

McCoy Public Library

Board of Trustees Meeting Packet

Wednesday, August 19, 2026 • 5:15 P.M.

McCoy Public Library

Packet Contents

Packet Page(s)	Document	Purpose
2	Meeting Agenda	Meeting guide
3-4	August Bills for Approval	Action: review/sign invoices
5	Fund 10 Revenue & Expenses	Financial reference
6-10	Fund 10 Detail Ledger	Financial detail
11-12	Fund 21 Revenue & Expenses	Financial reference
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22-23	General Bank Statement - July 2026	Financial reference
24-27	Banning and Appeal Policy	Review
28	Director's Report - Summer 2026	Report

Accessibility: People with disabilities needing assistance to attend or participate are asked to notify McCoy Public Library at (608) 965-4424 ext. 5 prior to the meeting so accommodation may be arranged.

Prepared as a single, bookmarked PDF for easier board review. Original source documents are preserved in the packet.

NOTICE IS HEREBY GIVEN OF A MEETING OF
THE MCCOY PUBLIC LIBRARY BOARD OF TRUSTEES ON

Wednesday, August 19th, 2026 5:15 P.M.

IN THE McCOY PUBLIC LIBRARY WITHIN THE McCOY PUBLIC LIBRARY.

THE MEETING IS OPEN TO THE PUBLIC.

1. Call to order
2. Meeting duly posted:
3. Board Roll Call:
 - a. Also in attendance:
4. Public Comment
5. Appointments
6. Secretary's Report: June 17th, 2026, Meeting Minutes
7. Review & Sign Invoices
8. Banning & Appeal Policy Review
9. Director Report
10. Future Agenda Items:
11. Next Meeting Date:
12. Adjournment

All agenda items have the ability to become actionable items.

People with disabilities needing assistance to attend or participate are asked to notify McCoy Public Library (608)965-4424 ext. 5 prior to the meeting so that accommodation may be arranged.

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account = "2155110000"-"2155110800", "1055110180"-"1055110899"

GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
ADVANTAGE ARCHIVES LLC						
21-55110-700 ACT 150 EXPENSES	45478	HISTORICAL RECORD SCANNI	07/27/2026	230.00	.00	
Total ADVANTAGE ARCHIVES LLC:				230.00	.00	
Amazon Capital Services						
21-55110-104 GRATIOT A/V	144X-1FFT-XF	GRATIOT AV	07/25/2026	62.90	.00	
21-55110-703 ACT 150 - BOOKS	144X-1FFT-XF	SHULLSBURG BOOKS	07/25/2026	34.19	.00	
21-55110-705 ACT 150 - AUDIO / VIDEO	144X-1FFT-XF	LIBRARY AV SUPPLIES	07/25/2026	143.62	.00	
21-55110-104 GRATIOT A/V	19Y3-LTXQ-N9	GRATIOT SUPPLIES	08/04/2026	35.94	.00	
21-55110-705 ACT 150 - AUDIO / VIDEO	19Y3-LTXQ-N9	LIBRARY AV SUPPLIES	08/04/2026	56.70	.00	
Total Amazon Capital Services:				333.35	.00	
INGRAM LIBRARY SERVICES						
21-55110-103 GRATIOT BOOKS	98014884	GRATIOT BOOKS	07/21/2026	56.67	.00	
21-55110-703 ACT 150 - BOOKS	98014885	LIBRARY BOOKS	07/21/2026	12.73	.00	
21-55110-703 ACT 150 - BOOKS	98014886	LIBRARY BOOKS	07/21/2026	89.72	.00	
21-55110-103 GRATIOT BOOKS	98014887	GRATIOT BOOKS	07/21/2026	35.89	.00	
21-55110-703 ACT 150 - BOOKS	98198755	LIBRARY BOOKS	07/29/2026	224.92	.00	
21-55110-103 GRATIOT BOOKS	98198756	GRATIOT BOOKS	07/29/2026	48.07	.00	
Total INGRAM LIBRARY SERVICES:				468.00	.00	
PBC GURU						
21-55110-700 ACT 150 EXPENSES	INV-507060	LIBRARY SPEAKER CONSORTI	07/09/2026	500.00	.00	
Total PBC GURU:				500.00	.00	
PENWORTHY						
21-55110-103 GRATIOT BOOKS	0619703-IN	LIBRARY BOOKS	07/16/2026	202.74	.00	
21-55110-703 ACT 150 - BOOKS	0619703-IN	LIBRARY BOOKS	07/16/2026	289.14	.00	
Total PENWORTHY:				491.88	.00	
PLAYAWAY						
21-55110-707 ACT 150 - COMPUTER MAINTENANCE	543196	SHULLSBURG COMPUTERS	07/27/2026	3,499.94	.00	
Total PLAYAWAY:				3,499.94	.00	
Sprinter Business Solutions						
21-55110-700 ACT 150 EXPENSES	INV25732	LIBRARY PHONES	08/01/2026	50.74	.00	
Total Sprinter Business Solutions:				50.74	.00	
Grand Totals:				5,573.91	.00	

GL Account and Title	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: _____

Marsha Einsweilerr, Library Board President: _____

Nichole Hocking, Library Board Member: _____

Vacant, Library Board Member: _____

Kimberly Langenfeld , Library Board Member: _____

Cassie Cernek, Library Board Member: _____

Emmett Reilly, Library Board Member: _____

Suzy Turpin, Library Board Member: _____

Jennifer Detra, Library Director: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account = "2155110000"-"2155110800", "1055110180"-"1055110899"

CITY OF SHULLSBURG
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2026

GENERAL AND DEBT SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>LIBRARY</u>					
10-55110-110 LIBRARY: WAGE	5,644.41	42,275.16	80,751.74	38,476.58	52.35
10-55110-151 LIBRARY: FICA/MEDICARE	442.66	3,309.40	6,177.51	2,868.11	53.57
10-55110-152 LIBRARY: RETIREMENT	230.04	1,637.88	3,167.40	1,529.52	51.71
10-55110-329 LIBRARY SHARED AUTOMATION FEES	.00	7,566.68	7,566.68	.00	100.00
10-55110-370 LIBRARY: CLEANING	142.00	984.00	2,000.00	1,016.00	49.20
TOTAL LIBRARY	6,459.11	55,773.12	99,663.33	43,890.21	55.96
TOTAL FUND EXPENDITURES	6,459.11	55,773.12	99,663.33	43,890.21	55.96
NET REVENUES OVER EXPENDITURES	(6,459.11)	(55,773.12)	(99,663.33)	(43,890.21)	(55.96)

Report Criteria:

Actual amounts

All accounts

Account.Account number = "1055110000"-"1055120152"

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
10-55110-110 LIBRARY: WAGE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	36,630.75
PC	23	PAYROLL TRANS FOR 7/4/2026 PAY PERIOD	1,481.74		
PC	50	PAYROLL TRANS FOR 7/11/2026 PAY PERIOD	1,462.91		
PC	75	PAYROLL TRANS FOR 7/18/2026 PAY PERIOD	1,316.67		
PC	109	PAYROLL TRANS FOR 7/25/2026 PAY PERIOD	1,383.09		
		07/31/2026 (07/26) Period Totals and Balance	5,644.41 *	.00 *	42,275.16
YTD Encumbrance	.00	YTD Actual	42,275.16	Total	42,275.16
		YTD Budget	80,751.74	Unexpended	38,476.58
10-55110-150 LIBRARY: FRINGES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
10-55110-151 LIBRARY: FICA/MEDICARE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	2,866.74
PB	40	PAYROLL TRANS FOR 7/4/2026 PAY PERIOD	115.96		
PB	85	PAYROLL TRANS FOR 7/11/2026 PAY PERIOD	114.83		
PB	128	PAYROLL TRANS FOR 7/18/2026 PAY PERIOD	103.47		
PB	178	PAYROLL TRANS FOR 7/25/2026 PAY PERIOD	108.40		
		07/31/2026 (07/26) Period Totals and Balance	442.66 *	.00 *	3,309.40
YTD Encumbrance	.00	YTD Actual	3,309.40	Total	3,309.40
		YTD Budget	6,177.51	Unexpended	2,868.11
10-55110-152 LIBRARY: RETIREMENT					
		06/30/2026 (06/26) Balance	.00 *	.00 *	1,407.84
PB	41	PAYROLL TRANS FOR 7/4/2026 PAY PERIOD	68.34		
PB	86	PAYROLL TRANS FOR 7/11/2026 PAY PERIOD	52.16		
PB	129	PAYROLL TRANS FOR 7/18/2026 PAY PERIOD	52.16		
PB	179	PAYROLL TRANS FOR 7/25/2026 PAY PERIOD	57.38		
		07/31/2026 (07/26) Period Totals and Balance	230.04 *	.00 *	1,637.88
YTD Encumbrance	.00	YTD Actual	1,637.88	Total	1,637.88
		YTD Budget	3,167.40	Unexpended	1,529.52
10-55110-153 LIBRARY: HEALTH INSURANCE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
10-55110-153 LIBRARY: HEALTH INSURANCE (continued)					
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	.00
10-55110-180 LIBRARY: MILEAGE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	.00
10-55110-320 LIBRARY: SUPPLIES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	.00
10-55110-321 LIBRARY PHONE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	.00
10-55110-322 LIBRARY BOOKS					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	.00
10-55110-323 LIBRARY MAGAZINES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	.00
10-55110-324 LIBRARY NEWSPAPER					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
10-55110-324 LIBRARY NEWSPAPER (continued)					
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
10-55110-325 LIBRARY AUDIO/VISUAL					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
10-55110-326 LIBRARY PROGRAM FEES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
10-55110-327 LIBRARY PROFESSIONAL DEVELOPME					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
10-55110-328 LIBRARY COMPUTER MAINTENANCE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
10-55110-329 LIBRARY SHARED AUTOMATION FEES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	7,566.68
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	7,566.68
YTD Encumbrance	.00	YTD Actual	7,566.68	Total	7,566.68
		YTD Budget	7,566.68	Unexpended	.00
10-55110-330 LIBRARY: TECHNOLOGY					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
10-55110-330 LIBRARY: TECHNOLOGY (continued)					
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	.00
10-55110-331 LIBRARY: INTERNET/ T-1 LINE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	.00
10-55110-370 LIBRARY: CLEANING					
		06/30/2026 (06/26) Balance	.00 *	.00 *	842.00
PC	21	PAYROLL TRANS FOR 7/4/2026 PAY PERIOD	34.00		
PC	48	PAYROLL TRANS FOR 7/11/2026 PAY PERIOD	38.00		
PC	73	PAYROLL TRANS FOR 7/18/2026 PAY PERIOD	36.00		
PC	107	PAYROLL TRANS FOR 7/25/2026 PAY PERIOD	34.00		
		07/31/2026 (07/26) Period Totals and Balance	142.00 *	.00 *	984.00
YTD Encumbrance	.00	YTD Actual 984.00 Total 984.00	YTD Budget 2,000.00	Unexpended 1,016.00	
10-55110-399 LIBRARY: GRATIOT ANNEX					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	.00
10-55110-899 LIBRARY: EQUIPMENT					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total .00	YTD Budget .00	Unexpended .00	.00
10-55120-110 LIBRARY ASSISTANT WAGE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
10-55120-110 LIBRARY ASSISTANT WAGE (continued)					
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			.00	YTD Budget	.00
				Unexpended	.00
10-55120-151 LIBRARY ASSISTANT FICA					
	06/30/2026 (06/26)	Balance	.00 *	.00 *	.00
	07/31/2026 (07/26)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			.00	YTD Budget	.00
				Unexpended	.00
10-55120-152 LIBRARY ASSISTANCE RETIREMENT					
	06/30/2026 (06/26)	Balance	.00 *	.00 *	.00
	07/31/2026 (07/26)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			.00	YTD Budget	.00
				Unexpended	.00
Number of transactions: 16			Debit	Credit	Proof
Number of accounts: 24					
Grand Totals:			6,459.11	.00	6,459.11

Report Criteria:

Actual amounts

All accounts

Account.Account number = "1055110000"- "1055120152"

CITY OF SHULLSBURG
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2026

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>SOURCE 48</u>					
21-48100-000 INTEREST ON INVESTMENTS	434.76	3,244.36	5,550.00	(2,305.64)	58.46
21-48510-000 DONATIONS	.00	7,051.38	.00	7,051.38	.00
21-48510-400 ACT 150 REVENUE	.00	58,921.96	58,921.96	.00	100.00
21-48900-000 MISC REVENUES	.00	483.50	800.00	(316.50)	60.44
21-48900-100 VILLAGE OF GRATIOT REVENUE	.00	6,000.00	6,000.00	.00	100.00
21-48900-102 TOWN OF GRATIOT REVENUE	.00	6,000.00	6,000.00	.00	100.00
TOTAL SOURCE 48	434.76	81,701.20	77,271.96	4,429.24	105.73
TOTAL FUND REVENUE	434.76	81,701.20	77,271.96	4,429.24	105.73

CITY OF SHULLSBURG
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JULY 31, 2026

LIBRARY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
21-55110-100	GRATIOT EXPENSES	16.21	12,153.70	2,250.00	(9,903.70)	540.16
21-55110-103	GRATIOT BOOKS	416.30	3,836.73	5,250.00	1,413.27	73.08
21-55110-104	GRATIOT A/V	.00	1,015.56	1,000.00	(15.56)	101.56
21-55110-105	GRATIOT MISC CIRC	.00	36.42	500.00	463.58	7.28
21-55110-327	LIBRARY PROFESSIONAL DEVELOPME	.00	628.75	1,500.00	871.25	41.92
21-55110-331	LIBRARY: INTERNET/ T-1 LINE	600.00	600.00	1,200.00	600.00	50.00
21-55110-700	ACT 150 EXPENSES	92.39	1,106.34	1,500.00	393.66	73.76
21-55110-701	ACT 150 - MILEGAGE	.00	154.58	500.00	345.42	30.92
21-55110-702	ACT 150 - SUPPLIES	10.54	6,651.35	4,818.78	(1,832.57)	138.03
21-55110-703	ACT 150 - BOOKS	550.98	8,894.82	14,000.00	5,105.18	63.53
21-55110-704	ACT 150 - MAGAZINES	.00	134.18	750.00	615.82	17.89
21-55110-705	ACT 150 - AUDIO / VIDEO	297.93	3,146.08	5,000.00	1,853.92	62.92
21-55110-706	ACT 150- PROGRAM FEES	212.00	10,996.17	8,000.00	(2,996.17)	137.45
21-55110-707	ACT 150 - COMPUTER MAINTENANCE	.00	1,443.02	5,000.00	3,556.98	28.86
21-55110-710	LIBRARY: MISC CIRCULATION	47.97	1,831.03	4,350.00	2,518.97	42.09
TOTAL DEPARTMENT 110		2,244.32	52,628.73	55,618.78	2,990.05	94.62
DEPARTMENT 112						
21-55112-110	GRATIOT WAGE EXPENSE	1,504.80	10,770.16	20,114.43	9,344.27	53.54
21-55112-151	GRATIOT FICA EXPENSE	115.12	823.98	1,538.75	714.77	53.55
TOTAL DEPARTMENT 112		1,619.92	11,594.14	21,653.18	10,059.04	53.54
TOTAL FUND EXPENDITURES		3,864.24	64,222.87	77,271.96	13,049.09	83.11
NET REVENUES OVER EXPENDITURES		(3,429.48)	17,478.33	.00	(8,619.85)	.00

Report Criteria:

Actual amounts

All accounts

Account.Account number = "2111100000"- "2111111000", "2143790000", "2148100000"- "2148510000", "2148510300"- "2148900102", "2155110000"- "2155110100", "215511

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
21-11110-000 LIBRARY FUND MM- CLARE BANK					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
21-11111-000 TREASURERS CASH					
		06/30/2026 (06/26) Balance	.00 *	.00 *	16,055.19
CA-CDA	15	CDA2 Fund Allocation - Created: 07/28/26 2:12 P		-92.39	
CA-CDA	3	CDA Fund Allocation - Created: 07/28/26 2:12 PM		-2,151.93	
CA-CRJ	21	CRJE Fund Allocation - Created: 08/04/26 2:19 P	22.41		
CA-PB	2	PB Fund Allocation - Created: 07/14/26 8:36 AM		-24.60	
CA-PB	7	PB Fund Allocation - Created: 07/22/26 6:10 PM		-31.95	
CA-PB	12	PB Fund Allocation - Created: 07/29/26 9:39 AM		-31.03	
CA-PB	17	PB Fund Allocation - Created: 08/04/26 11:58 AM		-27.54	
CA-PC	2	PC Fund Allocation - Created: 07/14/26 8:36 AM		-321.60	
CA-PC	7	PC Fund Allocation - Created: 07/22/26 6:10 PM		-417.60	
CA-PC	12	PC Fund Allocation - Created: 07/29/26 9:39 AM		-405.60	
CA-PC	17	PC Fund Allocation - Created: 08/04/26 11:58 AM		-360.00	
		07/31/2026 (07/26) Period Totals and Balance	22.41 *	-3,864.24 *	12,213.36
21-11112-000 LIBRARY- BSB- INTRAFI NETWORK					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.07
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.07
21-11113-000 LIBRARY FUND - BSB ACCT 6013					
		06/30/2026 (06/26) Balance	.00 *	.00 *	129,470.16
JE	27	Record Library MM Interest- 0613-BSB	412.35		
		07/31/2026 (07/26) Period Totals and Balance	412.35 *	.00 *	129,882.51
21-43790-000 LIBRARY GRANTS					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unearned	.00
21-48100-000 INTEREST ON INVESTMENTS					
		06/30/2026 (06/26) Balance	.00 *	.00 *	-2,809.60
CRJE	81	Record general fund checking interest		-22.41	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
21-48100-000 INTEREST ON INVESTMENTS (continued)					
JE	27	Record Library MM Interest 0613- BSB		-412.35	
		07/31/2026 (07/26) Period Totals and Balance	.00 *	-434.76 *	-3,244.36
YTD Encumbrance	.00	YTD Actual	3,244.36- Total	3,244.36- YTD Budget	5,550.00- Unearned 2,305.64
21-48510-000 DONATIONS					
		06/30/2026 (06/26) Balance	.00 *	.00 *	-7,051.38
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	-7,051.38
YTD Encumbrance	.00	YTD Actual	7,051.38- Total	7,051.38- YTD Budget	.00 Unearned 7,051.38-
21-48510-300 FRIENDS OF LIBRARY DONATION					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00
21-48510-400 ACT 150 REVENUE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	-58,921.96
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	-58,921.96
YTD Encumbrance	.00	YTD Actual	58,921.96- Total	58,921.96- YTD Budget	58,921.96- Unearned .00
21-48510-500 PRIVATE DONATIONS					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00
21-48510-600 GRANT REVENUE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unearned .00
21-48900-000 MISC REVENUES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	-483.50

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
21-48900-000 MISC REVENUES (continued)					
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	-483.50
YTD Encumbrance	.00	YTD Actual 483.50- Total	483.50- YTD Budget	800.00- Unearned	316.50
21-48900-100 VILLAGE OF GRATIOT REVENUE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	-6,000.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	-6,000.00
YTD Encumbrance	.00	YTD Actual 6,000.00- Total	6,000.00- YTD Budget	6,000.00- Unearned	.00
21-48900-101 FAMILIES 1ST GRATIOT MISC REV					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00 YTD Budget	.00 Unearned	.00
21-48900-102 TOWN OF GRATIOT REVENUE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	-6,000.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	-6,000.00
YTD Encumbrance	.00	YTD Actual 6,000.00- Total	6,000.00- YTD Budget	6,000.00- Unearned	.00
21-55110-000 LIBRARY EXPENDITURES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00 YTD Budget	.00 Unexpended	.00
21-55110-100 GRATIOT EXPENSES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	12,137.49
AP	17	MASTERCARD	16.21		
		**VendorNo: 1027 **Inv. No: 07012026-LIBRARY **Desc: GRATIOT LIBRARY SUPPLIES **Inv. Date: 07/01/26			
		07/31/2026 (07/26) Period Totals and Balance	16.21 *	.00 *	12,153.70
YTD Encumbrance	.00	YTD Actual 12,153.70 Total	12,153.70 YTD Budget	2,250.00 Unexpended	9,903.70-
21-55110-102 MISCELLANEOUS EXPENSES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
21-55110-102 MISCELLANEOUS EXPENSES (continued)					
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
21-55110-103 GRATIOT BOOKS					
		06/30/2026 (06/26) Balance	.00 *	.00 *	3,420.43
AP	88	CHILDREN'S PLUS DBA LIBRARIA	167.98		
		**VendorNo: 1882 **Inv. No: 284110 **Desc: GRATIOT BOOKS **Inv. Date: 06/17/26			
AP	80	INGRAM LIBRARY SERVICES	29.28		
		**VendorNo: 1838 **Inv. No: 97463413 **Desc: GRATIOT BOOKS **Inv. Date: 06/24/26			
AP	83	INGRAM LIBRARY SERVICES	79.06		
		**VendorNo: 1838 **Inv. No: 97463416 **Desc: GRATIOT BOOKS **Inv. Date: 06/24/26			
AP	89	CHILDREN'S PLUS DBA LIBRARIA	139.98		
		**VendorNo: 1882 **Inv. No: 285747 **Desc: GRATIOT BOOKS **Inv. Date: 07/01/26			
		07/31/2026 (07/26) Period Totals and Balance	416.30 *	.00 *	3,836.73
YTD Encumbrance	.00	YTD Actual	3,836.73	Total	3,836.73
		YTD Budget	5,250.00	Unexpended	1,413.27
21-55110-104 GRATIOT A/V					
		06/30/2026 (06/26) Balance	.00 *	.00 *	1,015.56
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	1,015.56
YTD Encumbrance	.00	YTD Actual	1,015.56	Total	1,015.56
		YTD Budget	1,000.00	Unexpended	15.56-
21-55110-105 GRATIOT MISC CIRC					
		06/30/2026 (06/26) Balance	.00 *	.00 *	36.42
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	36.42
YTD Encumbrance	.00	YTD Actual	36.42	Total	36.42
		YTD Budget	500.00	Unexpended	463.58
21-55110-110 LIBRARY ASSISTANT WAGE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
21-55110-151 LIBRARY ASSISTANT- FICA					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
21-55110-151 LIBRARY ASSISTANT- FICA (continued)					
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
21-55110-210 GRANT EXPENSES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
21-55110-327 LIBRARY PROFESSIONAL DEVELOPME					
		06/30/2026 (06/26) Balance	.00 *	.00 *	628.75
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	628.75
YTD Encumbrance	.00	YTD Actual 628.75 Total	628.75	YTD Budget 1,500.00 Unexpended	871.25
21-55110-329 LIBRARY SHARED AUTOMATION FEES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual .00 Total	.00	YTD Budget .00 Unexpended	.00
21-55110-331 LIBRARY: INTERNET/ T-1 LINE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
AP	36	WIS DEPT OF ADMINISTRATION	600.00		
		**VendorNo: 1275 **Inv. No: 505-0000112414 **Desc: TEACH SERVICES **Inv. Date: 06/30/26			
		07/31/2026 (07/26) Period Totals and Balance	600.00 *	.00 *	600.00
YTD Encumbrance	.00	YTD Actual 600.00 Total	600.00	YTD Budget 1,200.00 Unexpended	600.00
21-55110-700 ACT 150 EXPENSES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	1,013.95
AP	67	GORDON FLESCH CO INC	41.65		
		**VendorNo: 1738 **Inv. No: 07012026 **Desc: LIBRARY PRINTER **Inv. Date: 07/01/26			
AP	69	Sprinter Business Solutions	50.74		

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
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21-55110-700 ACT 150 EXPENSES (continued)

**VendorNo: 1765 **Inv. No: INV25243 **Desc: LIBRARY PHONES **Inv. Date: 07/01/26

07/31/2026 (07/26) Period Totals and Balance 92.39 * .00 * 1,106.34

YTD Encumbrance .00 YTD Actual 1,106.34 Total 1,106.34 YTD Budget 1,500.00 Unexpended 393.66

21-55110-701 ACT 150 - MILEGAGE

06/30/2026 (06/26) Balance .00 * .00 * 154.58

07/31/2026 (07/26) Period Totals and Balance .00 * .00 * 154.58

YTD Encumbrance .00 YTD Actual 154.58 Total 154.58 YTD Budget 500.00 Unexpended 345.42

21-55110-702 ACT 150 - SUPPLIES

06/30/2026 (06/26) Balance .00 * .00 * 6,640.81

AP 18 MASTERCARD 10.54

**VendorNo: 1027 **Inv. No: 07012026-LIBRARY **Desc: LIBRARY SUPPLIES **Inv. Date: 07/01/26

07/31/2026 (07/26) Period Totals and Balance 10.54 * .00 * 6,651.35

YTD Encumbrance .00 YTD Actual 6,651.35 Total 6,651.35 YTD Budget 4,818.78 Unexpended 1,832.57-

21-55110-703 ACT 150 - BOOKS

06/30/2026 (06/26) Balance .00 * .00 * 8,343.84

AP 87 CHILDREN'S PLUS DBA LIBRARIA 301.53

**VendorNo: 1882 **Inv. No: 284110 **Desc: LIBRARY BOOKS **Inv. Date: 06/17/26

AP 81 INGRAM LIBRARY SERVICES 77.33

**VendorNo: 1838 **Inv. No: 97463414 **Desc: LIBRARY BOOKS **Inv. Date: 06/24/26

AP 82 INGRAM LIBRARY SERVICES 108.81

**VendorNo: 1838 **Inv. No: 97463415 **Desc: LIBRARY BOOKS **Inv. Date: 06/24/26

AP 90 CHILDREN'S PLUS DBA LIBRARIA 38.39

**VendorNo: 1882 **Inv. No: 285954 **Desc: LIBRARY BOOKS **Inv. Date: 07/06/26

AP 84 INGRAM LIBRARY SERVICES 24.92

**VendorNo: 1838 **Inv. No: 97724486 **Desc: LIBRARY BOOKS **Inv. Date: 07/07/26

07/31/2026 (07/26) Period Totals and Balance 550.98 * .00 * 8,894.82

YTD Encumbrance .00 YTD Actual 8,894.82 Total 8,894.82 YTD Budget 14,000.00 Unexpended 5,105.18

21-55110-704 ACT 150 - MAGAZINES

06/30/2026 (06/26) Balance .00 * .00 * 134.18

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
21-55110-704 ACT 150 - MAGAZINES (continued)					
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	134.18
YTD Encumbrance	.00	YTD Actual 134.18 Total	134.18	YTD Budget 750.00 Unexpended	615.82
21-55110-705 ACT 150 - AUDIO / VIDEO					
		06/30/2026 (06/26) Balance	.00 *	.00 *	2,848.15
AP	28	MIDWEST TAPE	130.88		
		**VendorNo: 1148 **Inv. No: 509007412 **Desc: LIBRARY DVDS **Inv. Date: 06/15/26			
AP	78	THOMAS KLISE/CRIMSON MULTIMEDIA	81.13		
		**VendorNo: 1833 **Inv. No: 030081 **Desc: LIBRARY A/V **Inv. Date: 06/15/26			
AP	79	THOMAS KLISE/CRIMSON MULTIMEDIA	66.02		
		**VendorNo: 1833 **Inv. No: 030389 **Desc: LIBRARY A/V **Inv. Date: 06/29/26			
AP	19	MASTERCARD	19.90		
		**VendorNo: 1027 **Inv. No: 07012026-LIBRARY **Desc: LIBRARY A/V **Inv. Date: 07/01/26			
		07/31/2026 (07/26) Period Totals and Balance	297.93 *	.00 *	3,146.08
YTD Encumbrance	.00	YTD Actual 3,146.08 Total	3,146.08	YTD Budget 5,000.00 Unexpended	1,853.92
21-55110-706 ACT 150- PROGRAM FEES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	10,784.17
AP	97	SOUTHWEST GRAPHICS	212.00		
		**VendorNo: 198 **Inv. No: 51472 **Desc: LIBRARY SUPPLIES - PRINTING **Inv. Date: 06/26/26			
		07/31/2026 (07/26) Period Totals and Balance	212.00 *	.00 *	10,996.17
YTD Encumbrance	.00	YTD Actual 10,996.17 Total	10,996.17	YTD Budget 8,000.00 Unexpended	2,996.17-
21-55110-707 ACT 150 - COMPUTER MAINTENANCE					
		06/30/2026 (06/26) Balance	.00 *	.00 *	1,443.02
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	1,443.02
YTD Encumbrance	.00	YTD Actual 1,443.02 Total	1,443.02	YTD Budget 5,000.00 Unexpended	3,556.98
21-55110-708 ACT 150 - GRATIOT ANNEX					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
21-55110-708 ACT 150 - GRATIOT ANNEX (continued)					
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			.00	YTD Budget	.00
				Unexpended	.00
21-55110-709 ACT 150 - LIBRARY EQUIPMENT					
	06/30/2026 (06/26)	Balance	.00 *	.00 *	.00
	07/31/2026 (07/26)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			.00	YTD Budget	.00
				Unexpended	.00
21-55111-110 PRIVATE DONATION WAGES					
	06/30/2026 (06/26)	Balance	.00 *	.00 *	.00
	07/31/2026 (07/26)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			.00	YTD Budget	.00
				Unexpended	.00
21-55111-151 PRIVATE DONATION FICA					
	06/30/2026 (06/26)	Balance	.00 *	.00 *	.00
	07/31/2026 (07/26)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			.00	YTD Budget	.00
				Unexpended	.00
21-55111-152 PRIVATE DONATION RETIREMENT					
	06/30/2026 (06/26)	Balance	.00 *	.00 *	.00
	07/31/2026 (07/26)	Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
			.00	YTD Budget	.00
				Unexpended	.00
21-55112-110 GRATIOT WAGE EXPENSE					
	06/30/2026 (06/26)	Balance	.00 *	.00 *	9,265.36
PC	24	PAYROLL TRANS FOR 7/4/2026 PAY PERIOD	321.60		
PC	51	PAYROLL TRANS FOR 7/11/2026 PAY PERIOD	417.60		
PC	76	PAYROLL TRANS FOR 7/18/2026 PAY PERIOD	405.60		
PC	111	PAYROLL TRANS FOR 7/25/2026 PAY PERIOD	360.00		
	07/31/2026 (07/26)	Period Totals and Balance	1,504.80 *	.00 *	10,770.16
YTD Encumbrance	.00	YTD Actual	10,770.16	Total	10,770.16
			10,770.16	YTD Budget	20,114.43
				Unexpended	9,344.27
21-55112-151 GRATIOT FICA EXPENSE					
	06/30/2026 (06/26)	Balance	.00 *	.00 *	708.86

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
21-55112-151 GRATIOT FICA EXPENSE (continued)					
PB	42	PAYROLL TRANS FOR 7/4/2026 PAY PERIOD	24.60		
PB	87	PAYROLL TRANS FOR 7/11/2026 PAY PERIOD	31.95		
PB	130	PAYROLL TRANS FOR 7/18/2026 PAY PERIOD	31.03		
PB	181	PAYROLL TRANS FOR 7/25/2026 PAY PERIOD	27.54		
		07/31/2026 (07/26) Period Totals and Balance	115.12 *	.00 *	823.98
YTD Encumbrance	.00	YTD Actual	823.98	Total	823.98
		YTD Budget	1,538.75	Unexpended	714.77
21-55112-152 GRATIOT RETIREMENT					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
21-55113-110 YOUTH SERVICES LIBRARIAN WAGES					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
21-55113-151 YOUTH SERVICES LIBRARIAN FICA					
		06/30/2026 (06/26) Balance	.00 *	.00 *	.00
		07/31/2026 (07/26) Period Totals and Balance	.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00
		YTD Budget	.00	Unexpended	.00
Number of transactions: 41 Number of accounts: 45			Debit	Credit	Proof
Grand Totals:			4,251.03	-4,299.00	-47.97

Report Criteria:

Actual amounts

All accounts

Account.Account number = "2111100000"- "2111111000", "2143790000", "2148100000"- "2148510000", "2148510300"- "2148900102", "2155110000"- "2155110100", "215511



42 West Main St
Benton WI 53803-7124

RETURN SERVICE REQUESTED

CITY OF SHULLSBURG
MCCOY LIBRARY FUNDS
PO BOX 580
SHULLSBURG WI 53586-0580

Statement Ending 07/31/2026

Page 1 of 2

Managing Your Accounts

	Branch Name	Conservation First Bank
	Branch Number	608-965-3600
	Mailing Address	195 Hwy 11 Shullsburg, WI 53586
	Website	conservationfirstbank.com

Summary of Accounts

Account Type	Account Number	Ending Balance
MSF Super NOW	XXXXXX6013	\$129,882.58

MSF Super NOW - XXXXXX6013

Account Summary

Date	Description	Amount
07/01/2026	Beginning Balance	\$129,470.23
	1 Credit(s) This Period	\$412.35
	0 Debit(s) This Period	\$0.00
07/31/2026	Ending Balance	\$129,882.58

Interest Summary

Description	Amount
Annual Percentage Yield Earned	3.81%
Interest Days	31
Interest Earned Not Paid	\$0.00
Interest Paid This Period	\$412.35
Interest Paid Year-to-Date	\$2,759.32
Minimum Balance	\$129,470.23

Deposits

Date	Description	Amount
07/31/2026	Accr Earning Pymt Added to Account	\$412.35

1 item(s) totaling \$412.35

Daily Balances

Date	Amount	Date	Amount
07/01/2026	\$129,470.23	07/31/2026	\$129,882.58

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00
Totals	\$0.00	\$0.00



McCoy Public Library Banning and Appeal Policy

Approved by the McCoy Public Library Board of Trustees: May 2023

Policy Review: At least every three years

Next Scheduled Review: 2026

I. Purpose

The McCoy Public Library is committed to providing a safe, welcoming, and accessible environment for all library users, staff, volunteers, and visitors. Individuals are expected to follow the Library's Behavior Policy and to respect the rights, safety, and property of others.

When an individual engages in severe or repeated misconduct, fails to comply with the Library's Behavior Policy, or otherwise presents a significant disruption or safety concern, the Library may restrict the individual's use of library property or services, including banning the individual from the Library.

This policy establishes procedures for issuing bans and for appealing restrictions or bans.

II. Banning Procedure

Library staff may take appropriate action when an individual violates the Library's Behavior Policy or engages in misconduct. Depending on the seriousness and circumstances of the conduct, staff may ask an individual to leave the Library or may issue a ban from library property.

For repeated misconduct, the following progressive banning schedule may be used:

1. **First offense:** The individual may be banned from library property for one day.
2. **Second offense:** The individual may be banned from library property for one week.
3. **Third offense:** The individual may be banned from library property for one month.
4. **Continued or serious misconduct:** The individual may be banned for an extended or indefinite period.

The Library may impose a longer ban when the seriousness of the conduct warrants doing so, regardless of the individual's prior offense history.

The Library Director or designee may determine the length and conditions of a ban, consistent with this policy and the Library's Behavior Policy.

III. Notice of Ban

When a month or longer ban is imposed, the individual should be provided written notice when reasonably possible. The notice should include:

- The reason for the ban;

- The effective date of the ban;
- The length or expiration date of the ban;
- The library property or activities covered by the ban; and
- Information about the individual's right to appeal.

If circumstances make written notice impractical at the time the ban is issued, the Library will provide written notice as soon as reasonably practicable.

IV. Scope of a Ban

Unless otherwise specified in the written notice, a ban prohibits the individual from entering or remaining on McCoy Public Library property during the period of the ban.

The Library may establish reasonable conditions or exceptions in a written ban when necessary to address legitimate library business or accessibility needs.

V. Non-Compliance with a Ban

An individual who has been banned from library property is expected to comply with the terms and dates stated in the written notice.

If a banned individual enters or remains on Library property during the period of the ban, Library staff may direct the individual to leave and may contact law enforcement when appropriate. An individual who enters or remains on property after being notified that they are prohibited from doing so may be subject to applicable trespassing laws, including Wisconsin Statute § 943.14.

VI. Right to Appeal

An individual may appeal any restriction placed on their library account and/or any ban placed on the individual.

An appeal may be requested regardless of the length of the restriction or ban.

Notice of Appeal

The individual must submit a written notice requesting an appeal within **10 calendar days** after the event or decision being appealed.

The written notice should be provided to both the **Library Director** and the **Library Board President**, c/o:

McCoy Public Library
190 N. Judgement St.
Shullsburg, WI 53586

The Library will provide reasonable accommodations for individuals who require assistance in accessing or participating in the appeal process.

Review Meeting

The Library Board will hold a review meeting within **30 days** after receiving the written notice of appeal.

The individual will be notified at least **10 days before the review meeting** and will be invited to explain the basis for the appeal.

At the review, the individual may present relevant information, including witnesses, character references, written statements, or other documentation.

The President of the Library Board shall conduct the review. A staff member or Board member shall record the proceedings.

Decision

Within **30 days after completion of the review**, the Library Board shall issue a written decision stating the reasons for its determination.

The Board may:

- Affirm the restriction or ban;
- Reverse the restriction or ban; or
- Remand the matter to the Library Director or designee with instructions for reconsideration.

A Board decision to affirm or reverse the restriction or ban shall constitute the final determination for purposes of the Library's appeal process.

VII. Effect of an Appeal

Unless otherwise determined by the Library Board, a restriction or ban remains in effect while an appeal is pending.

Filing an appeal does not, by itself, authorize an individual to enter Library property during a period in which they have been banned.

VIII. Records and Confidentiality

The Library will maintain records relating to bans and appeals in accordance with applicable public records requirements and Library record-retention practices.

Information concerning an individual's library use or account will be handled in accordance with applicable Wisconsin law and Library policies.

IX. Policy Review

This Banning and Appeal Policy will be reviewed by the Library Board of Trustees and Library staff at least every three years, or more frequently as circumstances warrant.

Next Scheduled Review: 2029

Director's Report/Summer 2026

Programming

- Monthly Events: Book Club, Passive activities, Assisted Living Visits, and Storytimes
- Summer Reading Programs – SO Busy!! We offered 12 daily passive activities and averaged 10 special programs throughout each month. The end of summer prize drawings event is the last week of August
- Movie at the pool was a last-minute addition to our programming plan. We might co-host more with Advance Shullsburg depending on popularity
- Memory screenings scheduled for later this month
- School visits/story times are being scheduled along with NHS lead programming (3 monthly), a new Pokémon Club, and more

Meetings & CE

- SWLS small/medium Meeting – operations & Staffing focused, collection inventory
- Museum Committee – about 2-3hrs weekly & ongoing
- LCLDPC – touring new libraries
- SWLS Collection Development Committee will be doing “policy in action” tours

Other Items of Note

- I am covering Gratiot Tuesdays and Thursdays for the next few months
- New kids tablet stations are popular. The kids are excited to have the new & improved tech
- FoSL are selling birthday calendars for a library fundraiser, the book sale is coming up, and they received a grant to purchase the library sprout learning backpacks (kits)