



Library Board MEETING AGENDA

October 16, 2023 - 6:00 PM
New Berlin Library
15105 W Library Lane

AGENDA

1. **PUBLIC COMMENT SESSION**
2. **CALL TO ORDER**
3. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
4. **COMMITTEE REPORTS**
 - A. Friends of New Berlin Library, Inc.
5. **CONSENT AGENDA**-----
 - A. Approval of Minutes
 - i. Monday, September 18, 2023 Meeting Minutes
 - B. Next meeting date: Monday, November 20, 2023
 - C. Approval of Bills and Invoices
 - D. Library, Activity Reports
6. **END CONSENT AGENDA**-----
7. **ADMINISTRATIVE REPORTS**
 - A. President's Report
 - B. Director and Staff Reports
8. **OLD BUSINESS**
 - A. Code of Conduct Policy
9. **NEW BUSINESS**
10. **ANNOUNCEMENTS**
11. **ADJOURN**

Supplemental Information:

- The meeting agenda and agenda packet are available online at www.NewBerlin.org. The minutes are published online and are approved at the next regularly scheduled meeting.
- It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order.
- You may provide comments to the City Clerk via email at CitizenComments@NewBerlin.org. Comments will be forwarded to the Mayor and members of the governing body. Emailed comments are not read during the meeting.
- The City of New Berlin strives to host inclusive, accessible meetings that enable all individuals to engage and participate fully. Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible, please contact City Clerk Rubina R. Medina at (262) 786-8610 or via email at CityClerk@NewBerlinWI.gov at least 48 hours before the scheduled meeting time. Efforts will be made to accommodate the needs of disabled individuals through appropriate aids and/or services.

- *It is also possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to in the above notice.*

MINUTES
New Berlin Public Library Board Meeting
September 18, 2023, 6:00 p.m.
New Berlin Public Library
15105 Library Lane
Heritage Room

Meeting called to order by President Marek at 6:00 P.M.

ATTENDANCE:

Present: Ruth Bock, Chuck Garrigues, Nate Jung, Jill Kawala, Charlotte Kroupa, Patti Orzel, Barb Uhen, and John Marek
Members Absent and Excused: Dolores Greenawalt

Staff Members Present: Kate Kennedy and Michelle Neubauer.

FRIENDS OF THE LIBRARY:

The Friends did not present a report; however it was noted that last weekend's books sale was the second-most successful sale so far.

CONSENT AGENDA ITEMS:

The following items were presented on the consent agenda:

- A. Approval of August 21, 2023 minutes
- B. Approval of Bills and Invoices
- C. Next meeting date: October 16, 2023

Member Bock made a motion to approve the consent agenda items. The motion was seconded by Member Orzel. The motion passed on a vote of 8-0.

ADMINISTRATIVE REPORTS

President's Report – President Marek reported that he has attended the vendor meetings for the website work and continues to be impressed with the work.

Director's Report - Director Beacom's report is included with the agenda packet. Two staff members joined the meeting to give reports.

Michelle Neubauer reported that experience passes are well circulated. Passes seem to go out as soon as they come back. The newest pass is for the International Crane Foundation. Staff continue to try to find new opportunities for passes. A flyer was prepared to help advertise the passes. The full usage report is included in the agenda packet.

Kate Kennedy reported that movie matinees are back, this time, with an interactive element. (Attendees can vote on what the next movie might be). The first one was last

month and had about 40 attendees. Monday Maker nights, targeted programming for adults, are now being offered. Last year's Oktoberfest was a success and is coming back this year and will include a concert and a flea market. Future plans include a hobbit party, voter registration program, lit boxes for teens, Manhattan short film festival, and book clubs.

OLD BUSINESS

Library Communications Plan – The Communications plan is meant to align the strategic plan with how the library will communicate with the community. The plan will include an enhanced marketing infrastructure, optimizing social communications, improving web-based communication, and optimizing direct connections with the community.

Member Orzel moved approval of the plan, with Member Garrigues seconding. The motion passed on a vote of 8-0.

NEW BUSINESS

Director Beacom shared information about a patron who has violated the Library Code of Conduct to the extent that revocation of library privileges is warranted. The proposed revocation notice was reviewed by the City Attorney.

Member Kawala moved to uphold the decision of the Director to revoke the patron's library privileges for one year, with a request to the New Berlin Police Department that they serve the patron the notice. Member Kroupa seconded the motion, which passed on a vote of 8-0.

ADJOURNMENT

Member Garrigues moved to adjourn. Member Kroupa seconded the motion, which passed on a vote of 8-0.

Meeting adjourned at 7:14 P.M.

Respectfully submitted,
Jill Kawala

YEAR-TO-DATE THROUGH SEPTEMBER 30, 2023

ORG	OBJ	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% USED
15810000	50010	SALARY-FULL TIME	476,209	348,998.82	127,210	73.30
15810000	50020	SALARY-PART TIME	468,572	291,676.85	176,895	62.20
15810000	51010	RETIREMENT	43,985	31,046.60	12,938	70.60
15810000	51020	FICA	72,385	48,286.81	24,098	66.70
15810000	51030	HEALTH INSURANCE	50,231	52,606.26	-2,375	104.70
15810000	51060	LONG-TERM DISABILITY	81	57.60	23	71.10
15810000	51065	VISION/DENTAL INSURANCE	1,285	1,740.96	-456	135.50
15810000	51070	LIFE INSURANCE	841	650.51	190	77.30
15810000	53010	ELECTRICITY	60,000	51,468.03	8,532	85.80
15810000	53020	WATER/SEWER	3,876	1,781.61	2,094	46.00
15810000	53040	TELEPHONE/CELL PHONE	2,300	1,806.39	494	78.50
15810000	53050	HEATING FUEL	17,000	11,207.97	5,792	65.90
15810000	54010	R&M BLDGS & GROUNDS	55,000	25,246.17	24,754	55.00
15810000	54030	MAINTENANCE CONTRACT	50,000	43,481.97	6,518	87.00
15810000	54040	R&M EQUIPMENT	2,000	1,634.00	366	81.70
15810000	54060	MARKETING	500	0.00	500	0.00
15810000	54080	LEASES EQUIPMENT	48,000	42,730.54	5,269	89.00
15810000	54110	SUPPLIES	37,400	15,464.66	21,935	41.30
15810000	54170	POSTAGE	450	400.00	50	88.90
15810000	54180	HOUSEKEEPING SUPPLY	16,000	7,514.06	8,486	47.00
15810000	54230	LIBRARY MATERIALS	212,500	155,309.00	57,191	73.10
15810000	54250	MAGAZINES/NEWSPAPERS	0	237.60	-238	100.00
15810000	54270	MEMBERSHIP DUES	200	0.00	200	0.00
15810000	54300	CONFERENCE/SEMINAR/MEETING	500	0.00	500	0.00
15810000	54330	TRAINING EXPENSES	500	75.00	425	15.00
15810000	54521	TECHNOLOGY/SOFTWARE	36,000	36,722.72	-723	102.00
15810000	55090	PROGRAMS-JUVENILE	1,200	774.46	426	64.50
15810000	55095	PROGRAMS-YOUNG ADULT	1,200	1,141.76	58	95.10
15810000	55100	PROGRAMS-ADULT	1,200	1,312.04	-112	109.30
15810000	59010	EQUIPMENT	35,000	0.00	35,000	0.00
		Grand Total	1,694,415	1,173,372.39	516,043	69.50

YEAR-TO-DATE BUDGET REPORT

FOR 2023 10

ACCOUNTS 581	FOR: LIBRARY		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15810000	50010	SALARY-FULL TIME	476,209	0	476,209	367,704.30	.00	108,504.70	77.2%
15810000	50020	SALARY-PART TIME	468,572	0	468,572	308,019.41	.00	160,552.59	65.7%
15810000	51010	RETIREMENT	43,985	0	43,985	32,735.11	.00	11,249.89	74.4%
15810000	51020	FICA	72,385	0	72,385	50,964.55	.00	21,420.45	70.4%
15810000	51030	HEALTH INSURANCE	50,231	0	50,231	52,606.26	.00	-2,375.26	104.7%
15810000	51060	LONG-TERM DISABI	81	0	81	57.60	.00	23.40	71.1%
15810000	51065	VISION/DENTAL IN	1,285	0	1,285	1,740.96	.00	-455.96	135.5%
15810000	51070	LIFE INSURANCE	841	0	841	650.51	.00	190.49	77.3%
15810000	53010	ELECTRICITY	60,000	0	60,000	51,468.03	.00	8,531.97	85.8%
15810000	53020	WATER/SEWER	3,876	0	3,876	1,781.61	.00	2,094.39	46.0%
15810000	53040	TELEPHONE/CELL P	2,300	0	2,300	1,806.39	.00	493.61	78.5%
15810000	53050	HEATING FUEL	17,000	0	17,000	11,207.97	.00	5,792.03	65.9%
15810000	54010	R&M BLDGS & GROU	55,000	0	55,000	27,781.57	5,000.00	22,218.43	59.6%
15810000	54030	MAINTENANCE CONT	50,000	0	50,000	43,481.97	.00	6,518.03	87.0%
15810000	54040	R&M EQUIPMENT	2,000	0	2,000	1,634.00	.00	366.00	81.7%
15810000	54060	MARKETING	500	0	500	.00	.00	500.00	.0%
15810000	54080	LEASES EQUIPMENT	48,000	0	48,000	43,019.54	.00	4,980.46	89.6%
15810000	54110	SUPPLIES	37,400	0	37,400	18,591.83	.00	18,808.17	49.7%
15810000	54170	POSTAGE	450	0	450	400.00	.00	50.00	88.9%
15810000	54180	HOUSEKEEPING SUP	16,000	0	16,000	8,302.92	.00	7,697.08	51.9%
15810000	54230	LIBRARY MATERIAL	212,500	0	212,500	172,032.65	.00	40,467.35	81.0%
15810000	54250	MAGAZINES/NEWSPA	0	0	0	237.60	.00	-237.60	100.0%
15810000	54270	MEMBERSHIP DUES	200	0	200	.00	.00	200.00	.0%
15810000	54300	CONFERENCE/SEMIN	500	0	500	.00	.00	500.00	.0%
15810000	54330	TRAINING EXPENSE	500	0	500	75.00	.00	425.00	15.0%
15810000	54521	TECHNOLOGY/SOFTW	36,000	0	36,000	36,742.71	.00	-742.71	102.1%
15810000	55090	PROGRAMS-JUVENIL	1,200	0	1,200	875.26	.00	324.74	72.9%
15810000	55095	PROGRAMS-YOUNG A	1,200	0	1,200	1,148.75	.00	51.25	95.7%
15810000	55100	PROGRAMS-ADULT	1,200	0	1,200	1,312.04	.00	-112.04	109.3%
15810000	59010	EQUIPMENT	35,000	0	35,000	.00	.00	35,000.00	.0%
TOTAL LIBRARY			1,694,415	0	1,694,415	1,236,378.54	5,000.00	453,036.46	73.3%
TOTAL EXPENSES			1,694,415	0	1,694,415	1,236,378.54	5,000.00	453,036.46	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 10

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	1,694,415	0	1,694,415	1,236,378.54	5,000.00	453,036.46	73.3%

** END OF REPORT - Generated by Thu Van Hintz **

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/10 TO 2023/10		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	PAYABLES	CHECK	DESCRIPTION
15810000											LIBRARY
15810000	54010					R&M	BLDGS &	GROUND			
	001525	FILTRATION CONCEPTS	36043		0	2023	10	INV P	1,929.88	101123	270679 MATERIAL/RPAIRS-LIB
	003228	BATZNER PEST CONTR	51270277		0	2023	10	INV P	119.90	101123	270657 PESTCNTRL-LIB SEP20
	014526	DREXEL BUILDING SUPP	2309-138539		0	2023	10	INV P	50.74	101123	270671 LUMBER/RPAIRS-LIB
	021746	GRAINGER	9846294156		0	2023	10	INV P	225.08	101123	270686 LED BULBS-LIB
	359157	OTIS ELEVATOR COMPAN	100401295172		0	2023	10	INV P	209.80	101123	270620 ELEVATOR CONTRACT M
								ACCOUNT TOTAL	2,535.40		
15810000	54080										LEASES EQUIPMENT
	362301	GREAT AMERICA FINANC	34990510		0	2023	10	INV P	289.00	101123	270687 COPIER LEASE-LIB OC
								ACCOUNT TOTAL	289.00		
15810000	54110										SUPPLIES
	004997	ADVANCED COMMUNICATI	23-0810F		0	2023	10	INV P	287.00	101123	270646 FOL#2317/FOL#2323 E
	004997	ADVANCED COMMUNICATI	23-0927F		0	2023	10	INV P	1,543.00	101123	270646 ELECTRONICS-LIB
									1,830.00		
	017017	BECKER, ANNA	10/1-12/31		0	2023	10	INV P	500.00	101123	270659 PHOTOGRAPHY SERVICE
								ACCOUNT TOTAL	2,330.00		
15810000	54180										HOUSEKEEPING SUPPLY
	026400	ITU ABSORB TECH	8193620		0	2023	10	INV P	103.28	101123	270700 MATS-LIB SEP2023
								ACCOUNT TOTAL	103.28		
15810000	54230										LIBRARY MATERIALS
	001613	GALE CENGAGE LEARNIN	82487582		0	2023	10	INV P	344.69	101123	270681 VARIOUS TITLES-LIB
	001613	GALE CENGAGE LEARNIN	82514047		0	2023	10	INV P	84.72	101123	270681 VARIOUS TITLES-LIB
	001613	GALE CENGAGE LEARNIN	82623680		0	2023	10	INV P	77.97	101123	270681 VARIOUS TITLES-LIB
									507.38		
	006199	BAKER & TAYLOR BOOKS	2037782543		0	2023	10	INV P	400.85	101123	270655 VARIOUS TITLES-LIB
	006199	BAKER & TAYLOR BOOKS	2037786715		0	2023	10	INV P	2,509.29	101123	270655 VARIOUS TITLES-LIB
	006199	BAKER & TAYLOR BOOKS	2037792453		0	2023	10	INV P	1,069.05	101123	270655 VARIOUS TITLES-LIB
	006199	BAKER & TAYLOR BOOKS	2037796719		0	2023	10	INV P	407.84	101123	270655 VARIOUS TITLES-LIB
	006199	BAKER & TAYLOR BOOKS	LS23090022		0	2023	10	INV P	1,109.40	101123	270655 VARIOUS TITLES-LIB
									5,496.43		
	011765	OUR WISCONSIN	2YR SUBSCRIP RENU2024	0		2023	10	INV P	39.98	101123	270732 2YR SUBSCRIP RENEWA
	017422	ENVISIONWARE, INC	INV-US-46438		0	2023	10	INV P	1,031.00	101123	270614 RFID-TAGS-LIB

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/10 TO 2023/10		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	PAYABLES	CHECK	DESCRIPTION	
239194	SCHOLASTIC LIBRARY	P	51205236		0	2023	10	INV P	18.20	101123	270750	VARIOUS TITLES-LIB
239194	SCHOLASTIC LIBRARY	P	51209121		0	2023	10	INV P	54.60	101123	270750	VARIOUS TITLES-LIB
									72.80			
317659	MOYER CAITLIN		128		0	2023	10	INV P	800.00	101123	270726	FINE ARTS DISPLAY-L
332194	MERGENT INC		1673025549		0	2023	10	INV P	422.00	101123	270719	VARIOUS TITLE-LIB
361291	MIDWEST TAPE		504352733		0	2023	10	INV P	291.89	101123	270720	VARIOUS TITLES-LIB
361291	MIDWEST TAPE		504401351		0	2023	10	INV P	133.80	101123	270720	VARIOUS TITLES-LIB
									425.69			
373842	PENWORTHY COMPANY		0593796-IN		0	2023	10	INV P	1,282.02	101123	270735	VARIOUS TITLES-LIB
373842	PENWORTHY COMPANY		0593797-IN		0	2023	10	INV P	606.43	101123	270735	VARIOUS TITLES-LIB
373842	PENWORTHY COMPANY		0593799-IN		0	2023	10	INV P	907.18	101123	270735	VARIOUS TITLES-LIB
373842	PENWORTHY COMPANY		05973790-IN		0	2023	10	INV P	406.44	101123	270735	VARIOUS TITLES-LIB
									3,202.07			
ACCOUNT TOTAL									11,997.35			
ORG 15810000 TOTAL									17,255.03			
FUND 0010 GENERAL FUND						TOTAL:			17,255.03			

** END OF REPORT - Generated by Thu Van Hintz **

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/10 TO 2023/10										
ACCOUNT/VENDOR			INVOICE	PO	YEAR/PR	TYP	S	PAYABLES	CHECK	DESCRIPTION
22810000			LIBRARY DONATION							
22810000 48040 FOL			DONATIONS							
004997	ADVANCED	COMMUNICATI	23-0810F	0	2023	10	INV	P	1,256.00	101123 270646 FOL#2317/FOL#2323 E
004997	ADVANCED	COMMUNICATI	23-0928F	0	2023	10	INV	P	1,674.00	101123 270646 FOL#2317/AUDIO VIDE
									2,930.00	
ACCOUNT TOTAL									2,930.00	
ORG 22810000 TOTAL									2,930.00	
FUND 0200 LIBRARY DONATION FUND									TOTAL:	2,930.00

** END OF REPORT - Generated by Thu Van Hintz **

FOR 2023 10

Report generated: 10/04/2023 11:26
User: 9740thin
Program ID: glytdbud

YEAR-TO-DATE BUDGET REPORT

FOR 2023 10							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	0	-2,223.96	.00	2,223.96	100.0%
** END OF REPORT - Generated by Thu Van Hintz **							

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/9 TO 2023/9		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR TYP S	PAYABLES	CHECK	DESCRIPTION
15810000				LIBRARY					
15810000	53040			TELEPHONE/CELL PHONE					
302074	AT&T		262785498009-2023	0	2023 9 INV P	200.60	092723	270482	PHONES-LIB 9/4-10/3
					ACCOUNT TOTAL	200.60			
15810000	54010			R&M BLDGS & GROUNDS					
015580	AMAZON CAPITAL SERVI	13WY-NJKT-131M		0	2023 9 INV P	163.50	092723	270474	SMOKE DETECTORS-LIB
					ACCOUNT TOTAL	163.50			
15810000	54040			R&M EQUIPMENT					
020385	MCKENDRY COLLIN	9/14/23		0	2023 9 INV P	60.00	092723	270553	CONTRACT SERV-LIB 9
					ACCOUNT TOTAL	60.00			
15810000	54080			LEASES EQUIPMENT					
013995	KANSAS STATE BANK	3356523PMT#47OCT2023	0		2023 9 INV P	2,566.00	092723	270540	COPIER LEASE-LIB OC
014113	K-12 TECHNOLOGY GROU	94231	0		2023 9 INV P	1,960.72	092723	270538	SIMPLIFY IT-LIB SEP
020123	FORWARD TS, LTD	AR207056	0		2023 9 INV P	469.49	092723	270513	COPIER LEASE-LIB 8/
362301	GREAT AMERICA FINANC	34897301	0		2023 9 INV P	536.33	092723	270523	COPIER LEASE-LIB SE
					ACCOUNT TOTAL	5,532.54			
15810000	54110			SUPPLIES					
020383	LIBRARY MARKET	2742	0		2023 9 INV P	7,500.00	092723	270545	FOL#2315/WEBSITE DE
					ACCOUNT TOTAL	7,500.00			
15810000	54170			POSTAGE					
348554	PURCHASE POWER	9/15/23POSTAGE-LIB	0		2023 9 INV P	100.00	092723	270573	8000900011110198-LI
					ACCOUNT TOTAL	100.00			
15810000	54230			LIBRARY MATERIALS					
001613	GALE CENGAGE LEARNIN	82018575	0		2023 9 INV P	46.50	092723	270515	VARIOUS TITLES-LIB
001613	GALE CENGAGE LEARNIN	82322791	0		2023 9 INV P	51.73	092723	270515	VARIOUS TITLES-LIB
001613	GALE CENGAGE LEARNIN	82324270	0		2023 9 INV P	52.48	092723	270515	VARIOUS TITLES-LIB
						150.71			
006199	BAKER & TAYLOR BOOKS	2037712626	0		2023 9 INV P	69.48	092723	270485	VARIOUS TITLES-LIB
006199	BAKER & TAYLOR BOOKS	2037744016	0		2023 9 INV P	520.18	092723	270485	VARIOUS TITLES-LIB
006199	BAKER & TAYLOR BOOKS	2037749461	0		2023 9 INV P	165.71	092723	270485	VARIOUS TITLES-LIB
006199	BAKER & TAYLOR BOOKS	2037751262	0		2023 9 INV P	645.96	092723	270485	VARIOUS TITLES-LIB
006199	BAKER & TAYLOR BOOKS	2037751694	0		2023 9 INV P	836.56	092723	270485	VARIOUS TITLES-LIB
006199	BAKER & TAYLOR BOOKS	2037752361	0		2023 9 INV P	533.38	092723	270485	VARIOUS TITLES-LIB
006199	BAKER & TAYLOR BOOKS	2037759857	0		2023 9 INV P	362.42	092723	270485	VARIOUS TITLES-LIB
006199	BAKER & TAYLOR BOOKS	2037762804	0		2023 9 INV P	315.94	092723	270485	VARIOUS TITLES-LIB

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/9 TO 2023/9														
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR	TYP	S	PAYABLES		CHECK	DESCRIPTION			
006199	BAKER & TAYLOR BOOKS	2037765960		0	2023	9	INV P	335.95	092723	270485	VARIOUS	TITLES-LIB		
006199	BAKER & TAYLOR BOOKS	2037774271		0	2023	9	INV P	294.07	092723	270485	VARIOUS	TITLES-LIB		
006199	BAKER & TAYLOR BOOKS	2037777109		0	2023	9	INV P	549.48	092723	270485	VARIOUS	TITLES-LIB		
006199	BAKER & TAYLOR BOOKS	2037783924		0	2023	9	INV P	278.14	092723	270485	VARIOUS	TITLES-LIB		
								4,907.27						
321672	HOOPLA	504294907		0	2023	9	INV P	1,330.36	092723	270530	DIGITAL	MEDIA-LIB A		
350982	T-MOBILE	970673785	SEP2023	0	2023	9	INV P	613.19	092723	270593	MOBILE	HOTSPOTS-LIB		
361291	MIDWEST TAPE	503955970		0	2023	9	INV P	47.23	092723	270555	VARIOUS	TITLES-LIB		
361291	MIDWEST TAPE	504208112		0	2023	9	INV P	264.11	092723	270555	VARIOUS	TITLES-LIB		
361291	MIDWEST TAPE	504262965		0	2023	9	INV P	482.33	092723	270555	VARIOUS	TITLES-LIB		
361291	MIDWEST TAPE	504307132		0	2023	9	INV P	372.81	092723	270555	VARIOUS	TITLES-LIB		
361291	MIDWEST TAPE	504328258		0	2023	9	INV P	264.50	092723	270555	VARIOUS	TITLES-LIB		
								1,430.98						
392979	CENTER POINT	2038023		0	2023	9	INV P	431.46	092723	270495	VARIOUS	TITLES-LIB		
ACCOUNT TOTAL								8,863.97						
ORG 15810000 TOTAL								22,420.61						
FUND 0010 GENERAL FUND					TOTAL:		22,420.61							

** END OF REPORT - Generated by Thu Van Hintz **

YEAR-TO-DATE BUDGET REPORT

FOR 2023 10								
ACCOUNTS FOR: 000 UNDESIGNATED	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
01010400 44110 LIBRARY FINES	-29,500	0	-29,500	-16,995.21	.00	-12,504.79	57.6%*	
01010400 44111 LIBRARY-COPIES	-7,500	0	-7,500	-5,467.44	.00	-2,032.56	72.9%*	
01010400 44112 LIBRARY-OTHER SY	-24,369	0	-24,369	-16,920.25	.00	-7,448.75	69.4%*	
01010400 44113 LIBRARY GRANTS/D	-5,200	0	-5,200	.00	.00	-5,200.00	.0%*	
TOTAL UNDESIGNATED	-66,569	0	-66,569	-39,382.90	.00	-27,186.10	59.2%	
TOTAL REVENUES	-66,569	0	-66,569	-39,382.90	.00	-27,186.10		

YEAR-TO-DATE BUDGET REPORT

FOR 2023 10							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	-66,569	0	-66,569	-39,382.90	.00	-27,186.10	59.2%
** END OF REPORT - Generated by Thu Van Hintz **							

YEAR-TO-DATE BUDGET REPORT

FOR 2023 09

ACCOUNTS	FOR:		ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
581	LIBRARY		APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	USED
15810000	50010	SALARY-FULL TIME	476,209	0	476,209	348,998.82	.00	127,210.18	73.3%
15810000	50020	SALARY-PART TIME	468,572	0	468,572	291,676.85	.00	176,895.15	62.2%
15810000	50070	SALARY-OVERTIME	0	0	0	.00	.00	.00	.0%
15810000	51010	RETIREMENT	43,985	0	43,985	31,046.60	.00	12,938.40	70.6%
15810000	51020	FICA	72,385	0	72,385	48,286.81	.00	24,098.19	66.7%
15810000	51030	HEALTH INSURANCE	50,231	0	50,231	52,606.26	.00	-2,375.26	104.7%
15810000	51040	RETIREE HEALTH I	0	0	0	.00	.00	.00	.0%
15810000	51060	LONG-TERM DISABI	81	0	81	57.60	.00	23.40	71.1%
15810000	51065	VISION/DENTAL IN	1,285	0	1,285	1,740.96	.00	-455.96	135.5%
15810000	51070	LIFE INSURANCE	841	0	841	650.51	.00	190.49	77.3%
15810000	51080	UNEMPLOYMENT COM	0	0	0	.00	.00	.00	.0%
15810000	52010	PROFESSIONAL FEE	0	0	0	.00	.00	.00	.0%
15810000	52030	CONTRACTED SERVI	0	0	0	.00	.00	.00	.0%
15810000	53010	ELECTRICITY	60,000	0	60,000	51,468.03	.00	8,531.97	85.8%
15810000	53020	WATER/SEWER	3,876	0	3,876	1,781.61	.00	2,094.39	46.0%
15810000	53040	TELEPHONE/CELL P	2,300	0	2,300	1,806.39	.00	493.61	78.5%
15810000	53050	HEATING FUEL	17,000	0	17,000	11,207.97	.00	5,792.03	65.9%
15810000	54010	R&M BLDGS & GROU	55,000	0	55,000	25,246.17	5,000.00	24,753.83	55.0%
15810000	54030	MAINTENANCE CONT	50,000	0	50,000	43,481.97	.00	6,518.03	87.0%
15810000	54040	R&M EQUIPMENT	2,000	0	2,000	1,634.00	.00	366.00	81.7%
15810000	54060	MARKETING	500	0	500	.00	.00	500.00	.0%
15810000	54080	LEASES EQUIPMENT	48,000	0	48,000	42,730.54	.00	5,269.46	89.0%
15810000	54110	SUPPLIES	37,400	0	37,400	15,464.66	.00	21,935.34	41.3%
15810000	54110	COVID SUPPLIES	0	0	0	.00	.00	.00	.0%
15810000	54140	DATA PROC SUPPLI	0	0	0	.00	.00	.00	.0%
15810000	54170	POSTAGE	450	0	450	400.00	.00	50.00	88.9%
15810000	54180	HOUSEKEEPING SUP	16,000	0	16,000	7,514.06	.00	8,485.94	47.0%
15810000	54190	GAS,OIL,LUBRICAN	0	0	0	.00	.00	.00	.0%
15810000	54230	LIBRARY MATERIAL	212,500	0	212,500	155,309.00	.00	57,191.00	73.1%
15810000	54250	MAGAZINES/NEWSPA	0	0	0	237.60	.00	-237.60	100.0%
15810000	54260	AUDIO-VISUAL	0	0	0	.00	.00	.00	.0%
15810000	54270	MEMBERSHIP DUES	200	0	200	.00	.00	200.00	.0%
15810000	54300	CONFERENCE/SEMIN	500	0	500	.00	.00	500.00	.0%
15810000	54330	TRAINING EXPENSE	500	0	500	75.00	.00	425.00	15.0%
15810000	54521	TECHNOLOGY/SOFTW	36,000	0	36,000	36,722.72	.00	-722.72	102.0%
15810000	54521	COVID TECHNOLOGY/	0	0	0	.00	.00	.00	.0%
15810000	55090	PROGRAMS-JUVENIL	1,200	0	1,200	774.46	.00	425.54	64.5%
15810000	55095	PROGRAMS-YOUNG A	1,200	0	1,200	1,141.76	.00	58.24	95.1%
15810000	55100	PROGRAMS-ADULT	1,200	0	1,200	1,312.04	.00	-112.04	109.3%
15810000	56020	WORKER'S COMP	0	0	0	.00	.00	.00	.0%
15810000	59010	EQUIPMENT	35,000	0	35,000	.00	.00	35,000.00	.0%
TOTAL LIBRARY			1,694,415	0	1,694,415	1,173,372.39	5,000.00	516,042.61	69.5%
TOTAL EXPENSES			1,694,415	0	1,694,415	1,173,372.39	5,000.00	516,042.61	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 09

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	1,694,415	0	1,694,415	1,173,372.39	5,000.00	516,042.61	69.5%

** END OF REPORT - Generated by Thu Van Hintz **

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2023/9 TO 2023/9											
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	PAYABLES	CHECK	DESCRIPTION		
22810000 LIBRARY DONATION											
22810000 48040 DONATIONS											
016413	MANHATTAN SHORT	2023	0	2023	9	INV P	600.00	092723	270550	2023	FILM FESTIVAL-
ACCOUNT TOTAL							600.00				
22810000 48040 FOL DONATIONS											
020383	LIBRARY MARKET	2742	0	2023	9	INV P	2,000.00	092723	270545	FOL#2315/WEBSITE DE	
ACCOUNT TOTAL							2,000.00				
ORG 22810000 TOTAL							2,600.00				
FUND 0200 LIBRARY DONATION FUND							TOTAL:	2,600.00			

** END OF REPORT - Generated by Thu Van Hintz **

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13

ACCOUNTS	FOR:		ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
581	LIBRARY		APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
22810000	41020	GRANTS-LOCAL	0	0	0	-600.00	.00	600.00	100.0%
22810000	48000	MISC GENERAL REV	0	0	0	.00	.00	.00	.0%
22810000	48040	DONATIONS	0	0	0	-7,326.84	.00	7,326.84	100.0%
22810000	48040	FOL DONATIONS	0	0	0	-544.44	.00	544.44	100.0%
22810000	48041	SPONSORSHIPS	0	0	0	.00	.00	.00	.0%
22810000	52050	GRANT PROJECTS	0	0	0	.00	.00	.00	.0%
22810000	54010	R&M BLDGS & GROU	0	0	0	.00	.00	.00	.0%
22810000	54040	FOL R&M EQUIPMENT	0	0	0	.00	.00	.00	.0%
22810000	54060	PRINTING/ADVERTI	0	0	0	.00	.00	.00	.0%
22810000	54110	SUPPLIES	0	0	0	.00	.00	.00	.0%
22810000	54110	FOL SUPPLIES	0	0	0	.00	.00	.00	.0%
22810000	54230	BOOKS/PAMPHLETS	0	0	0	.00	.00	.00	.0%
22810000	54230	FOL BOOKS/PAMPHLE	0	0	0	.00	.00	.00	.0%
22810000	54250	MAGAZINES/NEWSPA	0	0	0	.00	.00	.00	.0%
22810000	54260	AUDIO-VISUAL	0	0	0	.00	.00	.00	.0%
22810000	54300	CONFERENCE/SEMIN	0	0	0	.00	.00	.00	.0%
22810000	55090	PROGRAMS-JUVENIL	0	0	0	.00	.00	.00	.0%
22810000	55090	FOL PROGRAMS-JUVE	0	0	0	.00	.00	.00	.0%
22810000	55095	FOL PROGRAMS-YOUN	0	0	0	13.64	.00	-13.64	100.0%
22810000	55100	PROGRAMS-ADULT	0	0	0	.00	.00	.00	.0%
22810000	55100	FOL PROGRAMS-ADUL	0	0	0	.00	.00	.00	.0%
22810000	59010	EQUIPMENT	0	0	0	.00	.00	.00	.0%
22810000	59010	FOL EQUIPMENT	0	0	0	.00	.00	.00	.0%
TOTAL LIBRARY			0	0	0	-8,457.64	.00	8,457.64	100.0%
TOTAL REVENUES			0	0	0	-8,471.28	.00	8,471.28	
TOTAL EXPENSES			0	0	0	13.64	.00	-13.64	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	0	-8,457.64	.00	8,457.64	100.0%

** END OF REPORT - Generated by Thu Van Hintz **

YEAR-TO-DATE BUDGET REPORT

FOR 2023 09

ACCOUNTS FOR: 000 UNDESIGNATED	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01010400 44110 LIBRARY FINES	-29,500	0	-29,500	-15,744.16	.00	-13,755.84	53.4%
01010400 44111 LIBRARY-COPIES	-7,500	0	-7,500	-5,313.15	.00	-2,186.85	70.8%
01010400 44112 LIBRARY-OTHER SY	-24,369	0	-24,369	-16,920.25	.00	-7,448.75	69.4%
01010400 44113 LIBRARY GRANTS/D	-5,200	0	-5,200	.00	.00	-5,200.00	.0%
TOTAL UNDESIGNATED	-66,569	0	-66,569	-37,977.56	.00	-28,591.44	57.0%
TOTAL REVENUES	-66,569	0	-66,569	-37,977.56	.00	-28,591.44	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 09

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	-66,569	0	-66,569	-37,977.56	.00	-28,591.44	57.0%

** END OF REPORT - Generated by Thu Van Hintz **



CONNECTING with our COMMUNITY

September 2023



UKULELE CLASS

YS librarians, Kate Krause-Blaha, Christine Weichart and Lori Isola participated in a Bridges sponsored ukulele class. The 2-part class is taught by Steve Girman, a local juggler/magician/musician and was being offered to give librarians an extra tool for their storytime sessions. Kate, Christine and Lori have been practicing to be prepared for part 2 in October and have already begun introducing their new skill to their storytimes.



MAJOR AWARD

Kate Kennedy and Julita Kosiak-Chaltry have been working closely with the local chapter of DAR* to provide programming and displays in the library. In recognition of this partnership, they received an email which read, in part: *At our board meeting last week we discussed how grateful we are for all your help and service, as well as your support for educating the public on national historical events. One of DAR's most celebrated weeks is Constitution Week, which is celebrated annually from September 17-21. Our DAR chapter would like to show our appreciation for all your efforts by awarding you both the DAR Constitution Week Committee Certificate of Award in recognition of outstanding work in upholding and promoting the ideals of the Constitution of United States. We couldn't be more proud of Kate and Julita!*



*Mary Warrell Knight Chapter,
National Society of the Daughters of the
American Revolution



HISTORICAL SOCIETY-OPEN HOUSE

AS librarians, Sarah Poppe, Tiff Kelly and Nick Censoprano represented the library at the New Berlin Historical Society's Open House. They were able to talk with people, play games, sign up new library card holders and share the many services the library provides. With all three librarians being new-ish to our staff, this was a perfect outreach opportunity to see what our New Berlin community is all about.



PLANNING WITH OUR PARTNERS

Director, Natalie Beacom, reached out to our partners within the city for a meeting on how we can all collaborate and help each other with planning and promotions for programs. Representatives from the Mayor's office, Enjoy New Berlin, New Berlin Historical Society, New Berlin Recreation Department and Friends of New Berlin Public Library joined Natalie, Michelle, Kate and Kate for brainstorming and really productive conversation. We are excited to explore new opportunities together.



STAR OF BETHLEHEM

We had two opportunities to connect with Star of Bethlehem this month. Star has made a field trip to the library an annual event for their 2nd grade class. A tour of the children's area with the chance to look for books, library cards and a storytime are part of their time here. In addition, for the second year, the 8th grade students created booklists which teen librarian, Shannon Gulgren uses to create book displays in the YA area.





CONNECTING with our COMMUNITY



NATIONAL VOTER REGISTRATION DAY

Tiff Kelly, AS librarian, coordinated efforts with the City's Clerk's Office to create awareness for National Voter Registration Day, September 19. The library and clerk's office helped people check to make sure they were registered to vote and assisted in signing people up who were not currently registered. Information about early, absentee and in-person voting was available as well as resources for Wisconsin voters. Tiff even made an appearance on Fox 6 news to talk about the importance of voting!



LIBRARY CARD SIGN-UP MONTH

Each September, the YS staff reaches out to our area schools to arrange visits to kindergarten classes to talk about getting library cards. Once children are 5, they are able to get their own card and kindergarteners are especially excited to hear about this! We've also been promoting card renewals for patrons who might not have visited NBPL for a while. With just a couple of days left in September, we've given out 116 new cards so far this month.



PURPLE SPRINGS MEMORY PROJECT

We are excited to have the opportunity to bring back Memory Cafe programs in 2024! The Purple Springs Memory Project group, made up of the Eagle, Mukwonago, Muskego and New Berlin libraries, will provide one Memory Cafe program monthly, alternating between the 4 libraries. Memory Cafes are designed to engage patrons experiencing dementia and their care partners. We plan to promote these programs to area doctor offices and care facilities in order to reach new and returning library users.



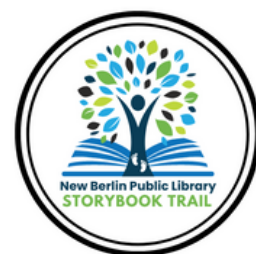
SHOWCASING LOCAL TALENT

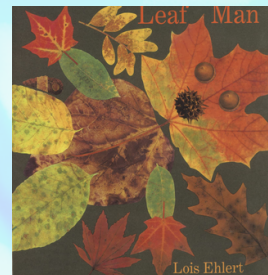
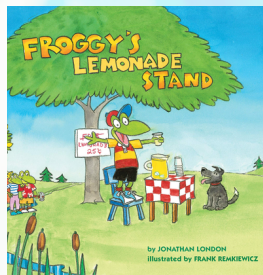
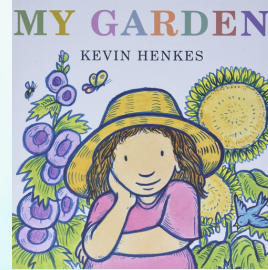
We aren't able to pinpoint exactly how long the library has been dedicating a wall in the front hallway to showcase local artist's works, but we agree that it's been a least 15 years. Every month our wall is filled with works of art in mediums as unique as the artists themselves-an always changing way to brighten up the hallway! This month's featured artist is John Sues who works with acrylics.



STORYBOOK TRAIL

The Leaf Thief by Alice Hemming is the next book on the Storybook Trail at ProHealth Care Park. We have now been sharing stories for just over a year with the New Berlin community. Please see the next page for pictures and some of the notes we have received. We are so grateful to the Friends of New Berlin Public Library for sponsoring this project and helping us share stories outside of the library.





We enjoy the peace & tranquility in this park after a stressful day at work.



What a great idea. I am visiting my family & enjoyed this. As a retired 4K/5K teacher so happy to see reading promoted.

Here's another retired teacher saying "Good idea" and "Keep on reading"

Family picnic for dinner & storywalk for dessert. 😊

My dogs & I have been enjoying this park and now the bookwalk since before they were here! I always dreamed this could be a wonderful place for families! **Thank you** New Berlin, NB Library, and FRIENDS of NB LIBRARY for making that dream come true!

I CAME TO CHECK OUT THE PARK AND WAS ABSOLUTELY DELIGHTED TO FIND THE STORYBOOK TRAIL. I WILL BRING MY SON HERE TO ENJOY AS WELL. THANKS FOR THIS SECRET NOT SECRET GEM ❤️



Library Director Report

New Berlin Public Library 2023 Updates: *September and October*

Among the activities for September and October, we've been able to promote the Library through community engagement in a variety of ways. The following are a few highlights from the last month that align with the Library's Strategic Plan Goals A, B and C.

- Donation and giving drives for travel size hygiene items and soup for the benefit of shelters and the New Berlin Food Pantry.
- Beginning the reintroduction of a public art collection to the Library with the work of local artist, John Seuss. The Library added three paintings in the collection for check-out. The Instagram link is a share from local artist John Seuss, <https://www.instagram.com/reel/CxyzXs9upAh/?igshid=MTc4MmMlYml2Ng%3D%3D>
Note: The colorful abstract painting in the link is of New Berlin Hills Golf Course.
- Family Literacy Nights with the School District of New Berlin at Ronald Reagan Elementary School are always fun and allow us to connect with teachers, administrators and families.
- Media Coverage for our Eclipse family programming in the *Waukesha Freeman* and [Voter Registration program](#) with Fox 6, allowed our reach to increase.
- The 2023 [Wisconsin Science Festival](#) will take place at the Library and Youth Librarian and festival coordinator was interviewed for a sneak peek!
- Attendance at professional appreciation events with the Bridges Library System and the City of New Berlin's Boards and Commissions Dinner allowed us to gather, network and share ideas.
- Leadership training opportunities for the Library's administrative team with CVMIC and the Department of Public Instruction.
- Participation in the New Berlin Chamber of Commerce's 8th Annual Discover New Berlin event, featuring International Heritage Festival at New Berlin West and the New Berlin Historical Society's annual Apple Harvest Festival.
- Harvested community garden sunflower, moonflower, calendula to be readied for the 2024 Seed Library Collection. Garden volunteer, Kay, also planted a variety of different corn in 2023.
- Library Memorial Bricks laid with our littlest of masons!
- Adult Services staff attended the New Berlin Historical Society's annual Apple Harvest Festival.

The Library's entire staff, from those organizing and planning activities to those making sure materials are placed in order and checked-out at the service desk, contribute to the successes of our Strategic Plan. These events and programs allow our staff to better connect with the public we serve and share the services and resources available at the New Berlin Public Library.





The Freeman - 09/27/2023

New Berlin Library presents Badger Talk on observing the night sky

NEW BERLIN — The New Berlin Public Library will host a Badger Talk by director of Space Place, Jim Lattis, at 6 p.m. Oct. 11. Lattis will present "Eyes on the Skies: The Current Night Sky, What to Watch for, How to Observe it." This talk introduces the stars, constellations, and interesting objects of the current season sky.

The talk will be about observing the brighter planets and how to find them in the night sky, along with other objects suitable for amateur observing. The talk will also feature any important eclipses, meteor showers, or other interesting astronomical events visible in the near future, as well as observing tips and the astronomical use of telescopes and binoculars. Registration is required. Contact 262-754-1815 to reserve your spot.

Lattis holds a Ph.D. in History of

Science from UW—Madison and is the author of many publications in that field. He helped create UW Space Place, the outreach and public education center of the UW—Madison Astronomy Department and has directed it since its founding.

Badger Talks reflects tradition of the "Wisconsin Idea" to extend the resources of the university to citizens of the state. Professional, community, and civic organizations, as well as schools, are invited to request a UW—Madison speaker. For more information about Badger Talks, contact 608-262-3880 or

badgertalks@uwmad.wisc.edu. For more information, visit newberlinlibrary.org. The free event will take place at 15105 Library Lane. Registration is required. Contact 262-754-1815 to reserve your spot.

Department Updates: *(Strategic Plan, A 1-3, B 1-3, C1-3)*

Public Services Update from the desk of Laura Eastman:

Activities:

- We registered 126 new patrons at the library and promoted library card sign up month with signage and stickers available throughout the Bridges Library System.
- Laura attended the Milwaukee County Zoo's Celebrate You & the Zoo event on September 21 in connection with our library's Platypus Circle membership passes. Laura also attended the Bridges Library System Library Trustee Appreciation 2023 on September 28 as a guest of the director, with the speaker, Barbara Reinhardt, focusing on art in libraries at the Watertown Public Library.
- Training of new staff continues; however, all positions are currently full!
- All staff continues to participate in Infosec IQ Security training, promoting safe online use.

Circulation Statistics:

- Circulation for September included 28,391 items—return to school!
- Processed 791 new items for circulation!



Adult Services Team Update from the Desk of Kate Kennedy:

Sarah and Kate brought back the MANHATTAN SHORT FILM FESTIVAL this year, which saw nearly 60 patrons! This was a pre-pandemic favorite, so we're hoping to increase popularity with this year after year. The popcorn machine certainly didn't hurt! Kate attended two system meeting focusing on Memory Cafes and Memory resources in Libraries. Kate, Natalie, and Michelle are working on bringing Memory Cafes back in 2024, hopefully with some exciting new additions!

We're saying goodbye to young adult librarian, Shannon. Shannon has been here since 2020, and we'll miss her and her creative contributions dearly! Here are some interactions we've had over the last few weeks:

Kate: Kate has been working with a couple one on one to who wanted to work on their computer skills. This is a common area of help, but this couple has made remarkable progress. They've gone from not knowing what a mouse was, to sending emails in 4 days! They're incredibly kind and have been vocal about the difference this will make in their lives.

Tiff: Tiff, our newest adult services librarian, was interviewed by a local TV station for her voter registration program this month! She partnered with the National League of Voters and the City Clerk's Office to bring resources to patrons to register to vote, update their registration, or further educate themselves.

Sarah: Sarah was helping a patron who was having some computer and technical issues and needed to print off some forms. There was also a bit of a language barrier. She thought things didn't start off well with trying to figure out how to get the access she needed, but they managed to get everything done that she needed, and she told Sarah she was so thankful for her help and appreciated the service she provided her.

Nick: Two older patrons came in one day, inquiring about the availability of low-income housing in Milwaukee County, specifically through a print-out prepared by the state or city. They told him that they had spoken to another librarian here, who was able to locate them this aforementioned list online, and they said that it should be 19 pages long. He was initially unable to find the specific document that they had mentioned, but after searching, he located the "Housing Authority of the City of Milwaukee," which had a link to a 19-page document on their website. He also wrote down the number for the Milwaukee Housing Authority, and shared that the U.S. Department of Housing and Urban Development has similar lists. While he was searching for information, he spoke with the couple, and shared that he lives on the east side of Milwaukee and attends UWM for graduate school. They were thrilled to speak to another Milwaukee resident, and they shared that they had also lived on the east side before, and chatted with him about the area. They left the conversation feeling satisfied with their answer and happy with their interaction!



Youth Services Team Update from the Desk of Kate Krause:

Kate attended and spoke at the Bridges September YS Meet Up about New Berlin Public Library's Storybook Trail at ProHealth Care Park. She shared a bit about the process of getting a StoryWalk set up, as well as tips and tricks for installing and maintaining one. We're in the process of adding a few unique additions to the Youth collection including Family Movie Bins (includes a movie with related books and games), Wonderbooks (stories that have a built-in player that reads aloud the story), and Tonies (portable speaker boxes with various book character figurines that sing songs and read stories.)

Kate:

I held an Adopt a Reading Buddy event in September for the second time and both times it has filled up and been such a success! The children get to choose a buddy to take home, fill out an adoption certificate that states that they promise to read to their buddy every night, and make a collar for them. The kids put so much thought into which buddy they choose, and several parents shared how much they enjoy the program and how it gets their child excited to read at home.

Christine:

On Sunday, a parent and child that were at the Star of Bethlehem field trip came in to get books. The mom told me that her daughter, who never read chapter books before, found some and read them already! I helped the girl, Bobbie, find more books to read. She was so excited and her mom was happy that we had books she wanted to read.

Lori:

I had a conversation with a grandparent about how much they love bringing their grandchild to storytime and appreciate the elements we model (singing, playing, early literacy tips, etc.) I also had a family come in to get their child a library card the day after we went to Ronald Reagan to visit the kindergarten classes. They were all so excited for this inaugural event. They loved the new swag we had to celebrate Library Card Sign Up Month, as well as the First Card Sticker. Kids crafting at our Llama Playtime event!

Jessica:

A mom came in with 5 kids, and they all scattered to find books or play with various toys. One girl, I think she was the middle child of the family, asked me for materials for the mailbox. She colored a picture on a postcard for me, then started chatting with me. She ended up spending the entire visit talking to me about books, asking for recommendations, and just generally chatting. I could tell that she was looking for some one-on-one attention from an adult. Her mom tried to apologize for her "bothering me", but I didn't find her a bother at all! I love when I can have authentic interactions with kids and let them share their interest/ideas/stories. I had these kinds of interactions with some adults as a kid and it just felt so good.

Lizzie:

Children who have come in for their library cards this month have been SO excited about all of the little things they get with it. It's been amazing seeing how excited they get as they get their card, especially once they find out they can put their names into a book! Even with all of the other cool stuff they get they always seem to be most excited for that part.



September 18th, 2023

New Berlin Public Library
Library Board of Trustees
15105 Library Lane
New Berlin, WI 53151

Mr. Darren M. Blair-

In review of your recent removal from the Library by the New Berlin Police Department, due to inappropriate communication with the Library staff, we have reviewed your behavior and conduct at the Library and found the following instances from your recent visits to the New Berlin Public Library do not comply with the Library's Code of Conduct Policy:

- Issuing personal notes to Library staff that are inappropriate. *Code of Conduct, bullet #2, #15*
- Bathing in public restroom, doing laundry and leaving the space wet, requiring custodial care. *Code of Conduct, bullet #21*
- Removal of your shoes in the Library, and related complaints from patrons about a strong odor; *Code of Conduct, bullet #21*
- Loitering, storing items at the Library and living at the Library or its adjacent grounds without permission, *Code of Conduct, bullet #18;*
- *Welfare meet-up with the NBPD* and warning of behavior to include: Library expectations and using the Library for its intended use, importance of following the Library's Code of Conduct Policy, not using the Library and grounds for living or hygiene purposes, inappropriate gifts to staff, inappropriate attention to staff. At this meeting with the NBPD, a Bible and personal journal were returned; *NBPD Report: Filed 8/29/23 Code of Conduct, bullet #2, #3, #4, #15, #18, #21;*
- Loitering near staff entrance and exit during staff arrival and departure; Police were asked to be available at closure to make sure closing staff were able to feel safe getting to their vehicles; *Code of Conduct, bullet #3, #4, #18;*
- Prolonged or chronic sleeping, *Code of Conduct, bullet #9;*
- Complaint from library user about a person, identified as being you, sleeping on the library grounds *Code of Conduct, bullet #18;*
- Complaints about your conduct and behavior, described as erratic and unpredictable; at times calm and other times, agitated causing *Code of Conduct, bullet #3;*
- Leaving belongings, spread out and unattended around the Library's public use areas, grounds and patio area *Code of Conduct, bullet #3;*

- Leering, walking on the curbs and dancing in the Library parking lot, green space and patio area, *Code of Conduct, bullet #3, #4*;
- Peering in windows, *Code of Conduct, bullet#4*;
- Eating, preparing and leaving food items, unattended inside the Library, *Code of Conduct, bullet #8*;
- **Complaint and Removal from premises:** Inappropriate, aggressive and demanding language in email, notes and conversations with staff; NBPD Report: E23020266 Filed 9/14/23 *Code of Conduct, bullet #2, #3*

The Library Board of Trustees, after review of your non-compliant behavior with the Library's Code of Conduct Policy and review of your email submission, have decided to take the next step to address your conduct at the Library. This letter, acts to notify you, that your privileges at the New Berlin Public Library have been revoked, effective immediately and for the next year.

When we move to revoke privileges from Library patrons, they have exceeded the number of warnings and have shown unable to comply with the Library's Code of Conduct Policy. During this 12-month revocation, your card will be deactivated and you will no longer be able to visit the Library, check-out materials, attend programs, request Library staff assistance, to include email requests to Library staff, or use the Library service and its adjacent Library spaces.

Moving forward, if you are at the Library or the adjacent grounds, we have directed the Library Director to call the New Berlin Police Department and you will be formally cited with trespassing.

We will hold any possessions you have left at the Library, (1) one Bible and (1) one small decorative stone, at the New Berlin Police Department for pick-up. It will be available for you beginning 9/20/23 at the New Berlin Police Department's main lobby at: 16300 W National Ave, New Berlin, WI 5315. The lobby hours are M-F 7:00am-11:00pm (excluding holidays) and you may make general inquiries at: 262-780-8149.

You may submit a letter after the revocation period, in writing, to the New Berlin Library Board of Trustees with your intent to be reinstated. This may be delivered via email to nbinfo@newberlinlibrary.org, or mailed to the Library in c/o New Berlin Library Board of Trustees at: 15105 Library Lane, New Berlin, WI 53151.

A resource for essential service availability may be accessed through the United Way's Impact 211. Calling or texting 211, or visiting <https://www.211.org> will allow you to connect with United Way specialists.

The New Berlin Public Library Board of Trustees

Cc:
New Berlin Police Department;
Office of the Mayor, City of New Berlin;
New Berlin Public Library, Director;
Mark Blum, City Attorney

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New Berlin Public Library
Library Board of Trustees
15105 Library Lane
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C. Removal of your shoes in the Library, and related complaints from patrons about a strong odor; *Code of Conduct, bullet #21*

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The New Berlin Public Library Board of Trustees:

Cc:

New Berlin Police Department;

Office of the Mayor, City of New Berlin;

New Berlin Public Library, Director;

Mark Blum, City Attorney

Code of Conduct Policy

The purpose of this policy is to express the roles and responsibilities library staff and patrons share to ensure the Library's physical and virtual spaces are welcoming, safe, and secure.

1. Compliance with current COVID-19 personal and building restrictions as established by governmental entities with jurisdiction.
2. Harassment of the Library staff, volunteers and patrons is strictly prohibited.
3. Behavior that disrupts or hinders public use of the library or library property is prohibited. This includes, but is not limited to, loud, boisterous behavior, verbal or physical harassment, running, fighting, being under the influence of or having possession of alcohol or illegal substances.
4. Following or staring in such a manner that the performance of staff duties or use of library services by visitors is disrupted is not allowed.
5. Smoking, chewing tobacco and/or use of electronic smoking devices are not permitted inside the library or within 50 feet of the library building.
6. Seating at library tables, chairs and in study rooms is limited to the number of persons the furniture was designed for and the posted capacity of the room. Relocating library furniture or equipment is not allowed without the permission of library staff.
7. Patrons are expected to silence phones and limit use to the Library's front lobby area.
8. Covered, non-alcoholic beverages are allowed in the library, but not while using public computing stations. Eating is permitted in the Library's front lobby area. Deliveries of food are not permitted, and clean-up of refuse is required.
9. Prolonged or chronic sleeping is not permitted.
10. Damaging, defacing, or misusing library materials, equipment or facilities is prohibited.
11. Entering in a designated staff only space is not permitted without permission from library staff.
12. Viewing explicit or pornographic materials or websites on any device in the library is not allowed.
13. Engaging in excessive or disruptive conversations, talking loudly, using personal electronic equipment at such a volume or making ongoing noise that is unreasonably disturbing to other library users are not allowed.

14. Library staff has the right to monitor use of public access computers to ensure proper use. Inappropriate, illegal or unacceptable use of the library's computers, network and wireless network could result in temporary loss of computer and/or permanent loss of library privileges. Examples of prohibited uses include, but are not limited to, accessing files, passwords or data belonging to others; damaging or altering hardware or software; attempting to bypass any library-installed software in order to gain additional and/or inappropriate access, unauthorized reproduction of copyrighted, licensed or other protected material; misrepresenting one's identity; harassing or interfering with other library patrons; violation of any local, state, federal or international laws.

15. Selling, soliciting, surveying, distributing written materials, panhandling, canvassing or protesting for any political, charitable or religious purposes inside the library building or in a way that hinders clear, safe and uninterrupted access to the library is not allowed.

16. Responsibility for the welfare and behavior of minor children's whereabouts, browsing and reading selections, conduct, safety, and supervision while on Library premises is the responsibility of the parent or legal guardian.

17. Animals, except those designated as service animals by ADA, are not permitted in the Library.

18. Selling, soliciting, panhandling, or loitering is not allowed on Library premises.

19. Electioneering prohibitions, in accordance with State law include campaign materials, signs, banner and literature within 100 yards of any public entrance to the building. This will be instituted while the Library operates as a polling station.

20. The distribution of leaflets or posting of notices must be authorized by library administration.

21. Personal hygiene that materially disrupts others from using the library's facilities, collections or services is not permitted. Shaving, bathing or laundering clothes in public restrooms is not allowed.

22. Library patrons may not engage in behavior or take any action on library property which violates any federal, state or City of New Berlin statutes, codes or ordinances.

Violations of the Code of Conduct Policy may result in the temporary removal or the permanent expulsion of the patron from Library and/or the use of Library services. The Library's step process for those not following behavior expectations as defined in the Code of Conduct Policy is as follows:

- 1) Patrons exhibiting disruptive behavior will be given a warning.
- 2) If, after a second warning, the behavior continues, the patron will be asked to leave the library for the remainder of the day.

- 3) Recurring incidents may result in a temporary expulsion from the Library and/or services for a period of time from one month to one year. Extreme incidents may result in the involvement of law enforcement and/or may result in a permanent expulsion from the Library and/or Library services. Code of Conduct violations will be reviewed and expulsion determined at the sole discretion of the Library Director. The patron will be notified of temporary or permanent expulsion in writing and the patron may appeal the decision with the Library Board (*see Appendix A and B*).
- 4) Should an expulsion be appealed to the Library Board, the Library Board will review the violation of the Library Code of Conduct as reported in Appendix A and appealed in Appendix B. The Library Board may reinstate or uphold the recommendation of the Library Director. The Board's decision in appeal matters is final.
- 5) At any step, if the behavior is offensive or severe, subsequent action may be taken immediately by library staff, in accordance with applicable laws and/or library policies.

My Denial of Revocation,

Based on Extenuating Circumstances and Plausible Evidence of Misconduct.

In lieu of the unlikelihood that you'll accept "**I didn't know the rules.**" as a valid defense. I'm happy to break it all down for you.

Generally speaking, a Public Institution would show mercy to a disabled citizen, who's family paid significant property taxes and sales tax to the city of New Berlin to partially fund the New Berlin PUBLIC Library's trust fund (and I'm sure there were some significant private donors, as well); at least that would make logical sense. I will be filing a full complaint with the Chamber of Commerce and the New Berlin Police Department. Please consider any e-mail correspondence as part of my full investigation. You're under no legal obligation to comply with my **respectful** requests, however, I'm more than happy to escalate to individuals with the proper authority to answer the questions I have.

My information requests (as is appropriate under the assumption you are a public, nonprofit organization.)

1. Full financial disclosures concerning the "Trust Fund" that funds the Library and its Board of Trustees.

Including, **but not limited to**, any investment accounts, cash assets, dividends, liabilities, employee payrolls, and employee benefits (including unquantifiable noncash allocations) cash flow, and business expenditures.
2. A full background report on all of your employees and their closest associates.

Included in this report, I would like proof that all of the Librarians employed by the New Berlin Public Library that I've made contact with possess:

- A Valid **Master's Degrees in Library Science**, from an accredited, verifiable institution.

- Of particular interest, and to whom I made the most contacts with were:

1. Kate – Relationship described in attached PDFs.

(She received the bulk of my notes.)

2. Shannon – I left her a single ‘apology note’ for falling asleep.

3. Tiff – She printed off some very sensitive documents for me.

(Attached. High security, I hope she didn’t snoop.)

4. Natalie – Has continually harassed me for mild infractions.

5. A full background check on the Entire Board of Trustees (**both financial and social**).

Given the nature of my investigation, I find all these to be acceptable requests from a **publicly funded, nonprofit institution**.

3. I'm requesting these items because I've made a formal complaint with the FBI that was sent through the Library's Internet Connection, of which I sent copies of to the Library's Reference Librarian – ‘Tiff’ to print off for me through the Library's readily available information line.

- I find it very suspicious that I was arrested the next day while she was on the clock, right after having her print these sensitive documents the night before.

- I've also included a copy of the FBI Complaint that she had access to, viewed, and was able to format as she saw fit. I ended up sending a secondary PDF for her to print.

- The short version of the complaint is, that I'm a "targeted individual," and have essentially been squeezed within an inch of my viable life by party's unknown, for reasons unknown.

- The **public resources** the Library provides was my last resort and final attempt at rectifying my incredibly dangerous situation.

3. You've made claims that have unspecified definitions:

Please view my annotations and cross references of the above Revocation Letter and the attached Code of Conduct. I've marked all my additions in Red.

I've also made a few grammatical corrections to your Revocation Letter and Code of Conduct, simply for ease of reading. (I'm disabled.)

4. I ask that you have your surveillance technologies reviewed by an appropriate third party, **including but not limited to:**

Video Cameras

- During my 'loitering' on a Sunday afternoon, the officer confirmed he was unsure how the Library knew I was in front of the library using the publicly available internet, but he mentioned the Library may have security cameras. I'm aware that the internal parts of the building are "Under 24/7 Surveillance," as posted on the second floor. However, I have questions regarding the nature of these surveillance technologies. I have been unable to identify any video cameras during my many hours at the library.

Listening Devices

- I very often talk out loud to myself while in secluded areas. If there's any **recordings of me talking to myself** near the children's play room, on the second floor, I ask that they be released to me, immediately and **without** third party or Police review.

Motion Sensors

- I'm curious how I was identified as 'loitering' on a Sunday afternoon, in front of the Library. The police were called and I was asked to remove myself from the property. **I complied without argument.** I was using the Library's publically available internet, which still had powered and was broadcasting a signal, **for work purposes.**

Networking Surveillance

- While running a proprietary "Security Scan" of your Public (Guest) Internet, I found some **very questionable routers and security flaws in use**, as well as many questionable "Unknown Devices."
- **I've included my diagnostic scan** of the Library's Internet Connection (which is made available to the Public, with a very **nondescript and loose agreement procedure.**)

Once again, here is a breakdown of the Library's entire **Revocation Complaint as Cross-Referenced against the Code of Conduct**.

As a reminder, the Complaint will be coded in (Black), the Code of Conduct Bullet Points you've sighted will be coded (Green) and my Rebuttal, Explanation, or Apologies will be sighted in (Red). Various other color coding will be used for Emphasis.

Bullet A. Issuing personal notes to Library Staff that are **inappropriate**.

2. **Harassment** of the Library staff, volunteers and patrons is strictly prohibited.
15. Selling, soliciting, surveying, distributing written materials, panhandling, canvassing or **protesting** for any political, charitable or **religious purposes** inside the library building or in a way that hinders clear, safe and uninterrupted access to the library is not allowed.

Please define "Inappropriate" and how any of my conduct was "inappropriate" in regards to "my written notes."

My written correspondence with the reference desk receptionists was due to my inability to verbally communicate my questions and "reference needs." I suffer from a social disability. I'm diagnosed by a trained professional with Schizoaffective Disorder, and have self-diagnosed myself with Asperger's (a mild form of autism.) I fit all the criteria within the most current version of the DSM-5-TR.

I was under the impression that your "reference desk librarians" were "trained professionals" to meet the needs of a broad spectrum of library patrons with a variety of mental and physical disabilities, as well as normal individuals. If they felt uncomfortable interacting with my, admittedly, unique reference questions, I suggest you retrain them or send them back to school for further education. They clearly lack a basic understanding of social interactionism and how to properly communicate with special needs individuals.

I exposed several of your reference librarians with parts of my internal monologue to enable them to better serve my needs and data requests. The number one rule of any business is "understanding your customer." I am a customer of the New Berlin Public Library. It was my propagative, in order to receive the best information and cross references on my data requests, to fill them in with my 'train of thought.' Providing the best possible reference material to meet my needs is, literally their job.

Please define "harassment" and how any of my conduct was "harassment."

From my point of view, I'm the one being harassed for having a developmental and social disability. Certainly not the other way around. I don't have a violent or abusive gene in my body. I'm very meek and even tempered.

Please define "protest."

If, by "protest," you mean, you're offended that I'm "standing my ground" and "questioning your authority," then yes, I am protesting. As is my Constitutional Right, to peacefully protest.

Please note, my “gift of a Holy Bible,” to Kate was not for religious purposes:

In what kind of world do we live where gifting a Librarian, a brand new, unused Holy Bible, is considered “an inappropriate gift.” The Holy Bible is on the list of the most important historical documents/books in existence. I was under the impression that a Librarian would be flattered to receive such a beautiful book as a thank you gift. Did she also receive the accompanied “Thank You Card” that I directly addressed to her, and she alone would have understood the context of the message within? Or did the Librarian that I delivered it to (name unknown, drives a Maroon Civic), whom I respectfully asked to deliver directly to Kate, unread, cross a professional line and decide to read the “Thank You Card,” that I directly addressed as ‘private’ and for Kate’s eyes only? I have some questions about the professionalism of the employees at the New Berlin Public Library.

Bullet B. Bathing in Public Restroom, doing laundry, and leaving the space wet, requiring custodial care.

21. Personal hygiene that materially disrupts others from using the library’s facilities, collections or services is not permitted. Shaving, bathing or laundering clothes in public restrooms is not allowed.

I do admit to using the bathroom on the second floor to shave, brush my teeth, wash my hair, and to do light laundry. This is a normal part of my work day, and I was unaware that this was against the rules. I do apologize.

I was under the impression that public bathrooms are facilities intended to meet the public’s hygiene needs.

However, under no circumstances did I leave the bathroom in a state that “required custodial care.” I suffer from extreme OCD and I would never leave a shared, public area, “in a poorer condition than I found it in.”

Can you provide any proof that I was the one that left the bathroom in need of custodial care? I’ve compulsively and meticulously cleaned the toilet seats, sink countertop, and hand dryer on numerous occasions. This doesn’t seem to fit my general behavioral patterns. Are you sure someone else didn’t make the mess when it was reported. Was blamed instead of the real culprit, out of bias and prejudice? It sounds like someone made numerous unsubstantiated assumptions based on my “socially unacceptable, erratic and unpredictable” behavioral patterns. I’m sorry that most people don’t appreciate my unique working formula. However, my work and “disruptive” behaviors provide a net positive impact for society in almost every imaginable way. I am hyper efficient in everything I do.

Please define “materially disrupts.”

I’ve always stayed out of other patrons’ way, and have never allowed my hygiene needs to create an environment that caused “a line in the bathroom.” I’m not sure how I “materially disrupted” any other patrons. This accusation doesn’t sound like me, at all.

Please provide proof.

Bullet C. Removal of your shoes in the Library and related complaints from patrons about a “strong odor.”

Please define “strong odor.”

I personally find body odor and cigarette smoke to be a pleasant smell.

I find many women’s perfumes and shampoo scents to be repulsive.

Like an adult, if I don’t like the way someone smells, I move away from them.

Talk about a petty complaint.

I do admit to removing my shoes while in the Library.

I have a physical disability that requires that I remove my shoes to relieve pain in my feet/ankles.

I can provide a doctor’s note, to verify.

Shannon, a reference desk Librarian, is the Librarian that informed me of the complaint about removing my shoes. I questioned her on the double standard being set. I see many patrons enter the library with sandals and no socks, which is essentially the same thing I’m being accused of. I also questioned her on the definition of what a “shoe” is. She appeared offended that I was questioning her about the definition of a shoe. At the most fundamental level, a shoe is a piece of material that separates a person’s bare foot from the floor. At the time of the complaint, I was wearing socks, which is a piece of material that separates the bare foot from the floor.

I’ve also seen several patrons enter the library wearing “ballerina shoes” which are basically just thick socks. This sounds like a sexist double standard, and I am very disappointed with this “petty rule.”

Bullet D. Loitering, storing items at the Library and living at the Library or its adjacent grounds without permission.

18. Selling, soliciting, panhandling, or loitering is not allowed on Library premises.

We’ve already addressed the loitering issue, and I am now well informed of the Library’s definition of loitering. I promise not to visit Library property and use the Library’s Publicly available Internet in front of the building anymore. My deepest apologies.

I will address “storing items at the Library” in the “Welfare Meet up with NBPD” section.

Bullet E. Welfare meet-up with the NBPD and warning of behavior to include: Library expectations and using the Library for its intended use, importance of following the Library’s Code of Conduct Policy, not using the Library and grounds for living or hygiene purposes,

inappropriate gifts to staff, inappropriate attention to staff. At this meeting with the NBPd, a Bible and personal journal were returned; *NBPd Report: Filed 8/29/23*

2. Harassment of the Library staff, volunteers and patrons is strictly prohibited.
3. Behavior that disrupts or hinders public use of the library or library property is prohibited. This includes, but is not limited to, loud, boisterous behavior, verbal or physical harassment, running, fighting, being under the influence of or having possession of alcohol or illegal substances.
4. Following or staring in such a manner that the performance of staff duties or use of Library services by visitors is disrupted is not allowed.
15. Selling, soliciting, surveying, distributing written materials, panhandling, canvassing or protesting for any political, charitable or religious purposes inside the library building or in a way that hinders clear, safe and uninterrupted access to the library is not allowed.
18. Selling, soliciting, panhandling, or loitering is not allowed on Library premises.
21. Personal hygiene that materially disrupts others from using the library's facilities, collections or services is not permitted. Shaving, bathing or laundering clothes in public restrooms is not allowed.

Please define "the library's intended purposes"

I was utilizing the PUBLIC LIBRARY for work purposes, from 9 A.M. until 9 P.M on an almost daily, and consistent schedule.

Please compare my "disruptive behavior" as a ratio compared to the "number of working hours I've spent in the library" and then compare this number to the "average patron."

If you do the math, my conduct at the Library, as a ratio of time spent versus the alleged complaints, is likely somewhere in the range of "Exceptional."

Please note, that I've seen several mothers' utilize the children's play room, let their children trash the place, and then leave without cleaning up after them. And then you send your paid Cleaning Lady in to clean up after their poor conduct, on a daily basis. I'm nowhere near as disruptive, as compared to the time and energy required of the Library's employee (she deserves a raise, for the record), for cleaning up after the irresponsible parents you allow to come and go as they please. Please stop setting double standards for the Library's code enforcement simply because you don't like me. If you're going to enforce rules for me, I expect them to be enforced for everyone. This is how a fair and justified, accountable society, functions. The Public Library is the one place in the world where I would expect such adamant adherence to the code of conduct to be held. Please take a hard look in the mirror and reconsider the justifications for your poor treatment of me. I really don't appreciate you turning a blind eye to the wealthy parents/patrons, and shoving all the blame on me. Talk about unjustified and inappropriate

behavior. In fact, it sounds very prejudice. I'm sure your attorneys will love that word. Have fun arguing against this one.

I was not "knowingly" living on Library Grounds.

I had a "camp" set up on the east side of the Library's property behind the Boulder on the property line "near the garden."

I was unaware that this particular patch of dirt was Library Property. Generally speaking, property lines end where the power lines/gas lines run underground.

Unbeknownst to me, the Library owns the rights to the "easement" to the east of the Library, I thought this was Public Property.

During my second contact with the New Berlin Police Department, the day I was escorted out of the building and was finally served the official "Code of Conduct," the officer identified the property line for me, and informed me that the 'easement' was property of the New Berlin Public Library. He verified this using the Police Departments GIS mapping system. When presented with factual evidence, I quickly packed up my belongings and left my "camp" without complaint or resistance.

Hygiene Purposes – I already addressed this issue.

Inappropriate Gifts to Staff – I've already addressed this issue.

Please define "inappropriate attention to staff."

- A. I only ever spoke to staff members concerning "Reference Requests" or "Library Business."
- B. I've never had conversations outside of a professional capacity with any of your staff members.
- C. Based on the syntax and rhetoric of this particular "Rule" – I'm going to assume you mean any sort of "unprofessional advances."
 - a. No such conduct has ever occurred while on Library Property.

Bullet F. Loitering near staff entrance and exit during staff arrival and departure; Police were asked to be available at closure to make sure closing staff were able to feel safe getting to their vehicles.

3. Behavior that disrupts or hinders public use of the library or library property is prohibited. This includes, but is not limited to, loud, boisterous behavior, verbal or physical harassment, running, fighting, being under the influence of or having possession of alcohol or illegal substances.

4. Following or staring in such a manner that the performance of staff duties or use of Library services by visitors is disrupted is not allowed.

18. Selling, soliciting, panhandling, or loitering is not allowed on Library premises.

I remember this day in question particularly well. I arrived at the library early and needed to use to Internet while I waited for the Library to Open. I found a location near the Employee Entrance that was close enough to the building to get a good internet signal, and was also in direct sunlight; I was cold, and needed to dry out my clothing. I have never exhibited violent or abusive behavior, and the Library employee's fear of me is unsubstantiated. I did not hinder public use of the library; I've never been verbally abusive nor have I ever physically harassed any of your employees. The only time I've ever touched one of your employees was when I accidentally, and very lightly, brushed Sarah's hand while she was handing me back some paperwork. I felt very ashamed of myself, as I'm incredibly uncomfortable with physical touch in a professional capacity. This is the standard I hold myself to, and I am very disappointed in any sort of rumors or outright lies that may have been told about my behavior toward your employees.

I've never followed or stared at any of your staff in a manner that disrupted the Library's employee's ability to function at their jobs. In fact, I have extreme difficulty maintaining prolonged eye contact. This is a primary symptom of autism.

I've never tried to sell anything, solicit any sort of services, nor asked for handouts (panhandled) while at the Library.

We've already addressed my alleged loitering issue.

Bullet G. Prolonged or chronic sleeping.

9. Prolonged or chronic sleeping is not permitted.

Please define both "prolonged" and "chronic."

I regularly take power naps throughout my work day when I'm processing particularly difficult problems. The Library's "rule" about sleeping is vague and exploitive. Without stating actual numbers, this rule is left up to the Library's employees discretion, which can be influenced by any number of factors. Again, I feel like I'm being attacked for exhibiting behaviors I've seen plenty of other patrons participate in.

Bullet H. Complaint from library user about a person, identified as being you, sleeping on the library grounds.

18. Selling, soliciting, panhandling, or loitering is not allowed on Library premises.

When approached by the Police about this particular incident, it was cited as a welfare check, not a complaint. I've made contact with the man that called me in, and I've never seen him use the Library. He has severe dementia. He originally told me his name was "Jingles" and later changed it to something else. He lives in the adjacent Condominiums. I had to sleep under the awning near the front entrance due to a rain storm. I'm homeless. This is public and police knowledge.

Kate is also aware that I am homeless. The Police said it was OKAY to sleep under the protective roofing during rain storms.

Bullet I. Complaints about your conduct and behavior, described as erratic and unpredictable; at times calm and other times, agitated causing *Code of Conduct, bullet #3*;

3. Behavior that disrupts or hinders public use of the library or library property is prohibited. This includes, but is not limited to, loud, boisterous behavior, verbal or physical harassment, running, fighting, being under the influence of or having possession of alcohol or illegal substances.

Nothing about my conduct is “erratic or unpredictable.” More than 99.99 percent of the time, I am a calm, even keeled individual. The only time I may have been considered “agitated” was when a New Berlin Public Library employee failed to document the return of a “Bow and Arrow Kit” that I checked out, and returned 8 hours later. This is an incredibly expensive item that I had to sign a waiver for to check out. I became mildly ‘agitated’ when it came up on my account as “missing.” This is an entirely justifiable reason to become ‘agitated.’ I told the blonde, older woman, that works the front desk that ‘this is unacceptable.’ She informed me she would ‘look into it.’

Nothing in Code of Conduct Rule Number Three applies to me. I am a calm, well collected, professional individual.

Bullet J. Leaving belongings, spread out and unattended around the Library’s public use areas, grounds and patio area *Code of Conduct, bullet #3*;

3. Behavior that disrupts or hinders public use of the library or library property is prohibited. This includes, but is not limited to, loud, boisterous behavior, verbal or physical harassment, running, fighting, being under the influence of or having possession of alcohol or illegal substances.

We’ve already addressed most of these issues. I did leave a small cache of supplies that I use on a daily basis behind a chair in the rear corner near the Children’s Area on the second floor. I’ve never seen anyone use this particular chair, and no one would have known I left anything stored behind this particular chair unless I was being monitored and “targeted” for reasons to exempt me from my Library privileges.

Bullet K. Leering, walking on the curbs and dancing in the Library parking lot, green space and patio area, *Code of Conduct, bullet #3, #4*;

3. Behavior that disrupts or hinders public use of the library or library property is prohibited. This includes, but is not limited to, loud, boisterous behavior, verbal or physical harassment, running, fighting, being under the influence of or having possession of alcohol or illegal substances.

4. Following or staring in such a manner that the performance of staff duties or use of Library services by visitors is disrupted is not allowed.

I've never leered at anyone, I've never danced in the Library parking lot, and I frequently walk on curbs to work on my balance for physical rehabilitative reasons. I'm a survivor of a very painful suicide. I can provide a Doctor's Note for this.

Bullet L. Peering in windows, *Code of Conduct*, bullet #4;

4. Following or staring in such a manner that the performance of staff duties or use of library services by visitors is disrupted is not allowed.

Sorry if the Library's staff can't handle minor distractions, that's an employee issue. I'm a disabled private citizen with special needs.

Bullet M. Eating, preparing and leaving food items, unattended inside the Library, *Code of Conduct*, bullet #8;

8. Covered, non-alcoholic beverages are allowed in the library, but not while using public computing stations. Eating is permitted in the Library's front lobby area. Deliveries of food are not permitted, and clean-up of refuse is required.

I was given express permission to prepare and eat food on the second floor 'as long as I did it quietly.' I have always rinsed out all of my steel cans, plastic bags, and glass/plastic containers and recycled them, as is appropriate.

Bullet N. Complaint and Removal from Premises: Inappropriate, aggressive and demanding language in email, notes and conversations with staff; NBPD Report: E23020266 Filed 9/14/23 *Code of Conduct*, bullet #2, #3

2. Harassment of the Library staff, volunteers and patrons is strictly prohibited.

3. Behavior that disrupts or hinders public use of the library or library property is prohibited. This includes, but is not limited to, loud, boisterous behavior, verbal or physical harassment, running, fighting, being under the influence of or having possession of alcohol or illegal substances.

As I've already thoroughly explained, I'm guilty of none of these.

Please consider this my **final appeal**. A year ban from the Library for my minor infractions and misunderstandings is, unacceptable.

P.S –” When we move to revoke privileges from Library patrons, they have exceeded the number of warnings and have shown unable to comply with the Library’s Code of Conduct Policy.”

I was never informed of a ‘Point System.” What exactly, is the point system the Library uses? You should make this clear to patrons before deeming someone guilty of misconduct.

Thanks, I appreciate your cooperation in this matter.
Looking forward to my rights being restored, ASAP.
Darren Matthew Blair

**FEDERAL BUREAU OF INVESTIGATION**

Victim Information

Name:	Darren Blair
Are you reporting on behalf of a business?	Yes
Business Name:	Blair Lawn Care
Is the incident currently impacting business operations?	Yes
Age:	30 - 39
Address:	1555 S. 171st Street
Address (continued):	
Suite/Apt./Mail Stop:	
City:	New Berlin
County:	Waukesha
Country:	United States of America
State:	Wisconsin
Zip Code/Route:	53151
Phone Number:	2622692382
Email Address:	matthewblairdarren@gmail.com
Business IT POC, if applicable:	BlairDarren@outlook.com
Other Business POC, if applicable:	

Description of Incident

Provide a description of the incident and how you were victimized. Provide information not captured elsewhere in this complaint form.

I'm looking for some forensic analysis of a CD-ROM in my possession for any meta data that can help me build a case. Looking for information that may be latent in the disc that could help me identify the computer it was burned on, whether or not it can help me identify my ISP that was used for the majority of the computers life, whether or not the NSA has any copies of my Internet Traffic, copies of the hard drive. I'm under the impression I downloaded some early internet trojan horses/machine learning algorithms/early versions of Government AI systems. I believe my computer was infected, and I was subsequently subjected to illegal "epileptic neural coding." This is a very serious inquiry. I'm a high risk individual and am being targeted. Please proceed with caution.

Information About The Subject(s) Who Victimized You

Name: Darren Blair
Business Name: Blair Lawn Care
Address: 1555 S. 171st Street
Address (continued):
Suite/Apt./Mail Stop:
City: New Berlin
Country: United States of America
State: Wisconsin
Zip Code/Route: 53151
Phone Number:
Email Address: matthewblairdarren@gmail.com
Website:
IP Address:

Other Information

If an email was used in this incident, please provide a copy of the entire email including full email headers.

[No response provided]

Are there any other witnesses or victims to this incident?

Plenty. High Security.

If you have reported this incident to other law enforcement or government agencies, please provide the name, phone number, email, date reported, report number, etc.

Clandestine.

Check here if this an update to a previously filed complaint: ☐

Who Filed the Complaint

Were you the victim in the incident described above? Yes

Name:

Business Name:

Phone Number:

Email Address:

Digital Signature

By digitally signing this document, I affirm that the information I provided is true and accurate to the best of my knowledge. I understand that providing false information could make me subject to fine, imprisonment, or both. (Title 18, U.S.Code, Section 1001)

Digital Signature: Darren Blair

Thank you. Your complaint was submitted to the IC3. Please save or print a copy of your complaint before closing this window. ***This is the only time you will have to make a copy of your complaint.***

[FAQs](#)[Disclaimer](#)[Privacy Notice](#)[About IC3](#)

Hello Kate,

First and foremost I'd like to thank you for your dedicated service to the community I live in. You strike me as a well put together and intelligent woman. I respect your opinions and input. As I mentioned, I struggle with autism.

I'm essentially a social retard.

For the past few days I've been feeling particularly guilty about your reaction to me calling you "him." I've always used the title as a term of endearment.

If I told you I was a woman trapped in a man's body, would you have responded differently?

Why or why not?

I encourage you to be honest; for science.

Hi Darin-

I appreciate your honesty - and of course - compliments. Thank you!

To answer your question: I guess I'm not sure. That's not something that women are in my professional life as I wouldn't really have any experience to draw from. I prefer that people (which usually turn out to be men) don't use any terms other than "mom", "miss", etc because in my experience, it usually escalates to more pet names, personal questions, and other behavior that ~~they~~ is ~~is~~ inappropriate/unprofessional, or otherwise makes me feel uncomfortable. →

PrintWindows Network Diagnostics Publisher details

Issues found

This computer is set to manually connect to "nbpl-patron" This computer is set to manually connect to "nbpl-patron"

To automatically connect to a network, you need to change the network settings. Not fixed Not Fixed

Connect to nbpl-patron automatically in the future Failed

Connect to nbpl-patron without updating settings Failed

This computer is set to manually connect to "Starbucks WiFi" This computer is set to manually connect to "Starbucks WiFi"

To automatically connect to a network, you need to change the network settings. Not fixed Not Fixed

Connect to Starbucks WiFi without updating settings Failed

Connect to Starbucks WiFi automatically in the future Completed

Issues found Detection details

5 This computer is set to manually connect to "nbpl-patron" Not fixed Not Fixed

To automatically connect to a network, you need to change the network settings.

Connect to nbpl-patron automatically in the future Failed

Your PC isn't set up to connect automatically to this network. Select Apply this fix to connect automatically when the network is in range.If you'd rather continue connecting manually, select Skip this step

Connect to nbpl-patron without updating settings Failed

5 This computer is set to manually connect to "Starbucks WiFi" Not fixed Not Fixed

To automatically connect to a network, you need to change the network settings.

Connect to Starbucks WiFi without updating settings Failed

Connect to Starbucks WiFi automatically in the future Completed

Your PC isn't set up to connect automatically to this network. Select Apply this fix to connect automatically when the network is in range.If you'd rather continue connecting manually, select Skip this step

InformationalNetwork Diagnostics Log

File Name: A3D3B92D-EC47-4F31-835E-AE4419C376B7.Repair.1.etl

Detection details Expand

InformationalDiagnostics Information (Network Adapter)

Details about network adapter diagnosis:

Network adapter Wi-Fi driver information:

Description : Realtek RTL8821CE 802.11ac PCIe Adapter
Manufacturer : Realtek Semiconductor Corp.
Provider : Realtek Semiconductor Corp.
Version : 2023.66.1104.2017
Inf File Name : C:\WINDOWS\INF\oem50.inf
Inf File Date : Friday, April 20, 2018 4:22:36 AM
Section Name : HP8821ce.ndi
Hardware ID : pci\ven_10ec&dev_c821&subsys_831a103c
Instance Status Flags : 0x180200a
Device Manager Status Code . . : 0
IfType : 71
Physical Media Type : 9

InformationalDiagnostics Information (Network Adapter)

Details about network adapter diagnosis:

Network adapter Bluetooth Network Connection driver information:

Description : Bluetooth Device (Personal Area Network)
Manufacturer : Microsoft
Provider : Microsoft
Version : 10.0.19041.2846
Inf File Name : C:\WINDOWS\INF\bthpan.inf
Inf File Date : Wednesday, August 30, 2023 2:42:27 AM
Section Name : BthPan.Install
Hardware ID : bth\ms_bthpan
Instance Status Flags : 0x180200a
Device Manager Status Code . . : 0
IfType : 6
Physical Media Type : 10

InformationalDiagnostics Information (Wireless Connectivity)

Details about wireless connectivity diagnosis:

Information for connection being diagnosed

Interface GUID: 5c6efbbd-98d7-44f0-8554-f157c5d1309d

Interface name: Realtek RTL8821CE 802.11ac PCIe Adapter

Interface type: Native Wi-Fi

Connection incident diagnosed

Auto Configuration ID: 1

List of visible access point(s): 44 item(s) total, 44 item(s) displayed

BSSID	BSS Type	PHY	Signal(dB)	Chnl/freq	SSID
24-C9-A1-9F-28-F8	Infra	<unknown>	-73	11	tav
24-C9-A1-1F-28-F8	Infra	<unknown>	-74	11	nbpl-staff
24-C9-A1-5F-28-F8	Infra	<unknown>	-76	11	nbpl-patron
24-C9-A1-DF-28-F8	Infra	<unknown>	-80	11	handweavers
24-C9-A1-5F-28-28	Infra	<unknown>	-84	11	nbpl-patron
14-ED-BB-2A-3A-75	Infra	<unknown>	-106	11	stark tower
BE-FB-E4-D7-30-3D	Infra	<unknown>	-86	11	NB YMCA-Guest
24-C9-A1-60-96-08	Infra	<unknown>	-76	1	nbpl-patron
24-C9-A1-E0-96-08	Infra	<unknown>	-76	1	handweavers
24-C9-A1-A0-96-08	Infra	<unknown>	-103	1	tav
24-C9-A1-20-96-08	Infra	<unknown>	-76	1	nbpl-staff
24-C9-A1-5F-27-D8	Infra	<unknown>	-78	1	nbpl-patron
24-C9-A1-9F-27-D8	Infra	<unknown>	-79	1	tav
24-C9-A1-DF-27-D8	Infra	<unknown>	-81	1	handweavers
24-C9-A1-1F-27-D8	Infra	<unknown>	-78	1	nbpl-staff
08-D5-9D-92-52-AE	Infra	<unknown>	-86	6	MySpectrumWiFi8-2G
24-C9-A1-60-F8-08	Infra	<unknown>	-46	6	nbpl-patron
24-C9-A1-E0-F8-08	Infra	<unknown>	-46	6	handweavers
24-C9-A1-A0-F8-08	Infra	<unknown>	-45	6	tav
24-C9-A1-20-F8-08	Infra	<unknown>	-47	6	nbpl-staff
FC-12-63-B5-B7-AB	Infra	<unknown>	-84	6	Akshit@2010
24-C9-A1-60-96-0C	Infra	<unknown>	-88	5745000	nbpl-patron
24-C9-A1-1F-27-DC	Infra	<unknown>	-83	5745000	nbpl-staff
24-C9-A1-5F-27-DC	Infra	<unknown>	-83	5745000	nbpl-patron
24-C9-A1-DF-27-DC	Infra	<unknown>	-83	5745000	handweavers
24-C9-A1-9F-27-DC	Infra	<unknown>	-83	5745000	tav
24-C9-A1-60-F8-0C	Infra	<unknown>	-59	5220000	nbpl-patron
24-C9-A1-E0-F8-0C	Infra	<unknown>	-59	5220000	handweavers

24-C9-A1-A0-F8-0C	Infra	<unknown>	-59	5220000	tav
24-C9-A1-20-F8-0C	Infra	<unknown>	-58	5220000	nbpl-staff
24-C9-A1-5F-28-FC	Infra	<unknown>	-85	5180000	nbpl-patron
24-C9-A1-1F-28-FC	Infra	<unknown>	-88	5180000	nbpl-staff
24-C9-A1-DF-28-FC	Infra	<unknown>	-86	5180000	handweavers
24-C9-A1-9F-28-FC	Infra	<unknown>	-86	5180000	tav
24-C9-A1-DF-28-28	Infra	<unknown>	-82	11	handweavers
24-C9-A1-9F-28-28	Infra	<unknown>	-84	11	tav
B4-FB-E4-D7-52-8E	Infra	<unknown>	-84	11	NB YMCA
BE-FB-E4-D7-52-8E	Infra	<unknown>	-88	11	NB YMCA-Guest
7C-DB-98-6C-7A-1D	Infra	<unknown>	-98	11	MySpectrumWiFi1F-2G
BA-FB-E4-D7-50-84	Infra	<unknown>	-90	6	YMCA AO
BE-FB-E4-D7-50-84	Infra	<unknown>	-90	6	NB YMCA-Guest
24-C9-A1-E0-96-0C	Infra	<unknown>	-88	5745000	handweavers
24-C9-A1-A0-96-0C	Infra	<unknown>	-90	5745000	tav
24-C9-A1-20-96-0C	Infra	<unknown>	-86	5745000	nbpl-staff

Connection History

Information for Auto Configuration ID 1

List of visible networks: 8 item(s) total, 8 item(s) displayed

BSS Type	PHY	Security	Signal(RSSI)	Compatible	SSID
Infra	<unknown>	Yes	100	Yes	handweavers
Infra	<unknown>	Yes	100	Yes	tav
Infra	<unknown>	No	100	Yes	nbpl-patron
Infra	<unknown>	Yes	100	Yes	nbpl-staff
Infra	<unknown>	Yes	5	Yes	NB YMCA
Infra	<unknown>	No	12	Yes	NB YMCA-Guest
Infra	<unknown>	Yes	2	Yes	MySpectrumWiFi1F-2G
Infra	<unknown>	Yes	10	Yes	YMCA AO

List of preferred networks: 3 item(s)

Profile: Starbucks WiFi

SSID: Starbucks WiFi

SSID length: 14

Connection mode: Infra

Security: No

Set by group policy: No

Connect even if network is not broadcasting: No

Connectable: No

Reason: 0x00028001

Profile: nbpl-patron

SSID: nbpl-patron
SSID length: 11
Connection mode: Infra
Security: No
Set by group policy: No
Connect even if network is not broadcasting: No
Connectable: No
Reason: 0x00028001
Profile: motorola one 5G UW ace_6203
SSID: motorola one 5G UW ace_6203
SSID length: 27
Connection mode: Infra
Security: Yes
Set by group policy: No
Connect even if network is not broadcasting: No
Connectable: No
Reason: 0x00028001

InformationalDiagnostics Information (Wireless Connectivity)

Details about wireless connectivity diagnosis:

For complete information about this session see the wireless connectivity information event.

Helper Class: Auto Configuration

Initialize status: Success

Information for connection being diagnosed

Result of diagnosis: No problem found

InformationalNetwork Diagnostics Log

File Name: A3D3B92D-EC47-4F31-835E-AE4419C376B7.Diagnose.0.etl

InformationalOther Networking Configuration and Logs

File Name: NetworkConfiguration.cab

Collection information

Computer Name: EVAEYE

Windows Version: 10.0

Architecture: x64

Time: Monday, September 11, 2023 9:41:40 AM

Publisher details Expand

Windows Network Diagnostics

Detects problems with network connectivity.

Package Version: 4.0

Publisher: Microsoft Windows