



**Oshkosh Public Library Board of Trustees
Agenda – Thursday, August 28, 2025 at 4pm
Library Lower-Level Meeting Room**

<u>AGENDA</u>		<u>ACTION REQUIRED</u>	<u>PAGE</u>
Call to Order: 4:00 p.m.			
Public Comments			
Consent Agenda:		YES	265-270
1.	Minutes of the regular Board meeting of July 31, 2025		
2.	Minutes of the Special Board Meeting of August 20, 2025		
3.	Authorized Payments from 7/22/25 to 8/21/25 - \$57,425.50		
Items Removed from Consent Agenda			
New Business			
4.	Memo – Endowment Request: A request to use money from the Facilities Improvement Fund for installation of Locking Features on the Revolving Doors. Action requested: <i>Motion to approve use of endowment funding for the installation of locking features on the Revolving Doors.</i>	YES	271-272
Informational Items		NO	273-283
5.	Revenues		
6.	Donations		
7.	Expenditures		
8.	Library Highlights		
9.	Monthly Statistics		
10.	Personnel Changes		
Library Director's Report			
11.	Report on operations of the Oshkosh Public Library	NO	284-286
Trustee Reports and Comments		NO	
Closed Session		YES	
12.	Library Director Performance Evaluation: Pursuant to Section 19.85(1)(c) of the Wisconsin State Statutes in order to conduct a performance evaluation of the Library Director.	NO	
Resume Open Session			
13.	Library Director Performance Evaluation: Take action, if desired, on matters discussed in closed session.	YES	
Adjournment		YES	
Next Meeting Scheduled: Thursday, September 25, 2025 at 4 p.m.			



MINUTES OF THE LIBRARY BOARD
Oshkosh Public Library
July 31, 2025

The July 31, 2025, Oshkosh Public Library Board of Trustees meeting was held in the Oshkosh Public Library meeting room and called to order at 4:00 PM by Board President Bill Bracken.

Present: Bill Bracken, Susan Fojtik, Tony Kneepkens, Larry Lautenschlager, Christine Melms-Simon, Baron Perlman, Ashlee Rahmlow, David Rucker, Amber Shemanski.

Absent: Kim Brown

Also Present: Darryl Eschete, Library Director; Lisa Voss, Head of Library Development; Marcy Cannon, Winnefox Library System Business Manager and Tracie Schlaak, Winnefox Administrative Specialist.

Consent Agenda

- Minutes of the Regular Board Meeting of June 26, 2025
- Minutes of the Special Board Meeting of July 17, 2025
- Authorized Payments from June 19, 2025 – July 21, 2025 - \$69,981.69

Motion to approve the consent agenda.

Motion: Perlman; **Second:** Lautenschlager; **Vote:** Unanimous

New Business

- The board collectively decided to take nominations from the floor instead of creating a Nominating Committee to elect 2025-2026 Library Board officers.

Perlman nominated Bill Bracken for President and Melms-Simon seconded the nomination. Bracken called for further nominations from the floor three times. There being no further nominations, a motion was made to nominate Bill Bracken for President of the Library Board.

Motion: Perlman; **Second:** Melms-Simon; **Vote:** Unanimous

Melms-Simon nominated Sue Fojtik for Vice-President and Perlman seconded the nomination. Bracken called for further nominations from the floor three times. There being no further nominations, a motion was made to nominate Sue Fojtik for Vice-President of the Library Board.

Motion: Melms-Simon; **Second:** Perlman; **Vote:** Unanimous

- Eschete reported that Northspan, the Strategic Planning consulting group, received such an overwhelming response from the community that there would be enough participants to conduct a second focus group at additional cost. After discussion, the board opted to vote on funding a second focus group.

Motion to approve an additional \$1,750.00 from the Library Development Fund to fund a second strategic planning focus group with the community.

Motion: Perlman; **Second:** Melms-Simon; **Vote:** Unanimous

- Motion to change the Library's pay schedule to align with the City of Oshkosh's pay schedule as presented.

Motion: Perlman; **Second:** Lautenschlager; **Vote:** Unanimous

- Motion to adopt updates to the Dome policy as presented.

Motion: Perlman; **Second:** Fojtik; **Vote:** Unanimous

- Motion to adopt updates to the Bulletin Board Policy as presented.

Motion: Perlman; **Second:** Lautenschlager; **Vote:** Unanimous

Motion to adjourn at 5:25 pm.

Motion: Perlman; **Second:** Kneepkens; **Vote:** Unanimous

Respectfully submitted,

Darryl Eschete, Secretary
Tracie Schlaak, Recorder

SPECIAL MEETING MINUTES OF THE LIBRARY BOARD

Oshkosh Public Library Wednesday, August 20, 2025

A special meeting of the Oshkosh Public Library Board of Trustees meeting was held on August 20, 2025 in Room 404 in City Hall. The meeting was called to order at 4:00 PM by President, Bill Bracken.

Present: Bill Bracken, Susan Fojtik, Tony Kneepkens, Christine Melms-Simon, Baron Perlman, Ashlee Rahmlow, David Rucker and Amber Shemanski.

Absent: Kim Brown, Larry Lautenschlager

Also Present: Patrick Leigl, Attorney for the Oshkosh Public Library

Closed Session

Pursuant to Wis. Stat. 19.85(1)(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held; for purposes of discussing employment matters and employment disposition of the Library Director. There is no evidentiary hearing occurring or required under law. The Library Director is provided notice that final action involving any employment disposition will occur in open session.

Pursuant to Wis. Stat. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; for purposes of discussing employment matters involving the Library Director.

Motion to enter Closed Session at 4:05 PM.

Motion: Rucker; **Second:** Perlman; **Roll Call Vote:** Motion Passed 8-0 **Aye:** Bracken, Fojtik, Kneepkens, Melms-Simon, Perlman, Rahmlow, Rucker. Shemanski.

The Board discussed the above agenda items. No motions were made nor votes taken.

Resume Open Session

Motion to adjourn closed session and resume open session at 5:45 PM.

Motion: Perlman; **Second:** Rahmlow; **Roll Call Vote:** Motion Passed 8-0 **Aye:** Bracken, Fojtik, Kneepkens, Melms-Simon, Perlman, Rahmlow, Rucker. Shemanski.

Motion to adjourn at 5:50 PM.

Motion: Perlman; **Second:** Rahmlow; **Vote:** Unanimous

Respectfully submitted,
Bill Bracken, Library Board President

Authorized Payments 7/22/25 to 8/21/25

3RD PARTY CONTRACTED SERVICE	\$3,358.30
EXPRESS ELEVATOR LLC	\$1,970.00
Elevator maintenance	\$1,970.00
GARTMAN MECHANICAL	\$760.00
Plumbing services	\$760.00
UNIQUE MANAGEMENT SE	\$628.30
Collections	\$628.30
ADVERTISING/POSTAGE/PRINTING	\$1,772.74
FACEBK *6BB84WL7Q2	\$45.48
FACEBOOK ADS	\$45.48
FACEBK *72436UG7Q2	\$9.96
FACEBOOK ADS: EVENT WONDERS OF PHYSICS	\$9.96
OSHKOSH HERALD	\$1,717.30
2 half-page ads	\$1,717.30
EMPLOYEE ALLOWANCE/REIMBRSMNT	\$79.66
SANDY TOLAND	\$79.66
Mileage 6/30/25 to 7/25/25	\$79.66
INSURANCE EXPENSE	\$129.99
THE MCCLONE AGENCY	\$129.99
2025 Auto and Liability Insurance	\$129.99
LIBRARY REPLACEMENTS	\$98.95
DONALD STOLLEY	\$20.00
Lost and paid refund	\$20.00
ELISHA D SMITH PUBLI	\$8.00
Lost and paid refund	\$8.00
HAYDEN COHAN	\$30.00
Lost and paid refund	\$30.00
NEENAH PUBLIC LIBRAR	\$40.95
Lost and paid refund	\$40.95
LICENSE & PERMITS	\$263.88
ADOBE SYSTEMS INC	\$263.88
inv 3155341280 licensing software	\$263.88
NON-INV - SUPPLIES	\$3,531.71
B AND H FOTO AND ELE	\$1,489.53
Equipment to go along with interactive system	\$1,489.53
FLYMEFLAG.COM LLC	\$363.50
3 new flags	\$363.50
GARTMAN MECHANICAL	\$629.55
Plumbing services	\$629.55
GAYLORD BROS INC	\$196.49
Classic File Folders	\$196.49
KITZ AND PFEIL INC	\$194.94
CREDIT	-\$13.28
Maintenance parts	\$53.98
Maintenance supplies	\$160.53
RETURN	-\$6.29
MENARDS	\$254.93
Chest Freezer for Employee Lounge	\$254.93
PINGRY-CASWELL INC	\$118.15
Cleaning products	\$26.53
Cleaning supplies	\$91.62
WALLGUARD.COM	\$284.62

Authorized Payments 7/22/25 to 8/21/25

Corner guards	\$284.62
OFFICE SUPPLIES	\$322.08
STAPLES ADVANTAGE	\$322.08
Office supplies	\$322.08
PREVENTATIVE MNTC CONTRACTS	\$2,825.37
ENVISIONWARE INC	\$1,575.00
Maintenance for new self-check machines	\$1,575.00
GFL SOLID WASTE	\$773.98
Waste Disposal services	\$773.98
GORDON FLESCH	\$116.69
Copier Maintenance - 1st floor print center	\$47.01
Copier maintenance - Tech services	\$69.68
ROE NURSERIES INC	\$270.00
Landscaping	\$270.00
SPRING-GREEN LAWN	\$89.70
Landscaping	\$89.70
PROGRAMMING/CONSUMER COSTS	\$1,723.18
ALIA WEYLOCK	\$32.51
Reimbursement for Games Group snacks	\$32.51
AMAZON.COM	-\$6.49
REFUND SAVENGER HUNT BOOK	-\$6.49
AMAZON.COM*OW0FZ2JR3	\$6.49
SAVVENGER HUNT BOOK	\$6.49
AMAZON.COM*QU1SI6B03	\$68.47
Books for Elementary Book Club	\$68.47
AMAZON.COM*Z01BN2P83	\$503.37
BOOKS FOR SCAVENGER HUNT	\$503.37
BAKER AND TAYLOR LLC	\$132.70
Books for Freedom to Read Scavenger Hunt	\$66.00
Elementary Book Club books	\$21.60
Library materials	\$45.10
DOLLAR TREE	\$7.50
SUPPLIES FOR TEEN TUESDAYS	\$7.50
ELIANA LUKE	\$87.96
Reimbursement for Teen group program snacks	\$87.96
HOBBY-LOBBY #0206	\$57.90
ART SUPPLIES FOR TEEN PRGM	\$57.90
INGRAM LIBRARY SERVI	\$507.04
Books for Elementary Book Club	\$251.24
Books for Freedom to Read Scavenger Hunt	\$47.66
Elementary Book Club books	\$24.72
Freedom to read/Scavenger Hunt Books	\$183.42
WAL-MART #1430	\$58.03
BAKING SUPPLIES FOR BOYS AND GIRLS CLUB PRGM	\$58.03
WEST END PIZZA	\$201.76
PIZZA FOR YA BOOK CLUB	\$37.92
TEEN AND PRETEEN BOOK CLUBS - 9 PIZZAS	\$163.84
WM SUPERCENTER #1430	\$65.94
SUPPLIES FOR STEAM PRGM	\$65.94
RESTRICTED COLLECTION IMPRVMT	\$2,732.18
AMAZON.COM*111I26A73	\$41.85
GENEALOGY BOOKS	\$41.85

Authorized Payments 7/22/25 to 8/21/25

BAKER AND TAYLOR LLC	\$85.86
Library materials - Mainwaring&Kenny	\$35.41
Library materials - Schuster	\$50.45
BLACKSTONE AUDIO INC	\$73.86
Library materials	\$73.86
GALE CENGAGE LEARNIN	\$329.13
library material return	-\$61.48
Library materials	\$390.61
INGRAM LIBRARY SERVI	\$743.22
Library Materials - Hoxtel & Rasmussen	\$75.58
Library materials - Janty	\$633.61
Library materials - Janty & Mainwaring	\$34.03
MIDWEST TAPE	\$129.98
Library materials	\$129.98
PLAYAWAY PRODUCTS	\$680.89
Library materials - Hoxtel	\$429.93
Library materials - Schuster	\$250.96
SWEET JULES LLC	\$647.39
Adult Cake Decorating Class from Donald Hansen Fund	\$647.39
RESTRICTED TECHNOLOGY	\$15,143.00
ENVISIONWARE INC	\$15,143.00
New Self-check machines	\$15,143.00
SPECIALTY SUPPLIES	\$13,769.66
AMAZON PYMTS	\$320.64
BASIC METRIC WRENCH SET, BIKE PUMP, BOOK	\$69.02
BOOK	\$9.98
BOOKS, BOARD GAME, VIDEO GAME	\$228.15
WORLD WAR II BOOK	\$13.49
AMAZON.COM*0G4OP9LD3	\$61.25
BOOKS	\$61.25
AMAZON.COM*2Y8OX19I3	\$69.98
THE TROUBLE W/ JESSICA, SOLO LEVELING	\$69.98
AMAZON.COM*6H6AL6MD3	\$569.08
BOOKS, DVD'S	\$569.08
AMAZON.COM*C672X4B63	\$106.14
DVD'S	\$106.14
AMAZON.COM*HL2OY24H3	\$260.23
BOOKS	\$260.23
AMAZON.COM*I958528D3	\$14.99
BOONIE BARES, MOVIE	\$14.99
AMAZON.COM*JX4MM5Y43	\$12.48
ALL WE IMAGINE AS LIGHT	\$12.48
BAKER AND TAYLOR LLC	\$986.72
Library materials	\$986.72
BESTBUYCOM8070733848	\$199.96
VIDEO GAMES	\$199.96
BESTBUYCOM8070742915	\$694.80
VIDEO GAMES	\$694.80
CENTER POINT LARGE P	\$449.46
Library materials	\$449.46
GALE CENGAGE LEARNIN	\$125.94
Library materials	\$125.94

Authorized Payments
7/22/25 to 8/21/25

INGRAM LIBRARY SERVI	\$2,762.78
Library materials	\$2,762.78
JOURNAL SENTINEL	\$81.18
SUBSCRIPTION	\$81.18
MIDWEST TAPE	\$6,814.04
Library materials	\$639.74
Library materials - Hoopla	\$6,174.30
WINNEBAGO BICYCLE	\$167.99
BIKE REPAIR KIT	\$167.99
WINNEFOX LIBRARY SYS	\$72.00
BOOKS	\$72.00
SUBSCRIPTION/LICENSING CNTRCTS	\$562.80
CALENDLY	\$412.80
ANNUAL CALENDLY RENEWAL	\$412.80
NMT PARTNERS LLC	\$150.00
July, Aug, Sept 2025 ResCarta-Web Hosting	\$150.00
TELEPHONE / INTERNET SERVC	\$52.88
CENTURYLINK	\$2.88
Long Distance	\$2.88
PTS	\$50.00
inv 2144938 PUBLIC PAY PHONE FOR AUG	\$25.00
PUBLIC PAY PHONE INV 2143005 JULY	\$25.00
UTILITY EXPENSE	\$11,059.12
WI PUBLIC SERVICE CO	\$11,059.12
106 WASHINGTON AVE-5574830767	\$11,059.12
Grand Total	\$57,425.50



Memorandum

To: Oshkosh Public Library Board

From: Darryl Eschete, Library Director

Date: August 28, 2025

Subject: Endowment Request – Facilities Improvement Fund

On the recommendation of the Library's Safety and Security Employee Team, we have begun evaluating necessary modifications to the Library's main entrance doors.

At present, locking the doors requires staff to open them and step at least partially outside. This procedure was identified as a significant safety concern this past spring, when a report was received of an armed patron in the parking lot and surrounding area. While that report was not substantiated, the situation revealed a serious limitation: in the event of an actual emergency, staff would not be able to secure the building's main entrance quickly and safely.

To address this vulnerability, I offer a quote for the installation of improved door hardware and mechanisms that allow for secure, immediate locking from the inside. On that basis, I would like to bring forward a formal endowment request in the amount of \$6,541 from the Facilities Improvement Fund to cover the cost of this project.

This improvement will directly enhance staff and patron safety, while ensuring the Library remains a secure and welcoming space for all.



Oshkosh Public Library
PROPOSED 2025 Endowment Fund Expenditures - Round Four

Funds for Library Excellence	Average Asset Value 2022-2024	Restriction	Maximum Expenditure 5 %	Round 1 Proposed Allocation	Round 2 Proposed Allocation	Round 3 Proposed Allocation	Round 4 Proposed Allocation	All Rounds Total	Available For Projects
OverDrive eBooks / eAudiobooks				\$ 21,568					
Collection Improvement	\$ 1,013,629	3 YR Q3 BAL 2022-2024	\$ 50,681	\$ 21,568				\$ 21,568	\$ 29,113
Glass wall enclosures--JobPod/Second Floor						\$ 20,000			
Architectural Consultant Fees for Facility Use Planning (Formerly \$50,000)				\$ -					
Interactive Media Play Installations				\$ 10,000		\$ 7,500			
Washer & Dryer				\$ 5,000					
DVD NF Endcap Shelving				\$ 5,000					
Front Door Locking Improvements							\$ 6,541		
Joanne Ebersberger									
YA/Teen Area						\$ 30,000			
Stanhilber Fund									
YA/Teen Area						\$ 45,000			
Facility Improvement	\$ 1,589,617	3 YR Q3 BAL 2022-2024	\$ 79,481	\$ 20,000	\$ -	\$ 102,500	\$ 6,541	\$ 129,041	\$ (49,560)
Strategic Planning Consultant					\$ 32,000				
John V Nichols Professional Library Education Scholarship				\$ 2,500					
Sponsor Literacy Council Spelling Bee Team (up to 8 people)				\$ 360					
Strategic planning focus group recruitment/refreshments				\$ 2,000					
Staff Development Day				\$ 3,300	\$ (1,500)				
2025 WAPL conference					\$ 1,500				
Employee Recognition				\$ 1,600					
Branded Outreach Wear				\$ 500					
Wisconsin City Library Collaborative				\$ 1,800					
Compensation Study					\$ 12,500	\$ 1,750			
Library Development	\$ 985,985	3 YR Q3 BAL 2022-2024	\$ 49,299	\$ 12,060	\$ 44,500	\$ 1,750		\$ 58,310	\$ (9,011)
Freedom to Read Program Support - September 2025				\$ 2,000					
Reading Challenge Prizes - Adults (Books)				\$ 2,500					
Reading Challenge Prizes - Elementary (Books)				\$ 3,800					
Reading Challenge Prizes - Tweens (Books)				\$ 2,500					
Reading Challenge Prizes - Teens (Books)				\$ 2,500					
Reading Challenge Prizes - YA (Books)									
Book Club Books - Elementary				\$ 2,500					
Book Club Books - Tweens				\$ 2,500					
Book Club Books - Teens				\$ 2,500					
Book Club Books - Young Adults				\$ 2,500					
Library Programming-2025				\$ 10,000					
Lakefly Writer's Conference - 2025				\$ 5,000		\$ 5,908			
Programming Support	\$ 1,033,461	3 YR Q3 BAL 2022-2024	\$ 51,673	\$ 38,300				\$ 38,300	\$ 13,373
Additional Self-checkouts						\$ 18,500			
Heavy Duty Doc Shredder				\$ 1,500					
3D Printer				\$ 3,000					
Print Management Starter--Adult Services				\$ 2,500					
Tech Improvements	\$ 914,444	3 YR Q3 BAL 2022-2024	\$ 45,722	\$ 7,000		\$ 18,500		\$ 25,500	\$ 20,222
Young Authors Program				\$ 1,000					
Malnar Fund	\$ 27,604	3 YR Q3 BAL 2022-2024	\$ 1,380	\$ 1,000				\$ 1,000	\$ 380
Restricted Collection Funds									
Archer	\$ 2,534	Changing South	\$ 127	127					
Gruenewald	\$ 3,795	Progressivism	\$ 190	190					
Hilton II	\$ 16,872	Biographies	\$ 844	844					
Hoxtel	\$ 24,224	Audiobooks	\$ 1,211	1211					
Jackson	\$ 2,266	Children's	\$ 113	113					
Kelsh	\$ 3,852	Various NF topics	\$ 193	193					
Kenny	\$ 13,622	Audiobooks, Biographies	\$ 681	681					
Rasmussen, M	\$ 48,698	Genealogy	\$ 2,435	2435					
Rojahn, F&A	\$ 4,089	Audiobooks	\$ 204	204					
Schuster, J&H	\$ 239,904	Large Print, Audiobooks	\$ 11,995	11995					
Steiger, W	\$ 14,489	Children's	\$ 724	724					
Zellmer, S	\$ 119,247	Genealogy	\$ 5,962	5962					
	\$ 493,593	3 YR Q3 BAL 2022-2024	\$ 24,680	\$ 24,680				\$ 24,680	
Total Proposed Trust Fund Expenditures				\$ 124,608				\$ 124,608	
Total remaining for other projects									\$ 4,518



City of Oshkosh

STATEMENT OF REVENUE

JULY 2025

FOR 2025 07

JOURNAL DETAIL 2025 1 TO 2025 8

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
4102 GENERAL PROPERTY TAX-CITY	0.00	-3,400,000.00	-3,400,000.00	0.00	0.00	100.0%
4240 COUNTY AID-OTHER AID	0.00	-1,039,394.00	-858,024.00	0.00	-181,370.00	82.6%
4603 LIBRARY COPIER REVENUES	0.00	-15,000.00	-9,727.32	0.00	-5,272.68	64.8%
4613 LIBRARY CONTRACTUAL REVENUE	0.00	-200,000.00	-105,464.94	0.00	-94,535.06	52.7%
4614 LIBRARY REPLACEMENTS	0.00	0.00	-3,518.67	0.00	3,518.67	100.0%
4615 LIBRARY CONFERENCE FEES	0.00	0.00	-14,803.81	0.00	14,803.81	100.0%
4616 USED BOOK REVENUE	0.00	-10,000.00	-8,597.14	0.00	-1,402.86	86.0%
4617 LIBRARY MEETING ROOM REVENUE	0.00	-3,500.00	-782.14	0.00	-2,717.86	22.3%
4619 LIBRARY MISC REVENUE	0.00	-1,000.00	-287.33	0.00	-712.67	28.7%
4908 INTEREST-OTHER INVESTMENTS	0.00	-15,000.00	0.00	0.00	-15,000.00	.0%
4952 GIFTS & DONATIONS	0.00	-100,000.00	0.00	0.00	-100,000.00	.0%
GRAND TOTAL	0.00	-4,783,894.00	-4,401,205.35	0.00	-382,688.65	92.0%

** END OF REPORT - Generated by Schlaak, Tracie **

ENDOWMENT INCOME
JULY 2025

FOR 2025 07

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
4952 GIFTS & DONATIONS	0.00	0.00	-40,678.59	0.00	40,678.59	100.0%
GRAND TOTAL	0.00	0.00	-40,678.59	0.00	40,678.59	100.0%

** END OF REPORT - Generated by Schlaak, Tracie **

MEMORANDUM

TO: Darryl Eschete, Director
FROM: Tracie Schlaak
DATE: August 22, 2025
SUBJECT: Donations since board meeting on July 31, 2025

Donations given at register	\$	50.91
Total Donations	\$	50.91

City of Oshkosh



STATEMENT OF EXPENSES JULY 2025

FOR 2025 07

JOURNAL DETAIL 2025 1 TO 2025 8

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
6102 REGULAR PAY		2,561,966.00	1,288,520.42	0.00	1,273,445.58	50.3%
6104 OVERTIME PAY		21,684.00	26,483.63	0.00	-4,799.63	122.1%
6302 FICA - EMPLOYERS SHARE		197,676.00	96,985.37	0.00	100,690.63	49.1%
6304 WISCONSIN RETIREMENT FUND		164,059.00	83,748.89	0.00	80,310.11	51.0%
6306 HEALTH INSURANCE		523,490.00	234,398.20	0.00	289,091.80	44.8%
6307 HEALTH INSURANCE ADMIN FEE		1,030.00	0.00	0.00	1,030.00	.0%
6308 DENTAL		21,475.00	10,743.70	0.00	10,731.30	50.0%
6310 LIFE INSURANCE		6,005.00	3,050.15	0.00	2,954.85	50.8%
6411 ADVERTISING/POSTAGE/PRINTING		25,000.00	6,356.64	0.00	18,643.36	25.4%
6412 CONTRACTUAL AGREEMENT PYMNTS		333,500.00	256,706.67	0.00	76,793.33	77.0%
6415 SUBSCRIPTION/LICENSING CNTRCTS		10,000.00	12,438.75	0.00	-2,438.75	124.4%
6416 PREVENTATIVE MNTC CONTRACTS		45,000.00	15,936.05	0.00	29,063.95	35.4%
6417 3RD PARTY CONTRACTED SERVICE		85,000.00	33,876.34	0.00	51,123.66	39.9%
6421 EMPLOYEE TRAINING/DEVELOPMENT		6,500.00	7,369.79	0.00	-869.79	113.4%
6422 PRFSL LICENSE/MEMBERSHIP/BOND		5,000.00	1,535.33	0.00	3,464.67	30.7%
6423 EMPLOYEE ALLOWANCE/REIMBSMNT		800.00	780.77	0.00	19.23	97.6%
6443 LEASE EXPENSE		6,600.00	1,343.89	0.00	5,256.11	20.4%
6450 INSURANCE EXPENSE		29,800.00	29,239.97	520.03	40.00	99.9%
6451 WORKERS COMPENSATION		10,100.00	10,100.00	0.00	0.00	100.0%
6452 LICENSE & PERMITS		0.00	263.88	0.00	-263.88	100.0%
6454 TELEPHONE / INTERNET SERVC		3,500.00	670.42	0.00	2,829.58	19.2%
6455 UTILITY EXPENSE		145,000.00	68,659.69	0.00	76,340.31	47.4%

STATEMENT OF EXPENSES

JULY 2025

FOR 2025 07

JOURNAL DETAIL 2025 1 TO 2025 8

6465 BANK FEES	ORIGINAL APPROP	TRANS/ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
6465 BANK FEES							
6519 NON-INVENTORY FUEL	5,000.00	0.00	5,000.00	3,294.92	0.00	1,705.08	65.9%
6520 OFFICE SUPPLIES	0.00	0.00	0.00	169.98	0.00	-169.98	100.0%
6524 SPECIALTY SUPPLIES	22,000.00	0.00	22,000.00	15,139.33	0.00	6,860.67	68.8%
6528 PROGRAMMING/CONSUMER COSTS	350,000.00	0.00	350,000.00	151,551.15	247.00	198,201.85	43.4%
6529 NON-INV - SUPPLIES	0.00	0.00	0.00	232.73	0.00	-232.73	100.0%
6535 CONFERENCE PROGRAMMING	60,000.00	0.00	60,000.00	25,819.22	1,774.15	32,406.63	46.0%
	0.00	0.00	0.00	21,211.81	0.00	-21,211.81	100.0%
GRAND TOTAL	4,640,185.00	0.00	4,640,185.00	2,406,627.69	2,541.18	2,231,016.13	51.9%

** END OF REPORT - Generated by schlaak, Tracie **



City of Oshkosh

ENDOWMENT EXPENSES

JULY 2025

FOR 2025 07

JOURNAL DETAIL 2025 1 TO 2025 8

ORIGINAL APPROP	TRANS/ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
6417 3RD PARTY CONTRACTED SERVICE	0.00	0.00	9,165.00	0.00	-9,165.00	100.0%
6421 EMPLOYEE TRAINING/DEVELOPMENT	0.00	0.00	4,753.05	0.00	-4,753.05	100.0%
6524 SPECIALTY SUPPLIES	0.00	0.00	5.66	0.00	-5.66	100.0%
6525 RESTRICTED COLLECTION IMPRVMT	0.00	0.00	10,401.27	0.00	-10,401.27	100.0%
6527 RESTRICTED FACILITIES	0.00	0.00	23,803.54	0.00	-23,803.54	100.0%
6528 PROGRAMMING/CONSUMER COSTS	0.00	0.00	9,911.11	0.00	-9,911.11	100.0%
6529 NON-INV - SUPPLIES	0.00	0.00	4,859.49	0.00	-4,859.49	100.0%
GRAND TOTAL	0.00	0.00	62,899.12	0.00	-62,899.12	100.0%

** END OF REPORT - Generated by schlaak, Tracie **

Oshkosh Public Library Highlights

August 2025

1. OPL's strategic planning committee, comprised of staff, Library Board members, community partners and stakeholders, completed a 1 ½-day workshop Aug. 19-20. A summary of survey and focus group data was shared and discussion centered on practical vision, challenges and strategic direction. Consultants from Northspan will now use the information and feedback to create a draft plan to share with library leadership by mid-September. Many thanks to all who participated in this important step toward shaping the library's future!
2. Summer has been a busy season for OPL outreach, with Youth Services staff bringing library information and learning activities out into the community.
 - a. Staff offered weekly literacy activities including read-a-louds with connected writing, art and STEAM to students in the Oshkosh Area School District Summer Community Learning Center at Oaklawn Elementary School. The 40+ participants ended the summer with a trip to the library.
 - b. Lessons learned in the gardens were enhanced with a story and a craft by OPL staff during weekly lessons with 30 children at the UW-Extension Outdoor Classroom.
 - c. The library returned this summer to an English class for women and their children, conducted by the Winnebago Area Literacy Council. While the moms made progress on their English studies, the library brought books and activities to engage with the children and build relationships with the families.
 - d. Members from the Boys & Girls Club made regular visits to OPL and ended the summer with a birthday-themed celebration of their reading accomplishments. Teens came to the library weekly for games and crafts; elementary-aged kids enjoyed read-a-louds and other activities.
 - e. Staff visited summer playground sites around Oshkosh, reading birthday-themed books and playing trivia highlighting the library's 125th anniversary.
 - f. The library was invited to provide storytimes at the Menominee Park Zoo several times during the summer, including the truly memorable birthday party for Dash, the 30-year-old tortoise.
 - g. Staff from across departments participated in community events including the Oshkosh Farmers Market, Music on Main, June Dairy Day, National Night Out, and the Oshkosh on the Water soccer tournament.
3. The library has added a new card clinic to its regular schedule – bringing OPL twice a month to City Hall. Afternoon sessions on the first Tuesday and the third Wednesday of each month make it convenient for city staff to learn about library services, update their library cards, get help downloading digital services such as Libby and Hoopla and get easy access to what's new at OPL.
4. OPL participated in the Resource Fair at the annual Back-to-School Fair in August. In addition to sharing information about library services and programs with the families who attended,

Community Engagement Librarian Sandy Toland also issued 34 new library cards and updated two dozen more. What better way to start the school year ready to learn than with that very important school supply – a library card!

5. Staff from the Department of Workforce Development has temporarily moved into offices on the library's third floor while construction continues on their new permanent location. DWD and its partner agencies are offering job search assistance weekdays from 9 a.m. to noon and 1 to 4 p.m. In the first three weeks of this partnership 90 people were served, with agency staff and their clients expressing gratitude that the service is available at the library.
6. Crafters gathered at the library on Aug. 9 to swap out excess supplies for items they might find useful for future creations. Twenty six people participated in the Craft Swap and those who had no supplies to share could gain admission simply by checking out library materials.
7. Teen Tuesdays are off to a strong start, bringing 30 teens to the library over the first two sessions to create and connect over crafts, video games, coloring and snacks. The programs are run by OPL intern Kelton Jones. Apparently promotion has created some buzz within the local "mom network," which is spreading the word about this new offering.
8. Participants in the Teen Leadership Program of the Oshkosh Police Department volunteered at the library in July. The group placed OPL stickers in summer reading prize books, helped with cleaning projects and created book recommendation posters to display around the library.

MONTHLY REPORT
Oshkosh Public Library
July 2025

CIRCULATION	July 2025	July 2024	% Change	YTD 2025	YTD 2024	% Change
Book-Adult	15,114	15,322	-1%	97,942	99,132	-1%
Book-Juvenile	15,776	16,938	-7%	98,906	104,557	-5%
Book-YA/Teen	1,715	1,556	10%	9,481	9,446	0%
CD-Adult	860	813	6%	5,841	7,015	-17%
CD-Juvenile	82	91	-10%	423	614	-31%
CD-Book-Adult	376	500	-25%	2,861	3,327	-14%
CD-Book-Juvenile	454	231	97%	2,532	1,240	104%
CD-Book-YA/Teen	0	10	-100%	18	82	-78%
DVD-Adult	5,052	5,976	-15%	34,120	40,529	-16%
DVD-Juvenile	1,516	1,427	6%	8,113	8,179	-1%
Game-Adult	803	676	19%	4,450	4,591	-3%
Game-Juvenile	396	261	52%	1,878	1,661	13%
Magazine-Adult	472	445	6%	3,430	3,000	14%
Magazine-Juvenile	5	7	-29%	78	88	-11%
Magazine-YA/Teen	6	4	0%	24	17	41%
Other-Adult	283	328	-14%	1,709	1,736	-2%
Other-Juvenile	131	121	8%	869	940	-8%
Other-YA/Teen	9	1	800%	67	32	109%
Total Adult	22,960	24,060	-5%	150,353	159,330	-6%
Total Juvenile	18,360	19,076	-4%	112,799	117,279	-4%
Total YA/Teen	1,730	1,571	10%	9,590	9,577	0%
SUB TOTAL	43,050	44,707	-4%	272,742	286,186	-5%
Digital Book Formats						
OverDrive E-Books	4,405	5,282	-17%	31,924	36,827	-13%
Hoopla E-Books	450	452	0%	3,079	3,089	0%
E-BOOKS SUB TOTAL	4,855	5,734	-15%	35,003	39,916	-12%
Audiobook Formats						
OverDrive Audiobooks	5,467	8,284	-34%	37,308	38,973	-4%
Hoopla Audiobooks	1,800	1,318	37%	11,918	9,650	24%
AUDIOBOOKS SUB TOTAL	7,267	9,602	-24%	49,226	48,623	1%
Digital Media						
Hoopla Music	39	19	105%	227	244	-7%
Hoopla Video	256	168	52%	1,672	1439	16%
DIGITAL MEDIA SUB TOTAL	295	187	58%	1,899	1,683	13%
DIGITAL CONTENT SUB TOTAL	12,417	15,523	-20%	86,128	90,222	-5%
TOTAL CIRCULATION	55,467	60,230	-8%	358,870	376,408	-5%

PHYSICAL MATERIALS	July 2025	July 2024	% Change	YTD 2025	YTD 2024	% Change
% AV Materials Circulated	22%	22%	-1%	23%	24%	-6%
% Print Materials Circulated	78%	78%	0%	77%	76%	2%
% Adult Materials Circulated	57%	57%	0%	59%	59%	-1%
% Youth Materials Circulated	43%	43%	0%	41%	41%	1%
Average Circulation Per Hour	212.5	237.1	-10%	192.7	193.0	0%

MONTHLY REPORT
Oshkosh Public Library
July 2025

MISCELLANEOUS	July 2025	July 2024	% Change	YTD 2025	YTD 2024	% Change
Library Facility Traffic	21,070	20,230	4%	141,800	138,604	2%
Average Daily Traffic	810	778	4%	719	707	2%
New Card Registrations	265	244	9%	1,595	1,669	-4%
Self-check % of Checkout	50.0%	47.4%	6%	50.0%	47.4%	6%
Volunteer Hours Worked	123	107	15%	784	793	-1%
Teacher Packs	0	2	-100%	16	22	-27%

ELECTRONIC RESOURCES	July 2025	July 2024	% Change	YTD 2025	YTD 2024	% Change
OPL Website Sessions	18,595	16,751	11%	131,406	123,759	6.2%
SUBSCRIPTION DATABASE SESSIONS						
Gale Courses	29	0	0%	161	0	0.0%
Mango Languages	24	65	-63%	466	514	-9.3%
Reference Solutions	36	72	0%	294	559	-47.4%
Value Line	111	0	0%	854	0	0.0%
SUB-TOTAL	200	248	-19%	1,775	1,908	-7.0%
LOCAL DATABASE SESSIONS						
1957 Address Change	37	38	-3%	275	212	29.7%
City Directories	1	71	-99%	16	484	-96.7%
Digital Collections	0	49	-100%	527	431	22.3%
Local History Books	13	25	-48%	91	175	-48.0%
Oshkosh Facts, Firsts, and FAQ	1	2	-50%	45	20	125.0%
Oshkosh Newspaper Index	0	0	0%	0	0	0.0%
Oshkosh Vital Records Index	77	151	-49%	535	1,158	-53.8%
Riverside Cemetery Index	14	12	17%	93	76	22.4%
UWDC - Atlases & Histories	3	0	0%	45	1	4400.0%
SUB-TOTAL	146	348	-58%	1,627	2,557	-36.4%
TOTAL ELECTRONIC RESOURCE SESSIONS	18,941	17,347	9%	134,808	128,224	5.1%

PUBLIC COMPUTER USE	July 2025	July 2024	% Change	YTD 2025	YTD 2024	% Change
Wireless Access	6,942	6110	14%	49586	46644	6.3%
Public Computer Use						
Adult	1,788	1624	10%	12026	11266	6.7%
Youth	287	254	13%	1364	1126	21.1%
TOTAL USE	2075	1878	10%	13390	12392	8.1%

QUESTIONS ANSWERED	July 2025	July 2024	% Change	YTD 2025	YTD 2024	% Change
Adult Department						
Reference	938	955	-2%	6,171	4,975	24%
Youth Department						
Reference	19	78	-76%	175	1,501	-88%
TOTAL QUESTIONS ANSWERED	957	1,033	-7%	6,346	6,476	-2%

PROGRAMS	July 2025	July 2024	% Change	YTD 2025	YTD 2024	% Change
Programs Given						
Adult	16	11	45%	96	81	19%
Teen	8	11	-27%	46	29	59%
Youth	38	33	15%	229	233	-2%
Roving Reader	4	22	-82%	63	110	-43%
All Ages	12	2	500%	53	9	489%
TOTAL	78	79	-1%	487	462	5%
Program Attendance						
Adult	143	113	27%	947	833	14%
Teen	58	93	-38%	484	293	65%
Youth	853	855	0%	6,081	6,732	-10%
All Ages	194	0	0%	843	59	1329%
TOTAL	1248	1061	18%	8,355	7,917	6%

MEMORANDUM

TO: Darryl Eschete, Director
FROM: Tracie Schlaak
DATE: August 21, 2025
SUBJECT: Personnel Changes since last board meeting

Mark Kapanowski – Custodian – resigned on 8/8/25 after 6 months of service

Song Lor – LAll in Circulation – resigned on 8/1/25 after 9 ½ years of service

Library Director's Report

July - August 2025

Since the regular Board meeting of July 30, 2025, library staff and I have been at work on the following:

- **FY 2026 Budget--** Preliminary department budgets were submitted on August 14, and I've provided the Board with a detailed spreadsheet and a summary dashboard for review via email. A somewhat less cluttered view is attached for Board perusal. The proposed 2026 budget is essentially flat—less than a 1% increase over FY 2025—in line with the City Manager's directive to hold budgets steady given structural deficits. The budget is subject to revisions, and it will be further refined during the Council workshop in October before final adoption. On August 26, I am scheduled to meet with Finance to review the preliminary budget and request any adjustments needed before the compiling of the version that will be discussed by Common Council.
- **Strategic Planning—**On August 4 and 5, Oshkosh residents and community leaders and stakeholders took part in strategic planning focus groups here at the library, led by Northspan facilitators Ali Bilden-Camps and Stef Sjelin. The two facilitators returned on August 19 and 20 to lead the Strategic Planning committee through its discussions at the Boys and Girls Club. Reports are that the meetings went well and were productive. Much recognition is due to Head of Library Development Lisa Voss for her role in coordinating those events and communicating with participants. We now await Northspan's reports and presentation to the Board; the Board will be updated in coming weeks as to dates, etc.
- **Jobpod/Glass Partitions—** The glass partition wall/JobPod project is on schedule. For the 2nd floor, ceiling track installation will take place on 9/11, with delivery on 9/12 and installation completed between 9/15–9/18. For the 1st floor, ceiling track installation is set for 9/19, with delivery on 9/18 and installation completed between 9/22–9/26.
- **Department of Workforce Development Temporary Offices—** The partnership with the Department of Workforce Development has progressed smoothly, with the transition of service location presenting no apparent challenges to the DWD or its clients.

Respectfully Submitted,

Darryl Eschete

Library 0239-1060

Object	FY24 YTD Actual	FY25 Budget: Amended	FY25 YTD Actual June 30th	FY25 Projected	FY26 In Progress	FY26 Budgeted vs. FY25 Budget Amended (\$)	FY26 Budgeted vs. FY25 Budget Amended (%)
4102 - GENERAL PROPERTY TAX-CITY	\$ 2,876,500	\$ 3,400,000	\$ 3,400,000	\$ 3,400,000	\$ 3,400,000	\$ -	100.00%
4240 - COUNTY AID-OTHER AID	\$ 797,246	\$ 1,039,394	\$ 858,024	\$ 1,035,900	\$ 996,118	\$ (43,276)	96.16%
4260 - GRANTS AND AIDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
4500 - CHARGES FOR SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
4603 - LIBRARY COPIER REVENUES	\$ 17,012	\$ 15,000	\$ 7,949	\$ 15,000	\$ 20,000	\$ 5,000	133.33%
4613 - LIBRARY CONTRACTUAL REVENUE	\$ 174,353	\$ 200,000	\$ 105,465	\$ 200,000	\$ 180,000	\$ (20,000)	90.00%
4614-LIBRARY REPLACEMENTS	\$ -	\$ -	\$ 3,222	\$ -	\$ -	\$ -	-
4615-LIBRARY CONFERENCE FEES	\$ -	\$ -	\$ 14,804	\$ -	\$ -	\$ -	-
4616 - USED BOOK REVENUE	\$ 13,083	\$ 10,000	\$ 6,436	\$ 10,000	\$ 10,000	\$ -	100.00%
4617 - LIBRARY MEETING ROOM REVENUE	\$ 3,404	\$ 3,500	\$ 782	\$ -	\$ -	\$ (3,500)	-
4619 - LIBRARY MISC REVENUE	\$ 1,416	\$ 1,000	\$ 222	\$ 1,000	\$ 1,000	\$ -	100.00%
4792 - MISC SERVICE REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
4908 - INTEREST-OTHER INVESTMENTS	\$ 82,668	\$ 15,000	\$ -	\$ 15,000	\$ 15,000	\$ -	100.00%
4952 - GIFTS & DONATIONS	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 100,000	\$ -	100.00%
4972 - MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5299 - TSF FROM OTHER FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Revenues	\$ 3,965,682	\$ 4,783,894	\$ 4,396,904	\$ 4,776,900	\$ 4,722,118	\$ (61,776)	98.85%
6102 - REGULAR PAY	\$ 2,265,630	\$ 2,561,966	\$ 1,193,015	\$ 2,469,000	\$ 2,708,100	\$ 146,134	109.68%
6104 - OVERTIME PAY	\$ 48,277	\$ 21,684	\$ 25,978	\$ 40,000	\$ 50,000	\$ 28,316	125.00%
6249 - MISCELLANEOUS PAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6302 - FICA - EMPLOYERS SHARE	\$ 171,112	\$ 197,676	\$ 89,933	\$ 190,000	\$ 208,800	\$ 11,124	109.89%
6304 - WISCONSIN RETIREMENT FUND	\$ 145,496	\$ 164,059	\$ 77,650	\$ 161,000	\$ 180,000	\$ 15,941	111.80%
6306 - HEALTH INSURANCE	\$ 416,496	\$ 523,490	\$ 214,363	\$ 436,000	\$ 527,400	\$ 3,910	120.96%
6307 - HEALTH INSURANCE ADMIN FEE	\$ -	\$ 1,030	\$ -	\$ 1,030	\$ 1,030	\$ -	100.00%
6308 - DENTAL	\$ 16,349	\$ 21,475	\$ 9,831	\$ 20,000	\$ 23,800	\$ 2,325	119.00%
6310 - LIFE INSURANCE	\$ 5,014	\$ 6,005	\$ 2,559	\$ 6,000	\$ 5,800	\$ (205)	96.67%
6312 - INCOME CONTINUATION INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6321 - UNEMPLOYMENT BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6401 - PS - ENGINEER/SURVEY/APPRAISAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6403 - PS - LEGAL/ATTORNEY FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6404 - PS - MISC CONSULTING / STUDIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6411 - ADVERTISING/POSTAGE/PRINTING	\$ 17,127	\$ 25,000	\$ 5,440	\$ 25,000	\$ 25,000	\$ -	100.00%
6412 - CONTRACTUAL AGREEMENT PYMTS	\$ 315,416	\$ 333,500	\$ 256,707	\$ 322,273	\$ 328,360	\$ (5,140)	101.89%
6415 - SUBSCRIPTION/LICENSING CNTRCTS	\$ 12,762	\$ 10,000	\$ 12,026	\$ 10,000	\$ 10,000	\$ -	100.00%
6416 - PREVENTATIVE MNTC CONTRACTS	\$ 82,009	\$ 45,000	\$ 15,481	\$ 45,000	\$ 25,000	\$ (20,000)	55.56%
6417 - 3RD PARTY CONTRACTED SERVICE	\$ 99,779	\$ 85,000	\$ 31,763	\$ 85,000	\$ 20,000	\$ (65,000)	23.53%
6421 - EMPLOYEE TRAINING/DEVELOPMENT	\$ 4,351	\$ 6,500	\$ 7,370	\$ 6,500	\$ 6,500	\$ -	100.00%
6422 - PRFSL LICENSE/MEMBERSHIP/BOND	\$ 3,642	\$ 5,000	\$ 1,535	\$ 5,000	\$ 3,000	\$ (2,000)	60.00%
6423 - EMPLOYEE ALLOWANCE/REIMBRSMNT	\$ 8,633	\$ 800	\$ 636	\$ 800	\$ 800	\$ -	100.00%
6443 - LEASE EXPENSE	\$ 2,814	\$ 6,600	\$ 1,156	\$ 6,600	\$ 3,500	\$ (3,100)	53.03%
6450 - INSURANCE EXPENSE	\$ 29,759	\$ 29,800	\$ 29,240	\$ 29,800	\$ 37,000	\$ 7,200	124.16%
6451 - WORKERS COMPENSATION	\$ 9,900	\$ 10,100	\$ 10,100	\$ 10,100	\$ 10,000	\$ (100)	99.01%
6452 - LICENSE & PERMITS	\$ 409	\$ -	\$ -	\$ -	\$ -	\$ -	-
6454 - TELEPHONE / INTERNET SERVC	\$ 749	\$ 3,500	\$ 636	\$ 3,500	\$ 2,000	\$ (1,500)	57.14%
6455 - UTILITY EXPENSE	\$ 121,660	\$ 145,000	\$ 55,165	\$ 145,000	\$ 145,000	\$ -	100.00%
6465 - BANK FEES	\$ 5,912	\$ 5,000	\$ 2,870	\$ 5,000	\$ 5,500	\$ 500	110.00%
6469 - UNCOLLECTIBLE ACCOUNTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6511 - EAM INV EXP - FUEL 1521	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

6519 - NON-INVENTORY FUEL	\$ -	\$ -	\$ -	\$ 318	\$ -	\$ -	\$ -	\$ -	\$ -	-	
6520 - OFFICE SUPPLIES	\$ 26,430	\$ 22,000	\$ 13,708	\$ 22,000	\$ 24,000	\$ 2,000				109.09%	
6521 - INVENTORY SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
6524 - SPECIALTY SUPPLIES	\$ 279,742	\$ 350,000	\$ 142,059	\$ 350,000	\$ 300,000	\$ (50,000)				85.71%	
6528-PROGRAMMING/CONSUMER COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
6529 - NON-INV - SUPPLIES	\$ 53,464	\$ 60,000	\$ 24,483	\$ 60,000	\$ 30,000	\$ (30,000)				50.00%	
6535 - LANDSCAPING SUPPLIES	\$ -	\$ -	\$ 21,212	\$ -	\$ -	\$ -					
6539 - NON INVENTORY REPAIR PARTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
6541 - EAM INV EXP - MATERIALS 1524	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
6550 - MINOR EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
6705 - PRINCIPAL-NOTES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
6721 - INTEREST EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
7214 - BUILDINGS & BUILDING IMPRVMTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Total Expenses	\$ 4,142,933	\$ 4,640,185	\$ 2,245,231	\$ 4,454,603	\$ 4,680,590	\$ 40,405				0.86%	