a) Convened a benefits working group with staff members from each department to provide feedback about low, medium, and high cost benefits to consider adding. Scott Lenski and Mary Middleton represent the library.
 - b) State health insurance rates were already received (much earlier than the prior process). Rates for 2027 will go up 4.18% for a single plan and 4.10% for a family plan. This is much better than prior years when we often saw double digit increases.
- 4) Friends & Foundation – The officers of Friends and the Foundation met for an introductory meeting to discuss goals and collaborations. I hear it went well.
- 5) MCFLS – no updates