

Library Board Meeting Agenda



March 16, 2026 - 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**-----
Items under the Consent Agenda have passed unanimously by the Library Board. Items not passed by a unanimous vote will be removed from consent agenda and will be considered separately.
 - A. Approval of minutes
 - i. Meeting Minutes: **Monday, February 16, 2026**
 - B. Next meeting date: **Monday, April 20, 2026**
 - C. Approval of Bills and Invoices
6. **END CONSENT AGENDA**-----
7. **ADMINISTRATIVE REPORTS**
 - A. President's Report
 - B. Director's Report
8. **OLD BUSINESS**
 - A. Waukesha County Library Services Plan Update
9. **NEW BUSINESS**
 - A. Create Ad Hoc Committees for (1) Library Director Evaluation and (2) Library Board Officer Nominations
10. **ANNOUNCEMENTS**
11. **ADJOURN**

Additional Information

- The agenda packet, including supplemental information related to agenda items, is available online at www.NewBerlinWI.gov. Once finalized by the governing body, approved meeting minutes will also be posted online.
- Agenda items may be taken out of order at the governing body's discretion.

- Members, and possibly a quorum, of other municipal governmental bodies may attend this meeting to gather information. However, no action will be taken by any governmental body other than the one referenced in this notice.
- Accommodations will be provided under the Americans with Disabilities Act (ADA) to meet the needs of individuals with disabilities. If you require assistance or appropriate aids and services, please contact the Office of the City Clerk at (262) 786-8610 with reasonable notice.

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2026/2 TO 2026/2											
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	PAYABLES	CHECK	DESCRIPTION			
15810000											LIBRARY
15810000 53040											TELEPHONE/CELL PHONE
302074 AT&T	1086723111	0	2026 2	INV	P	532.79	022526	282165	INTERNET-LIB 2/7/26		
302074 AT&T	262785481702	0	2026 2	INV	P	145.65	022526	282163	FONES/LANDLINE-LIB		
						678.44					
						ACCOUNT TOTAL		678.44			
15810000 54010											R&M BLDGS & GROUNDS
021028 MILWAUKEE PLUMBING	581084	0	2026 2	INV	P	2,295.00	022526	282232	WAER HEATER INSTALL		
						ACCOUNT TOTAL		2,295.00			
15810000 54030											MAINTENANCE CONTRACT
003228 BATZNER PEST CONTR	91623307	0	2026 2	INV	P	135.85	022526	282167	PESTCNTRL-LIB 2/4/2		
014113 K-12 TECHNOLOGY GROU	97085	0	2026 2	INV	P	692.52	022526	282218	SIMPLIFY IT-LIB 2/1		
						ACCOUNT TOTAL		828.37			
15810000 54060											MARKETING
015580 AMAZON CAPITAL SERVI	1R77-FKG3-1HGN	0	2026 2	INV	P	21.99	022526	282159	VARIOUS TITLES-LIB		
015580 AMAZON CAPITAL SERVI	1YVG-VGG3-34X3	0	2026 2	INV	P	19.96	022526	282159	VARIOUS TITLES/PROG		
						41.95					
						ACCOUNT TOTAL		41.95			
15810000 54080											LEASES EQUIPMENT
362301 GREAT AMERICA FINANC	41283610	0	2026 2	INV	P	459.86	022526	282203	COPIER LEASE/USAGE-		
						ACCOUNT TOTAL		459.86			
15810000 54110											SUPPLIES
015580 AMAZON CAPITAL SERVI	1R77-FKG3-1HGN	0	2026 2	INV	P	87.88	022526	282159	VARIOUS TITLES-LIB		
015580 AMAZON CAPITAL SERVI	1YVG-VGG3-34X3	0	2026 2	INV	P	371.27	022526	282159	VARIOUS TITLES/PROG		
						459.15					
269611 FRIENDS OF NEW	FOL MEMBERSHIP PRIZE	0	2026 2	INV	P	20.00	022526	282196	MEMBERSHIP PRIZE/PA		
						ACCOUNT TOTAL		479.15			
15810000 54230											LIBRARY MATERIALS
001613 GALE CENGAGE LEARNIN	999102298386	0	2026 2	INV	P	166.44	022526	282198	VARIOUS TITLES-LIB		
001613 GALE CENGAGE LEARNIN	999102312660	0	2026 2	INV	P	146.95	022526	282198	VARIOUS TITLES-LIB		
001613 GALE CENGAGE LEARNIN	999102312662	0	2026 2	INV	P	149.20	022526	282198	VARIOUS TITLES-LIB		
001613 GALE CENGAGE LEARNIN	999102332349	0	2026 2	INV	P	27.74	022526	282198	VARIOUS TITLES-LIB		
001613 GALE CENGAGE LEARNIN	999102337592	0	2026 2	INV	P	51.73	022526	282198	VARIOUS TITLES-LIB		
001613 GALE CENGAGE LEARNIN	999102348147	0	2026 2	INV	P	53.23	022526	282198	VARIOUS TITLES-LIB		
001613 GALE CENGAGE LEARNIN	999102348149	0	2026 2	INV	P	78.72	022526	282198	VARIOUS TITLES-LIB		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2026/2 TO 2026/2											
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	PAYABLES	CHECK	DESCRIPTION			
						674.01					
011583	CAVENDISH SQUARE	CAL354844I	0	2026	2	INV P	186.03	022526	282170	VARIOUS TITLES-LIB	
015580	AMAZON CAPITAL SERVI	16JN-CLVW-DKJQ	0	2026	2	INV P	49.50	022526	282159	VARIOUS TITLES-LIB	
015580	AMAZON CAPITAL SERVI	17QQ-F6D9-FHKY	0	2026	2	INV P	19.61	022526	282159	VARIOUS TITLES-LIB	
015580	AMAZON CAPITAL SERVI	1C1P-JMYQ-11YY	0	2026	2	INV P	37.67	022526	282159	VARIOUS TITLES-LIB	
015580	AMAZON CAPITAL SERVI	1FT7-QQFK-XLWF	0	2026	2	INV P	43.52	022526	282159	VARIOUS TITLES-LIB	
015580	AMAZON CAPITAL SERVI	1R77-FKG3-1HGN	0	2026	2	INV P	404.06	022526	282159	VARIOUS TITLES-LIB	
015580	AMAZON CAPITAL SERVI	1RT4-DRTQ-KY7L	0	2026	2	INV P	7.30	022526	282159	VARIOUS TITLES-LIB	
015580	AMAZON CAPITAL SERVI	1WH1-XCQT-WKGW	0	2026	2	INV P	56.57	022526	282159	VARIOUS TITLES-LIB	
015580	AMAZON CAPITAL SERVI	1YVG-VGG3-34X3	0	2026	2	INV P	915.58	022526	282159	VARIOUS TITLES/PROG	
015580	AMAZON CAPITAL SERVI	1YVJ-3YWN-TFWP	0	2026	2	INV P	14.92	022526	282159	VARIOUS TITLES-LIB	
						1,548.73					
350982	T-MOBILE	970673785 FEB2026	0	2026	2	INV P	613.22	022526	282261	INTERNET/HOTSPOTS-L	
361291	MIDWEST TAPE	508111860	0	2026	2	INV P	142.44	022526	282231	VARIOUS TITLES-LIB	
361291	MIDWEST TAPE	508221730	0	2026	2	INV P	14.99	022526	282231	VARIOUS TITLES-LIB	
361291	MIDWEST TAPE	508371245	0	2026	2	INV P	206.69	022526	282231	VARIOUS TITLES-LIB	
361291	MIDWEST TAPE	508422399	0	2026	2	INV P	581.36	022526	282231	VARIOUS TITLES-LIB	
						945.48					
ACCOUNT TOTAL						3,967.47					
ORG 15810000 TOTAL						8,750.24					
FUND 0010 GENERAL FUND						TOTAL:	8,750.24				

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

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2026/3 TO 2026/3										
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	PAYABLES	CHECK	DESCRIPTION		
15810000								LIBRARY		
15810000	54010							R&M BLDGS & GROUNDS		
004049	FRISCH, MICHAEL J &	5012	0	2026	3	INV P	1,400.00	031126	282340	2ND FLOOR LIB WALL
004049	FRISCH, MICHAEL J &	5014	0	2026	3	INV P	2,075.00	031126	282340	PAINTING/SUPPLIES-L
							3,475.00			
							ACCOUNT TOTAL			3,475.00
15810000	54030									MAINTENANCE CONTRACT
026400	ITU ABSORB TECH	8685695	0	2026	3	INV P	94.48	031126	282362	MATS-LIB 2/23/26
387851	SIEMENS INDUSTRY INC	5332316418	0	2026	3	INV P	1,371.00	031126	282403	CONTRACT/FIRE SERV
							ACCOUNT TOTAL			1,465.48
15810000	54060									MARKETING
015580	AMAZON CAPITAL SERVI	113G-R4YN-NYMW	0	2026	3	INV P	32.43	031126	282305	VARIOUS TITLES/PROG
015580	AMAZON CAPITAL SERVI	11F6-F3RQ-1N14	0	2026	3	INV P	34.47	031126	282305	VARIOUS TITLES/PROG
							66.90			
							ACCOUNT TOTAL			66.90
15810000	54110									SUPPLIES
015580	AMAZON CAPITAL SERVI	113G-R4YN-NYMW	0	2026	3	INV P	238.44	031126	282305	VARIOUS TITLES/PROG
015580	AMAZON CAPITAL SERVI	11F6-F3RQ-1N14	0	2026	3	INV P	118.58	031126	282305	VARIOUS TITLES/PROG
							357.02			
							ACCOUNT TOTAL			357.02
15810000	54230									LIBRARY MATERIALS
001613	GALE CENGAGE LEARNIN	999102408979	0	2026	3	INV P	56.23	031126	282341	VARIOUS TITLES-LIB
001613	GALE CENGAGE LEARNIN	999102444793	0	2026	3	INV P	48.00	031126	282341	VARIOUS TITLES-LIB
							104.23			
008180	FINDAWAY WORLD	526513	0	2026	3	INV P	1,324.78	031126	282338	VARIOUS TITLES-LIB
014379	THE WEEK	2026SUBSCRIP RENEWAL	0	2026	3	INV P	249.00	031126	282410	2026 SUBSCRIP RENEW
015580	AMAZON CAPITAL SERVI	113G-R4YN-NYMW	0	2026	3	INV P	696.72	031126	282305	VARIOUS TITLES/PROG
015580	AMAZON CAPITAL SERVI	14FK-NWKP-M1XT	0	2026	3	INV P	38.07	031126	282305	VARIOUS TITLES-LIB
015580	AMAZON CAPITAL SERVI	14K4-WYLR-4V6X	0	2026	3	INV P	35.07	031126	282305	VARIOUS TITLES-LIB
015580	AMAZON CAPITAL SERVI	14XX-4RW4-GN6Q	0	2026	3	INV P	12.99	031126	282305	VARIOUS TITLES-LIB
015580	AMAZON CAPITAL SERVI	17FQ-7PXG-GMCG	0	2026	3	INV P	15.40	031126	282305	VARIOUS TITLES-LIB
015580	AMAZON CAPITAL SERVI	19K1-KNKF-HMN1	0	2026	3	INV P	48.54	031126	282305	VARIOUS TITLES-LIB
015580	AMAZON CAPITAL SERVI	19N3-G69D-L4C7	0	2026	3	INV P	74.67	031126	282305	VARIOUS TITLES-LIB
015580	AMAZON CAPITAL SERVI	1CNN-NL7H-XYTT	0	2026	3	INV P	25.33	031126	282305	VARIOUS TITLES-LIB
015580	AMAZON CAPITAL SERVI	1D99-PH7T-Q4Q7	0	2026	3	CRM P	-15.48	031126	282305	RET PURCH CRDIT-LIB
015580	AMAZON CAPITAL SERVI	1FMY-QMLG-LVNQ	0	2026	3	INV P	35.19	031126	282305	VARIOUS TITLES-LIB

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2026/3 TO 2026/3													
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	PAYABLES	CHECK	DESCRIPTION					
015580 AMAZON CAPITAL SERVI	1K4C-KY1P-WWR9	0	2026 3	INV	P	14.27 031126	282305	VARIOUS TITLES-LIB					
015580 AMAZON CAPITAL SERVI	1LF6-F3RQ-1N14	0	2026 3	INV	P	682.40 031126	282305	VARIOUS TITLES/PROG					
015580 AMAZON CAPITAL SERVI	1RHC-XD1M-4WGN	0	2026 3	INV	P	39.60 031126	282305	VARIOUS TITLES-LIB					
015580 AMAZON CAPITAL SERVI	1VH6-X6GT-4GJ9	0	2026 3	INV	P	15.37 031126	282305	VARIOUS TITLES-LIB					
015580 AMAZON CAPITAL SERVI	1W69-PQVQ-7YDD	0	2026 3	CRM	P	-7.34 031126	282305	RET PURCH CRDIT-LIB					
						1,710.80							
361291 MIDWEST TAPE	508459309	0	2026 3	INV	P	203.58 031126	282377	VARIOUS TITLES-LIB					
361291 MIDWEST TAPE	508491494	0	2026 3	INV	P	276.58 031126	282377	VARIOUS TITLES-LIB					
						480.16							
ACCOUNT TOTAL						3,868.97							
15810000 55100			PROGRAMS-ADULT										
015580 AMAZON CAPITAL SERVI	113G-R4YN-NYMW	0	2026 3	INV	P	26.93 031126	282305	VARIOUS TITLES/PROG					
ACCOUNT TOTAL						26.93							
ORG 15810000 TOTAL						9,260.30							
FUND 0010 GENERAL FUND						TOTAL:	9,260.30						

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INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2026/2 TO 2026/2										
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	PAYABLES	CHECK	DESCRIPTION		
22810000										
22810000 54110										
331732 CREATIVE BRICK &	722632	0	2026 2	INV	P	104.59 022526	282177	COMMEMORATIVE BRICK		
						ACCOUNT TOTAL			104.59	
22810000 55100										
363758 KUNATH CHRISTIAN K &	2026 SPRING YOGA	0	2026 2	INV	P	400.00 022526	282220	2026SPRING YOGA PRE		
						ACCOUNT TOTAL			400.00	
						ORG 22810000 TOTAL			504.59	
FUND 0200 LIBRARY DONATION FUND						TOTAL:			504.59	

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YEAR-TO-DATE BUDGET REPORT

FOR 2026 02			ORIGINAL	TRANFRS/	REVISED		AVAILABLE	PCT
ACCOUNTS FOR:	LIBRARY		APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	BUDGET	USE/COL
22810000	48040	DONATIONS	0	0	0	-10,415.05	10,415.05	100.0%
22810000	54110	SUPPLIES	0	0	0	104.59	-104.59	100.0%
22810000	55100	PROGRAMS-ADULT	0	0	0	400.00	-400.00	100.0%
22810000	55100	FOL PROGRAMS-ADUL	0	0	0	1,750.00	-1,750.00	100.0%
TOTAL LIBRARY			0	0	0	-8,160.46	8,160.46	100.0%
TOTAL REVENUES			0	0	0	-10,415.05	10,415.05	
TOTAL EXPENSES			0	0	0	2,254.59	-2,254.59	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 02

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	0	-8,160.46	.00	8,160.46	100.0%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2026 02									
ACCOUNTS FOR:	LIBRARY		ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15810000	50010	SALARY-FULL TIME	553,596	0	553,596	84,355.37	.00	469,240.63	15.2%
15810000	50020	SALARY-PART TIME	494,766	0	494,766	69,416.24	.00	425,349.76	14.0%
15810000	51010	RETIREMENT	54,238	0	54,238	8,202.17	.00	46,035.83	15.1%
15810000	51020	FICA	78,688	0	78,688	11,651.31	.00	67,036.69	14.8%
15810000	51030	HEALTH INSURANCE	75,327	0	75,327	10,465.86	.00	64,861.14	13.9%
15810000	51060	LONG-TERM DISABI	81	0	81	.00	.00	81.00	.0%
15810000	51065	VISION/DENTAL IN	3,720	0	3,720	375.84	.00	3,344.16	10.1%
15810000	51070	LIFE INSURANCE	1,074	0	1,074	269.45	.00	804.55	25.1%
15810000	53010	ELECTRICITY	74,000	0	74,000	.00	.00	74,000.00	.0%
15810000	53020	WATER/SEWER	3,000	0	3,000	.00	.00	3,000.00	.0%
15810000	53040	TELEPHONE/CELL P	6,000	0	6,000	1,305.99	.00	4,694.01	21.8%
15810000	53050	HEATING FUEL	19,000	0	19,000	.00	.00	19,000.00	.0%
15810000	54010	R&M BLDGS & GROU	40,000	0	40,000	9,995.27	.00	30,004.73	25.0%
15810000	54030	MAINTENANCE CONT	50,000	0	50,000	1,616.51	.00	48,383.49	3.2%
15810000	54060	MARKETING	1,000	0	1,000	292.84	.00	707.16	29.3%
15810000	54080	LEASES EQUIPMENT	48,000	0	48,000	10,640.59	.00	37,359.41	22.2%
15810000	54110	SUPPLIES	27,000	0	27,000	1,149.65	.00	25,850.35	4.3%
15810000	54170	POSTAGE	700	0	700	.00	.00	700.00	.0%
15810000	54180	HOUSEKEEPING SUP	0	0	0	94.48	.00	-94.48	100.0%
15810000	54230	LIBRARY MATERIAL	219,480	0	219,480	16,187.93	.00	203,292.07	7.4%
15810000	54330	TRAINING EXPENSE	500	0	500	.00	.00	500.00	.0%
15810000	54521	TECHNOLOGY/SOFTW	39,000	0	39,000	.00	.00	39,000.00	.0%
15810000	55090	PROGRAMS-JUVENIL	1,200	0	1,200	.00	.00	1,200.00	.0%
15810000	55095	PROGRAMS-YOUNG A	1,800	0	1,800	.00	.00	1,800.00	.0%
15810000	55100	PROGRAMS-ADULT	1,200	0	1,200	60.84	.00	1,139.16	5.1%
TOTAL LIBRARY			1,793,370	0	1,793,370	226,080.34	.00	1,567,289.66	12.6%
TOTAL EXPENSES			1,793,370	0	1,793,370	226,080.34	.00	1,567,289.66	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 02								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
GRAND TOTAL	1,793,370	0	1,793,370	226,080.34	.00	1,567,289.66	12.6%	
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YEAR-TO-DATE BUDGET REPORT

FOR 2026 03									
ACCOUNTS FOR:	LIBRARY		ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15810000	50010	SALARY-FULL TIME	553,596	0	553,596	105,549.91	.00	448,046.09	19.1%
15810000	50020	SALARY-PART TIME	494,766	0	494,766	87,681.25	.00	407,084.75	17.7%
15810000	51010	RETIREMENT	54,238	0	54,238	10,267.59	.00	43,970.41	18.9%
15810000	51020	FICA	78,688	0	78,688	14,633.92	.00	64,054.08	18.6%
15810000	51030	HEALTH INSURANCE	75,327	0	75,327	13,554.48	.00	61,772.52	18.0%
15810000	51060	LONG-TERM DISABI	81	0	81	.00	.00	81.00	.0%
15810000	51065	VISION/DENTAL IN	3,720	0	3,720	501.12	.00	3,218.88	13.5%
15810000	51070	LIFE INSURANCE	1,074	0	1,074	359.92	.00	714.08	33.5%
15810000	53010	ELECTRICITY	74,000	0	74,000	.00	.00	74,000.00	.0%
15810000	53020	WATER/SEWER	3,000	0	3,000	.00	.00	3,000.00	.0%
15810000	53040	TELEPHONE/CELL P	6,000	0	6,000	1,305.99	.00	4,694.01	21.8%
15810000	53050	HEATING FUEL	19,000	0	19,000	.00	.00	19,000.00	.0%
15810000	54010	R&M BLDGS & GROU	40,000	0	40,000	13,470.27	.00	26,529.73	33.7%
15810000	54030	MAINTENANCE CONT	50,000	0	50,000	3,081.99	.00	46,918.01	6.2%
15810000	54060	MARKETING	1,000	0	1,000	359.74	.00	640.26	36.0%
15810000	54080	LEASES EQUIPMENT	48,000	0	48,000	10,640.59	.00	37,359.41	22.2%
15810000	54110	SUPPLIES	27,000	0	27,000	1,506.67	.00	25,493.33	5.6%
15810000	54170	POSTAGE	700	0	700	.00	.00	700.00	.0%
15810000	54180	HOUSEKEEPING SUP	0	0	0	94.48	.00	-94.48	100.0%
15810000	54230	LIBRARY MATERIAL	219,480	0	219,480	20,056.90	.00	199,423.10	9.1%
15810000	54330	TRAINING EXPENSE	500	0	500	.00	.00	500.00	.0%
15810000	54521	TECHNOLOGY/SOFTW	39,000	0	39,000	.00	.00	39,000.00	.0%
15810000	55090	PROGRAMS-JUVENIL	1,200	0	1,200	.00	.00	1,200.00	.0%
15810000	55095	PROGRAMS-YOUNG A	1,800	0	1,800	.00	.00	1,800.00	.0%
15810000	55100	PROGRAMS-ADULT	1,200	0	1,200	87.77	.00	1,112.23	7.3%
TOTAL LIBRARY			1,793,370	0	1,793,370	283,152.59	.00	1,510,217.41	15.8%
TOTAL EXPENSES			1,793,370	0	1,793,370	283,152.59	.00	1,510,217.41	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 03

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	1,793,370	0	1,793,370	283,152.59	.00	1,510,217.41	15.8%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2026 02								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT	
000 UNDESIGNATED	APPROP	ADJSTMTS	BUDGET			BUDGET	USED	
01010400 44110 LIBRARY FINES	-45,000	0	-45,000	-2,520.73	.00	-42,479.27	5.6%	
01010400 44111 LIBRARY-COPIES	-8,500	0	-8,500	-740.00	.00	-7,760.00	8.7%	
01010400 44112 LIBRARY-OTHER SY	-28,415	0	-28,415	.00	.00	-28,415.00	.0%	
TOTAL UNDESIGNATED	-81,915	0	-81,915	-3,260.73	.00	-78,654.27	4.0%	
TOTAL REVENUES	-81,915	0	-81,915	-3,260.73	.00	-78,654.27		

YEAR-TO-DATE BUDGET REPORT

FOR 2026 02								
	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
GRAND TOTAL	-81,915	0	-81,915	-3,260.73	.00	-78,654.27	4.0%	
** END OF REPORT - Generated by Thu Van Hintz **								



Director's Report-February and March 2026

Natalie Beacom, Library Director

Attendance and Circulation: The Library welcomed **17,823** visitors in February, up **7%** from 2025. Circulation totaled **26,523** in February, another lucky increase of **7%** from 2025. Libby downloads for materials totaled, **6,392**, a **17%** increase from last February. MakerStudio welcomed **1,436** visitors, which is another significant increase in users, by **48%** from last February.

Bridges Library System Updates

The Database Committee will be meeting in the next few weeks to determine the available BLS Database offerings for 2027. We encountered an internet outage from complications to Bridges Library System network bandwidth upgrade. The outage caused considerable disruption of services on 3/11/26, but we were able to maintain basic operations with hotspots to avoid closure. The team and supervisors, adapted with the interruption professionally to help patrons with their needs.

Financials: We are on target for our first quarter of the 2026 operating budget. The FOL have supported the library with funding for a new display table in the Youth Services Department, funding for the 2026 Summer Reading Program, MakerStudio supplies and equipment, and spring and summer concerts with Ceol Cairde and the Souvenirs. Primary acquisitions for library materials through Libraria stalled, with our first February orders. We are ordering through Amazon, and will augment with Libraria until their sourcing and infrastructure is able to fulfill our orders.

Buildings and Grounds: Cornerstone Plumbing will be repairing our boiler unit. The supplies have been ordered and we are hoping to see the repairs complete in March. Replacement of the Library's chiller unit is on schedule. This is a DPW project and will require the removal/replacement of all piping from the handler, by the garbage containment unit, to the basement equipment. During the construction, the Library's drive-up window and drop- boxes will be closed. We will ask that patrons plan on returning their materials in the building during the construction. We have communication prepared and will begin pushing this out to library users as the constructions dates are confirmed. We've hired Overland Roofing and Remodeling, LLC., to begin working on the gutter maintenance this spring. The Library's sorter system was caught up in Customs from Germany, so we anticipate that project to be ready to start the week of March 23rd. Our painter, Mike Fritsch wrapped up to areas of the building, finishing the fiction section and the Heritage Room. He will move ahead to the YS Study Rooms, Family Restroom and Gift Shop over the next few weeks.

Meetings & Outreach: NBPL staff met for Community Relations, Safety, Wellness, Department Head, Senior Center, APL and various System meet-ups, in February and March. The Library's Home Delivery Program reached 45 patrons with 232 items.

Patron Feedback: We received a few notes this month of thanks for our Home Delivery Program and the continuation of Chair Yoga at the Library. I regularly hear comments from patrons about the friendly staff at the library. Copybaras are also a crowd pleaser!

Programming: February and March programming has been active. Virtual author talks, story times, collage journal crafting, birding education programs, art lectures, chair yoga, and a visit by First Stage for a Frozen Party and Ceol Cairde for an evening of Irish music. The new library gumball machine, which allows users to adopt reading buddies for 25 cents, continues to be a big hit. March's buddy was a mini capybara. The Library along with the Library Lane Quilters, lost a founding member in February, Sally Nehm. Sally worked as a Circulation Aide at the Library for many years before retiring, and will be missed. The 2026 Library Lane Quilt Exhibit is named in her honor.

Staffing Updates: We've started the annual cycle for staff evaluations. We will continue to follow the City's evaluation process with our team. Evaluations will be completed and sent to HR by June 1.

Trustee Updates: The Waukesha County Library Services Plan Minimum Standards for 2027-2031 did not receive the adequate number of Waukesha County Library Board endorsements to proceed to the County Board. The Act 150 Committee are reviewing feedback from Bridges Libraries and I will bring any changes to their recommendations to the NB Library Board's April meeting for consideration.