AGENDA
Library Board of Trustees-Verona Public Library
500 Silent Street Verona, WI 53593
608-845-7180

Wednesday, October 6, 2021, 6:30 p.m.
Library Community Room

Call to order
• Approval of the Regular Meeting Minutes of 9/1/21
• Review and approval of September 2021 invoices
• Public Comments
• City Council Liaison’s report
• Library Director’s report
• Old Business
  1. Discussion and possible action regarding library response to COVID-19 and library reopening plan
  2. Discussion and possible action regarding the 2022 library operating budget
• New Business
  1. Discussion and possible action regarding the 2021 & 2022 Library Hours of Operation and Planned Closures
VPL Board Meeting Minutes
Library Board of Trustees-Verona Public Library
500 Silent Street Verona, WI 53593

Wednesday, September 1, 2021, 6:30 p.m.
Board Meeting

Present: Hopp, Cronin, Huemmer, Safarik, Conwell, Burkart
Guest: Strutz
Absent: Sohail, Ryan

Call to order:
Hopp called the meeting to order at 6:30 p.m.

Approval of Minutes:
A motion was made by Huemmer, seconded by Conwell to approve the Regular Meeting Minutes of 08/04/2021. Motion carried.

Review and Approval of Invoices:
A motion was made by Huemmer, seconded by Safarik to approve the August 2021 invoices. Motion carried.

Public Comments:
None

City Council Liaison Report:
- Cronin reported that the District 2 alder position is vacant. There are currently no applicants.
- Sugar Creek development road improvements are not yet complete.
- City budget proposals for 2022 will require significant cuts due to expected revenue shortfall. Council hopes to maintain COLA adjustments for city employees.
- Council seeking input for re-purposing the New Century school building.

Library Director’s Report:
- Summer Reading Program concluded on August 31.
- Library is complying with Dane County mask mandate. Patrons have been understanding.
- In response to COVID-19, the library has purchased equipment to allow hybrid virtual/in-person events.
- Six Library Page positions have been filled. Three vacant Youth Services positions have been posted. The open part-time reference position will not be filled at this time.
Old Business:

1. **Discussion and possible action regarding library response to COVID-19 and library reopening plan:**
   - Curbside pick-up hours are offered Monday, Wednesday, and Friday, weather permitting. Number of appointments has remained steady despite reduction of available time slots. Additional hours can be offered if demand warrants.
   - The board supports returning public computer stations to center of library and increasing individual seating options.
   - The board supports offering in-person events for adults provided masks are required, capacity is limited, and distance between participants is maintained.
   - Hybrid virtual/in-person events may require change in performer contract language to allow live streaming, recording, and re-broadcasting. Each event will be considered on a case-by-case basis.
   - Appreciation event for donors and volunteers will be postponed until refreshments can be enjoyed safely.

2. **Discussion of the 2022 library operating budget:**
   - Budget increases include personnel services (salaries and wages, health insurance, etc.), SCLS, and Green Team initiatives.
   - New display shelving for adult fiction and non-fiction has been removed from the proposed budget in an effort to trim costs.
   - Carpet in the center portion of the library will likely be replaced late in the calendar year, with hopes that display shelving can be purchased early in 2023.
   - Staff will work internally to conduct diversity audit without the expense of iCurate.
   - Library will discontinue circulating Wifi hot spots, resulting in a savings of $7350.
   - Disposable face masks will be moved from the lobby to the service desks to reduce PPE expenses.
   - Library Board supports reducing amount of reserve funds to maintain materials and events spending at current levels.

New Business:

1. **Discussion and possible action regarding the 2022 Dane County Library Services Agreement for Extension of Library Service:** A motion was made by Huemmer, seconded by Conwell to approve the agreement. Motion carried.

Adjournment: Meeting adjourned at 7:38 p.m.
I. Collection Development

Theresa is working on phasing out the circulating wifi hotspot program. They will be shut off in mid-December to avoid incurring any charges in 2022.

Emma created a display for Hispanic Heritage Month.

Number of items added and deleted in August 2021.

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<tr>
<th>Item Type</th>
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<td>Other (kits, etc.)</td>
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<td>Magazines</td>
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II. Circulation

August 2021 Statistics

- Self-check-outs: 31,613
- Total check-outs: 51,007
- Self-check-outs vs. desk: 80%
- July 2020 vs. July 2021: 64%
- Check-ins: 39,562
- Library cards added: 129
- Holds placed: 13,510

Curbside pick-up:
Currently curbside pick-up appointments are available:

- MW: 10:00 – 12:00 pm/3:30 - 6:30 pm
- F: 10:00 – 2:00 pm/3:30 - 5:30 pm
III. Reference
Emma attended the Social Explorer database demonstration on Wednesday, September 15.

Statistics (past month):
- Reference questions: 709
- Youth Services Reference questions: 807
- Directional questions: 110
- Exam Proctoring: 1
- Outer Library Loans: 41 requests
- One-on-one Instruction: 21
- Curbside Pick-up appointments: 233
- Computer Lab Sessions: 418
- Librarian’s Choice requests: 27
- Library visits: 13,086

Social Media Engagement:
- Facebook: 3,848 followers, 45 posts
- Twitter: 1,773 followers
- Instagram: 1,226 followers, 7 posts, 18 stories
- Events Newsletter A: 11,637 recipients
- Events Newsletter B: 11,627 recipients

IV. Personnel and Staff Development
Six candidates were interviewed for the full-time youth services position. Interviews scheduled for the part-time position are being scheduled now. We are planning for hiring decisions for all the open youth services positions to be finalized in the next few weeks.
Theresa filled 6 Library Page positions this month. We are happy to have added Mona Cassis, Maureen Hilquist, Daphne Buan, Maggie Gleason, Kathryn Plitt, and Lucy Trueman to the library staff.

Staff participated in several webinars and online trainings this month:

- **Ryan Dowd Training: Kicked Out!: How to Safely Ask Someone to Leave (Without Calling the Police)**
- **Digital First: All Library Planning Starts with Digital**
- **Free Online Tools to Increase Your Workflow**
- **Emerging Tech Trends for 2021 and Beyond**
- **Free Online Tools**
- **Emerging Tech Trends**
- **Compassion Resilience and Anxiety Management During Tough Times**
- **Actively Anti-Racist Library Service to Leisure Readers**

V. Equipment and Physical Facilities
The managers have been discussing whether the library should have a Christmas tree this December. In past years, a tree has been donated to the library by Summers’ Tree Farm in Middleton.

VI. Administration and Internal Operations
Stacey met with the finance committee on September 20 to discuss the 2022 operating and capital budgets. There are a few changes that still need to be made, but the budget is close to being completed.

VII. Marketing and Public Relations
Emma and Luke facilitated a Marketing meeting on Thursday, September 9. Topics discussed included monthly observances to highlight through social media posts and in-library displays, content updates for a library brochure, and future marketing goals.

September is Library Card Sign Up Month. Luke increased library card-related marketing and set a lofty goal of 150 sign ups during the month.

Luke created a tear-away style survey to be used when in-person programming ramps back up.

Luke made an interactive series on Facebook. “Spot the book in the wrong section” reached 878 people, had 86 engagements (including 3 likes and 2 comments).

Luke did a test poll on Facebook and asked our audience “Does your reading genre changes with the season?” 47 votes were cast.

Luke made 94 graphics to promote library materials and collections.

Over 300 of the new library stickers have been passed out to patrons and community members.

Tonja is researching local history in preparation for writing a land acknowledgement.

VIII. System and Interagency Cooperation
Stacey and Trudy’s program proposal, “Building Partnerships to Serve English Language Learners at the Library” was approved by the WLA 2021 Annual Conference Committee. They are scheduled to present on Friday, November 19 along with Becky Fabrizio of the Literacy Network who is also a co-presenter.
Emma attended the Southwest Regional Equity Team meeting on Tuesday, September 14.

Emma attended the SCLS Discover Interface Subcommittee meeting on Wednesday, September 15.

Stacey attended the SCLS Delivery Workflow meeting on September 23. The group is charged with evaluating the need for an RFID sorter at SCLS delivery headquarters.

IX. Fundraising
Planning for the 2022 Word on the Street fundraiser is in the early planning stages.

X. Events, Programs and Exhibits
Kid’s Events and Programs:

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<th>Summer Reading Program 2021 totals:</th>
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<tr>
<td>Pre-readers (ages 0 - 5)</td>
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<td>Registrations: 566</td>
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<td>Finishers: 350</td>
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<td>Number of activities completed for tickets: 4,504</td>
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<tr>
<td>Total number of books logged: 34,570</td>
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<td>Free books given: 790</td>
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</table>

| School-age (ages 5 - 11)            |
| Registrations: 1,189                |
| Finishers: 608                      |
| Number of activities completed for tickets: 6,066 |
| Total number of minutes logged: 1,162,848 |
| Free books given: 1,412             |

| Teens (ages 13 - 17)               |
| Registrations: 264                 |
| Finishers: 143                     |
| Number of activities completed for tickets: 3,735 |
| Total number of minutes logged: 290,607 |
| Free books given: 288              |

| Adults (ages 18+)                  |
| Participants: 436                  |

1000 Books before Kindergarten
Thirteen kids were registered this month, bringing the total number of registrants to 2242. Several finishers visited the youth services desk before they started kindergarten this fall.

StoryWalk
A new StoryWalk was installed on September 21. Some Pets by Angela DiTerlizzi will be featured until November 8 and then we'll stop for the winter.
Everybody Story Time - Outdoors!
August 3 - 24, at 9:30 a.m., repeated at 10:30 am
Stories and songs for children and their caregivers outdoors. 20 - 25 minutes. Ages 0 - 5.
August 3, attendees: 88, 63
August 10, attendees: 72, 42
August 17, attendees: 113, 60
August 24, attendees: 80, 37

Favorite Tales with Tails: Pigs
Monday, August 16, 9:30 am
Like our character story times, but with the summer theme. Enjoy stories, songs, and activities about favorite characters!
Attendance: 45 1-minute views, 14 peak live views

Animal STEAM: CSI
Mondays, August 16, 2:00 pm
Have fun with animal-themed STEAM activities! Ages 6 – 11.
Pollution and Tardigrades: 8 1-minute views, 3 peak live views, 45 bags distributed
CSI: 9 1-minute views, 7 peak live views, 60 bags distributed

Animal Habitat Spotlight
Tuesday, August 17, 2:00 pm
Tune in to learn about different animal habitats! Ages 3 - 6.
Attendance: 7 1-minute views, 5 peak live views, 45 bags distributed

Musical Instrument STEAM
Tuesday, August 17, 3:00 pm
LTE Sarah prepared this one-time STEAM event that was offered as either virtual or in-person outdoors.
Attendance: 9 1-minute views, 5 peak live views, 8 in-person, 30 bags distributed

Open Art: Farm
Monday, August 23, 2 pm
Replaces character crafts for summer. Please stop by the youth services express desk or request curbside pickup by filling out this form to pick up the supplies for this virtual crafting program. Then tune in at the scheduled day and time to get creative with your materials. The recording will be available on Facebook after the event. Ages 2 - 10.
Attendance: 24 1-minute views, 7 peak live views, 87 bags distributed

Chinese & English "Back to School" Outdoor Storytime with VAIS
Saturday, August 21, rescheduled for September 4 due to rain, 10:00 am
Ni hao and hello! It's time for Chinese & English "Back to School" Outdoor story time with Verona Area International School (VAIS) and the Verona Public Library. Don't miss this special event celebrating the return to school and featuring Suzanne Bloom's "The Bus for Us" along with songs, language practice, and a take-home craft. All ages are welcome! VAIS is a K-5 tuition-free public Mandarin Chinese immersion school located in the Verona Area School District (VASD).
Attendance: 50
Kindermusik
Tuesday, September 7, 9:30 am
The Wonder Studio presented an outdoor demo Kindermusik class for ages 0 - 7 and accompanying adult.
Attendance: 96

Kids Yoga Story Time: Fall Into Reading
Wednesday, September 15, 10:30 am
Join Erin, the recreational therapist from CI Pediatric Therapy Centers, at the Verona Public Library for an active morning of yoga moves, songs, books and mindfulness! No registration is needed. Geared toward ages 2 - 5.
Attendance: 39

Upcoming Kids’ Events
Everybody Story Time - Outdoors!
Mondays, September 13 – October 18, at 9:30 am, repeated at 10:30 am
Stories and songs for children and their caregivers outdoors. 20 - 25 minutes. Ages 0 - 5. Park to the right of the library and walk behind the building to find our outdoor story time space! Find a circle on the ground for your family's space, so that you can keep distanced from others. Please watch our Facebook page for any weather-related cancellations.

Chinese-English Story Time: Fire Safety
Saturday, October 2, 10:00 am
Nǐ hāo and hello! It's time for Chinese & English Outdoor Story Time - Fire Safety Month Kick-Off with Verona Area International School (VAIS) staff and students. Don't miss this special event featuring firefighter books, songs, language practice, and a take-home craft along with a special guest from the Verona Fire Department. So bring a blanket, look for the fire truck in the parking lot, and head around to the back of the library for story time. All ages are welcome! VAIS is a K-5 tuition-free public Mandarin Chinese immersion school located in the Verona Area School District (VASD).

Kids Yoga Story Time: Thankful for Story Time
Wednesday, October 20, 10:30 am
Join Erin, the recreational therapist from CI Pediatric Therapy Centers, at the Verona Public Library for an active morning of yoga moves, songs, books and mindfulness! No registration is needed. Geared toward ages 2 - 5.

Teen Events:
Nothing concrete is planned for the immediate future because of staffing shortage in the Youth Services department. Leah is looking into adding a few teen events to the calendar in October.

Adult Classes & Events:
Books ‘n Booze Book Club
Books 'N Booze is a book club for people who are interested in having a blast while discussing fun books and meeting new people. We meet every fourth Thursday of the month at 6:00 pm via Zoom.
Thursday, September 23, 6:00 - 7:00 pm
Virtual discussion of Tomboyland by Melissa Faliveno
Attendees: 12, including the author herself
Distance Learning English Classes for Adults
Monday, September 13, 6:00 - 8:00 pm, attendees: 10
Tuesday, September 14, 6:00 - 8:00 pm, attendees: 5

In-Person Voter Registration
Monday, August 23, 1:00 - 2:30 pm
Holly Licht, City Clerk, was available to register City of Verona residents to vote. The people who talked to her were already registered voters.
Attendees: 3

Recognition and Resilience: Grief and the Loss of Traditions During the Pandemic – Virtual
Tuesday, August 24, 6:30 - 7:30 pm
Outreach Workers from Project Recovery led a discussion to acknowledge what was lost, to embrace closure, and to reclaim and reimagine the rituals that help us make sense of our lives during the pandemic.
Attendees: 4

Meet Local Author Jennifer Chiaverini - Virtual
Monday, August 30, 6:30 - 7:30 pm
Attendees: 24

Mars 2020: The Perseverance Rover – Virtual
Wednesday, August 31, 6:30 - 7:30 pm
NASA Solar System Ambassador, Joyce Jentges, took us on a journey to see what Perseverance has been doing on Mars. We also learned about Ingenuity, the Mars helicopter that has successfully flown on Mars.
Attendees: 16

Make Way for Liberty: Wisconsin African Americans in the Civil War - Author Event
Wednesday, September 8, 6:30 - 7:30 pm
Author Jeff Kannel discussed his book, Make Way for Liberty that brings clarity to questions of how many African Americans represented Wisconsin during the conflict, who among them lived in the state before and after the war, and their impact on their communities.
Attendees: 10

Celebrating Black Children: Poetry Reading by Poet Fabu
Thursday, September 9, 6:30 - 7:30 pm
Fabu read from her published book, Poems, Dreams and Roses.
Attendees: 6

9/11 Memorial & Museum 20 Years Later Anniversary Film
Friday, September 10, Drop-in between 11:00 - 3:00 pm
The 9/11 Memorial & Museum presented a 35-minute program commemorating the 20th anniversary of 9/11. The film highlighted first-person accounts of the attacks and their aftermath.
Attendees: 3
Senior Case Management Outreach
Monday, September 13, Drop in between 1:00 - 2:00 pm
Case managers from the Verona Senior Center were available to answer questions and provide resources for older adults and their caregivers.
Attendees: 0

Prairie Oaks Storm Water Basin Clean-Out – Virtual
Tuesday, September 21, 6:30 - 7:30 pm
Marty Cieslik, construction manager for the City of Verona Public Works Department, provided information on plans to clean-out the Prairie Oaks storm water basin, including the projected schedule, expected duration and how this maintenance project fits in with the overall maintenance schedule.
Attendees: 4

Upcoming Adult Classes & Events
Distance Learning English Classes for Adults
Beginner Level: Mondays, September 13 - December 6, 6:00 - 8:00 pm
Intermediate Level: Tuesdays, September 14 - December 7, 6:00 - 8:00 pm
This free group English class will be offered mostly online using Zoom. In-person classes will take place at the Verona Public Library on October 25 and December 7. You will practice speaking, listening, reading, writing and new vocabulary in English. You can take your Zoom class on your smartphone, a tablet, a laptop, or a computer. If you do not have any of these, Literacy Network can lend you a device. Students will receive free English textbooks, at their level, in the mail. The textbooks will be used for class and weekly homework. This class is presented in partnership with Literacy Network.

Using Alum Flocculants to Treat Storm Water Ponds to Control Phosphorus in Verona, Wisconsin – Virtual
Tuesday, October 5, 6:30 - 7:30 pm
The Verona Storm Water Utility has been testing the use of flocculants to treat storm water ponds in Verona. The American Way Pond has been treated twice, once in 2019 & once in 2021. The Silent Street Pond and the Meister Pond were both treated in 2021. The City has used two different aluminum flocculants, Alum (Aluminum Sulfate) and Aluminum Chlorohydrate (ACH). While both are effective at reducing phosphorus levels in storm water ponds, they have different longevities and advantages. Marty Cieslik, construction manager for the City of Verona Public Works Department, will report on what has been learned so far and where the program is going in the near future.

Hiking the Ice Age National Scenic Trail
Thursday, October 7, 6:30 - 7:30 pm
The Ice Age National Scenic Trail is a thousand-mile footpath that highlights the glacial landscape features as it travels through some of Wisconsin’s most beautiful natural areas. However, it is more than just a path through the woods — it is a place for mental and physical rejuvenation, a place to unwind after a hard day and enjoy the landscape of Wisconsin. More than 2.5 million people use the trail each year to hike, snowshoe, and backpack, to disconnect and reconnect. Join Melissa Pierick and Amy Lord with the Ice Age Trail Alliance to learn more about the Ice Age Trail. This overview presentation will introduce the Trail, its history, significance and story, provide resources to plan your journey and helpful information suited to scratch that hiking itch.
Senior Case Management Outreach
Monday, October 11, Drop in between 1:00 - 2:00 pm
A case manager from the Verona Senior Center will answer questions and provide resources for older adults and their caregivers. Information on Medicare/Medicaid, nutrition, housing, assistance in the home, and resources in Verona and Dane County will be available.

Grassland Conservation in Southwest Wisconsin: Why It Matters and Opportunities for Support - Virtual
Wednesday, October 13, 6:30 - 7:30 pm
Southwestern Wisconsin has been recognized for many years as one of the best grassland conservation opportunities in the Upper Midwest. Jenn Simons and Cindy Becker of Driftless Area Land Conservancy along with Britta Petersen of Pheasants Forever will discuss the type and scale of conservation needed for grassland birds, Farm Bill programing for grassland and oak savanna conservation, the role of easements to protect land from development, and technical and financial assistance available to private landowners.

Pakistani Cooking Class - Virtual
Monday, October 18, 6:30 - 7:30 pm
Curious to learn about the flavors of Pakistan? Join cookbook author and founder of White Jasmine Huma Siddiqui for a demonstration featuring fish stew and pulao. Enjoy a tasting of all the food prepared. White Jasmine brings the flavors of Pakistan to Dane County through its unique spices and cheeses, recipes, cooking classes, and television show "White Jasmine Everyday Cooking." Registration required. Register online at veronapubliclibrary.org or call 845-7180. Class size limited to 25 participants.

Meet Local Author: John Galligan
Thursday, October 21, 6:30 - 7:30 pm
John Galligan will discuss his latest book, Bad Moon Rising. The third and most recent installment in the thrilling Bad Axe County series integrates global issues and compelling writing to keep readers engaged and in awe of the startling timeliness. Entertaining from start to finish, Bad Moon Rising is a page-turning crime story set in American’s heartland. Books will be available for sale and signing.

Books ‘n Booze Book Club - Virtual
Books 'N Booze is a book club for people who are interested in having a blast while discussing fun books and meeting new people.
Upcoming virtual discussions:
   October 28, 2021-Welcome to Night Vale by Joseph Fink
   November 18, 2021-Transcendent Kingdom by Yaa Gyasi (2021’s Go Big Read book)

Outreach Events
Outreach story times:
Total daycare story time presentations: 7

Prairie Oaks Book Group
Thursday, August 26, 1:00 – 2:00 pm
The group read The Giver of Stars by Jojo Moyes.
Attendees: 5

Senior Center Book Group
Wednesday, September 8, 10:00 – 11:00 am
The group discussed Still Life by Louise Penny on Zoom.
Attendees: 7
Four Winds Book Group
Tuesday, September 21, 10:00 – 11:00 am
The residents met virtually to discuss *I Still Dream About You* by Fannie Flagg.
Attendees: 6

**Book Bike Events**

**Goddard School Carnival**, August 26, 3:15 – 5:00 pm
Attendees: 154

**Big Apple Early Learning Academy**, September 8, 4:00 – 5:15 pm
Attendees: 39

**Upcoming Outreach Events**

**Prairie Oaks Book Group**
Thursday, September 23, 1:00 – 2:00 pm
The group will be reading *All the Light We Cannot See* by Anthony Doerr.

**Fall Fest**
Friday, October 1, 4:00 – 8:00 pm
The library will have a table and activity at the Chamber of Commerce’s annual Fall Fest.

**Senior Center Book Group**
Wednesday, October 8, 10:00 – 11:00 am
The group will be reading *Eleanor Oliphant is Completely Fine* by Gail Honeyman.

**Four Winds Book Group**
Tuesday, October 19, 10:00 – 11:00 am
The residents will meet virtually to discuss *Dark Sacred Night* by Michael Connelly.

**Exhibits**

*Telling A People's Story: African American Children’s Illustrated Literature - Traveling Panel Exhibition*
September 7 – October 4, 2021
For the first time, African-American children's illustrated literature is the focus of a museum exhibition featuring art produced for book illustrations. The presentation of this genre offers a lens into the cultural, historical, and social makeup of African-American cultural identity, while also shedding light on the long neglected world of Africa-American authors and illustrators in the pantheon of children's literature.
Organized by the Miami University Art Museum through a grant from the Martha Holden Jennings Foundation. *Telling A People's Story* addresses:

- The presentation of African-American identity and history in a creative, educational and respectful manner. The raising of greater awareness for the role African-American illustrators and authors play in the development and growth of the field of children's literature.
- The topic of social justice throughout African-American history.
- The need for awareness to the challenges African-American children's book authors and illustrators face in a field lacking sufficient representation of minorities.
- The importance of appreciating the culture and history of a people who are deeply rooted in the American story.
**Celebrate Grasslands! - Traveling Exhibit**

October 11 - 25, 2021

Since 1970, North American grassland bird populations have decreased by 53% - a loss of more than 720 million birds. Grasslands in southwest Wisconsin are vital for grassland birds. *Celebrate Grasslands!* features species that can be found in the region along with what can be done to protect them. It also showcases the interconnectedness of grasslands, grassland birds, and the Driftless landscape. This exhibit was created by the Southern Driftless Grasslands and made possible with a grant from the Land Trust Bird Conservation Initiative.

**Trash Lab - Mobile Exhibit**

Thursday, October 21, 2021, 1:00 – 4:00 pm

Housed in a fully accessible, 27-foot-long repurposed cargo trailer, Trash Lab features more than 10 playful interactive stations, engaging stories, and a wealth of data, along with compelling photography and video footage. It is a mobile exhibit designed to educate and motivate us to create less trash and rethink our relationship with waste. The exhibit’s whimsical exterior and immersive interior environment will capture visitors’ imaginations. The Trash Lab is the collaborative result of the Dane County Waste and Renewables Department and the Madison Children’s Museum.
## LIBRARY

### PROPOSED 2022 BUDGET

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### REVENUES

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<td>22,610</td>
<td>22,610</td>
<td>17,736</td>
</tr>
<tr>
<td>48500 DONATIONS</td>
<td>34,977</td>
<td>21,376</td>
<td>35,000</td>
<td>35,000</td>
<td>35,000</td>
</tr>
<tr>
<td>49200 TRF FROM OTHER FUNDS (APPLY TO DEBT)</td>
<td>107,000</td>
<td>107,000</td>
<td>107,000</td>
<td>107,000</td>
<td>107,000</td>
</tr>
</tbody>
</table>

**TOTAL LIBRARY REVENUES** | $2,468,705 | $2,549,966 | $2,578,797 | $2,578,797 | $2,671,660 | 3.60% |

<table>
<thead>
<tr>
<th>Fund Balance</th>
<th>$359,963</th>
<th>Fund Balance</th>
<th>12/31/20 Fund Bal</th>
<th>$361,146</th>
<th>Levy Minimum</th>
<th>$97,737</th>
<th>9.23%</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021 projected revenue</td>
<td>$2,578,797</td>
<td>Levy Minimum</td>
<td>$1,175,569</td>
<td>$97,737</td>
<td>Levy Minimum</td>
<td>$1,175,569</td>
<td></td>
</tr>
<tr>
<td>2022 proposed revenue</td>
<td>$2,671,660</td>
<td>Levy Minimum</td>
<td>$1,175,569</td>
<td>$97,737</td>
<td>Levy Minimum</td>
<td>$1,175,569</td>
<td></td>
</tr>
<tr>
<td>2022 proposed expenditures</td>
<td>$2,671,660</td>
<td>Levy Minimum</td>
<td>$1,175,569</td>
<td>$97,737</td>
<td>Levy Minimum</td>
<td>$1,175,569</td>
<td></td>
</tr>
<tr>
<td>12/31/2022 projected fund balance</td>
<td>$359,963</td>
<td>Levy Minimum</td>
<td>$1,175,569</td>
<td>$97,737</td>
<td>Levy Minimum</td>
<td>$1,175,569</td>
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</tr>
</tbody>
</table>
## VERONA PUBLIC LIBRARY
### PROPOSED 2022 BUDGET

**6/30 ADOPTED**

<table>
<thead>
<tr>
<th>200-00000</th>
<th>ACTUAL 2020</th>
<th>ACTUAL 2021</th>
<th>ADOPTED BUDGET 2021</th>
<th>PROJECTED 2021</th>
<th>PROPOSED 2022</th>
<th>INCR (DECR)</th>
</tr>
</thead>
</table>

### PERSONNEL SERVICES

<table>
<thead>
<tr>
<th>Item</th>
<th>Actual 2020</th>
<th>Actual 2021</th>
<th>2021 ADOPTED</th>
<th>2021 PROJECTED</th>
<th>2022 PROPOSED</th>
<th>INCR (DECR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>51100 SALARIES AND WAGES</td>
<td>$1,109,515</td>
<td>$559,206</td>
<td>$1,188,375</td>
<td>$1,188,375</td>
<td>$1,247,360</td>
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<tr>
<td>51102 LONGEVITY</td>
<td>$12,004</td>
<td>$3,722</td>
<td>$13,855</td>
<td>$13,855</td>
<td>$16,135</td>
<td>$2,280</td>
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<tr>
<td>52200 HEALTH INSURANCE</td>
<td>$106,377</td>
<td>$53,089</td>
<td>$94,826</td>
<td>$94,826</td>
<td>$127,382</td>
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<tr>
<td>52201 DENTAL INSURANCE</td>
<td>$14,455</td>
<td>$7,477</td>
<td>$13,066</td>
<td>$13,066</td>
<td>$13,066</td>
<td>$0</td>
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<tr>
<td>52202 SOCIAL SECURITY</td>
<td>$83,726</td>
<td>$41,913</td>
<td>$91,970</td>
<td>$91,970</td>
<td>$96,657</td>
<td>$4,687</td>
</tr>
<tr>
<td>52203 LIFE INSURANCE</td>
<td>$1,276</td>
<td>$538</td>
<td>$1,458</td>
<td>$1,458</td>
<td>$1,625</td>
<td>$1,532</td>
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<tr>
<td>52205 INCOME CONTINUATION</td>
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<tr>
<td><strong>TOTAL PERSONNEL SERVICES</strong></td>
<td>$1,385,732</td>
<td>$697,193</td>
<td>$1,458,179</td>
<td>$1,458,179</td>
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</table>

### OPERATING EXPENDITURES

<table>
<thead>
<tr>
<th>Item</th>
<th>Actual 2020</th>
<th>Actual 2021</th>
<th>2021 ADOPTED</th>
<th>2021 PROJECTED</th>
<th>2022 PROPOSED</th>
<th>INCR (DECR)</th>
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</thead>
<tbody>
<tr>
<td>53413 OTHER CONTRACTUAL</td>
<td>$61,107</td>
<td>$43,171</td>
<td>$81,391</td>
<td>$81,391</td>
<td>$76,434</td>
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<tr>
<td>53601 UTILITIES</td>
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<tr>
<td>53603 COMMUNICATIONS</td>
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<td>$10,124</td>
<td>$21,350</td>
<td>$21,350</td>
<td>$14,000</td>
<td>-7,350</td>
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<tr>
<td>53509 REPAIR/MAINTENANCE SERVICES</td>
<td>$31,932</td>
<td>$6,826</td>
<td>$37,775</td>
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<td>53307 RECRUITMENT</td>
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<td>$500</td>
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<tr>
<td>53301 OFFICE SUPPLIES</td>
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<tr>
<td>53304 MEMBERSHIP AND DUES</td>
<td>$428</td>
<td>$245</td>
<td>$1,615</td>
<td>$1,615</td>
<td>$1,615</td>
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<tr>
<td>53702 TRAVEL AND MEALS</td>
<td>$4,094</td>
<td>$1,961</td>
<td>$32,790</td>
<td>$32,790</td>
<td>$33,500</td>
<td>$7,710</td>
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<tr>
<td>53701 CONFERENCE AND TRAINING</td>
<td>$3,175</td>
<td>$100</td>
<td>$4,030</td>
<td>$4,030</td>
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<tr>
<td>53330 OTHER SUPPLIES AND EXPENSES</td>
<td>$51,340</td>
<td>$8,124</td>
<td>$52,560</td>
<td>$52,560</td>
<td>$54,560</td>
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<tr>
<td>53810 INSURANCE</td>
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<td>$18,000</td>
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<tr>
<td>53503 RENTS/LEASES</td>
<td>$9,142</td>
<td>$1,961</td>
<td>$10,099</td>
<td>$10,099</td>
<td>$10,092</td>
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<tr>
<td>53310 GRANT/GIFT EXPENSE</td>
<td>$21,215</td>
<td>$28,995</td>
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<td>$35,000</td>
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<tr>
<td><strong>TOTAL OPERATING EXPENDITURES</strong></td>
<td>$404,403</td>
<td>$268,534</td>
<td>$478,132</td>
<td>$479,315</td>
<td>$486,191</td>
<td>$8,856</td>
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</tbody>
</table>

### MATERIALS AND OUTLAY

<table>
<thead>
<tr>
<th>Item</th>
<th>Actual 2020</th>
<th>Actual 2021</th>
<th>2021 ADOPTED</th>
<th>2021 PROJECTED</th>
<th>2022 PROPOSED</th>
<th>INCR (DECR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>53311 ADULT BOOKS</td>
<td>$62,038</td>
<td>$17,810</td>
<td>$66,800</td>
<td>$66,800</td>
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<tr>
<td>53312 JUVENILE BOOKS</td>
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<td>$70,000</td>
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<tr>
<td>53313 VIDEO MATERIALS</td>
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<tr>
<td>53314 AUDIO MATERIALS</td>
<td>$11,933</td>
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<td>$15,520</td>
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<tr>
<td>53315 ELECTRONIC MEDIA</td>
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<td>$23,864</td>
<td>$34,250</td>
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<tr>
<td>53316 MAGAZINE SUBSCRIPTIONS</td>
<td>$8,638</td>
<td>$9,166</td>
<td>$9,980</td>
<td>$9,980</td>
<td>$9,980</td>
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<tr>
<td>54903 EQUIPMENT CAPITAL OUTLAY</td>
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<tr>
<td>54904 INFRASTRUCTURE OUTLAY</td>
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<tr>
<td>54906 OFFICE EQUIPMENT OUTLAY</td>
<td>$10,166</td>
<td>$945</td>
<td>$26,750</td>
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<tr>
<td><strong>TOTAL MATERIALS AND OUTLAY</strong></td>
<td>$200,895</td>
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<td>$241,255</td>
<td>$231,505</td>
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</tbody>
</table>

### RESERVE EXPENDITURES

<table>
<thead>
<tr>
<th>Item</th>
<th>Actual 2020</th>
<th>Actual 2021</th>
<th>2021 ADOPTED</th>
<th>2021 PROJECTED</th>
<th>2022 PROPOSED</th>
<th>INCR (DECR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>55101 RESERVE FUNDED EXPENDITURES</td>
<td>$32,937</td>
<td>$32,937</td>
<td>$30,000</td>
<td>$30,000</td>
<td>$30,000</td>
<td>$0</td>
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<tr>
<td><strong>TOTAL LIBRARY BUDGET</strong></td>
<td>$1,991,031</td>
<td>$1,039,641</td>
<td>$2,210,503</td>
<td>$2,211,686</td>
<td>$2,305,116</td>
<td>$95,430</td>
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</table>

### DEBT SERVICE

<table>
<thead>
<tr>
<th>Item</th>
<th>Actual 2020</th>
<th>Actual 2021</th>
<th>2021 ADOPTED</th>
<th>2021 PROJECTED</th>
<th>2022 PROPOSED</th>
<th>INCR (DECR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>58100 PRINCIPAL</td>
<td>$350,000</td>
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<td>$335,000</td>
<td>$335,000</td>
<td>$340,000</td>
<td>$5,000</td>
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<tr>
<td>58200 INTEREST</td>
<td>$41,719</td>
<td>$33,294</td>
<td>$33,294</td>
<td>$33,294</td>
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<tr>
<td><strong>TOTAL DEBT SERVICE</strong></td>
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<td>$368,294</td>
<td>$368,294</td>
<td>$368,294</td>
<td>$366,544</td>
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</tbody>
</table>

### TOTAL LIBRARY EXPENDITURES

<table>
<thead>
<tr>
<th>Item</th>
<th>Actual 2020</th>
<th>Actual 2021</th>
<th>2021 ADOPTED</th>
<th>2021 PROJECTED</th>
<th>2022 PROPOSED</th>
<th>INCR (DECR)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOTAL LIBRARY EXPENDITURES</strong></td>
<td>$2,382,750</td>
<td>$1,407,935</td>
<td>$2,578,797</td>
<td>$2,579,980</td>
<td>$2,671,660</td>
<td>$91,680</td>
</tr>
</tbody>
</table>
**2021 Library Hours of Operation and Planned Closures**

**Regular library hours, except where noted below:**
Monday – Thursday: 9:00 am to 9:00 pm  
Friday: 9:00 am to 6:00 pm  
Saturday: 9:00 am to 4:00 pm  
Sunday: 1:00 pm to 5:00 pm

**Due to the ongoing COVID-19 pandemic, library hours may be limited and subject to change.**

The following dates are the planned closures of the library in 2021. Additional unplanned emergency closings may be necessary due to weather or other unforeseen situations.

**Friday, January 1:** Closed for January 1 holiday  
**Monday, January 18:** Closed for Martin Luther King Jr. Day  
**Sunday, April 4:** Closed  
**Sunday, May 30:** Closed for Memorial Day holiday  
**Monday, May 31:** Closed for Memorial Day holiday  
**Sunday, July 4:** Closed for July 4 holiday  
**Monday, July 5:** Closed for July 4 holiday  
**Sunday, September 5:** Closed for Labor Day holiday  
**Monday, September 6:** Closed for Labor Day holiday  
**Wednesday, November 24:** Close early at 6:00 pm  
**Thursday, November 25:** Closed for Thanksgiving Day holiday  
**Friday, November 26:** Closed for Thanksgiving Day holiday  
**Friday, December 24:** Closed for Christmas holiday  
**Saturday, December 25:** Closed for Christmas holiday  
**Sunday, December 26:** Closed for Christmas holiday  
**Friday, December 31:** Closed for January 1 holiday  
**Saturday, January 1, 2022:** Closed for January 1 holiday

Library Board approved October 7, 2020
DRAFT 2022 Library Hours of Operation and Planned Closures

Regular library hours, except where noted below:
Monday – Thursday: 9:00 am to 9:00 pm
Friday: 9:00 am to 6:00 pm
Saturday: 9:00 am to 4:00 pm
Sunday: 1:00 pm to 5:00 pm

The following dates are the planned closures of the library in 2022. Additional unplanned emergency closings may be necessary due to weather or other unforeseen situations.

**Friday, December 31, 2021:** Closed for New Year’s holiday

**Saturday, January 1, 2022:** Closed for New Year’s holiday

**Monday, January 17:** Closed for Martin Luther King Jr. Day

**Friday, February 4:** Closed from 9:00am - 12:00pm for staff in-service

**Sunday, April 17:** Closed

**Friday, May 13:** Closed for staff in-service

**Sunday, May 29:** Closed for Memorial Day holiday

**Monday, May 30:** Closed for Memorial Day holiday

**Sunday, July 3:** Closed for July 4 holiday

**Monday, July 4:** Closed for July 4 holiday

**Sunday, September 4:** Closed for Labor Day holiday

**Monday, September 5:** Closed for Labor Day holiday

**Friday, October 14:** Closed from 9:00am - 12:00pm for staff in-service

**Wednesday, November 23:** Close early at 6:00 pm

**Thursday, November 24:** Closed for Thanksgiving Day holiday

**Friday, November 25:** Closed for Thanksgiving Day holiday

**Friday, December 23:** Closed for Christmas holiday

**Saturday, December 24:** Closed for Christmas holiday

**Sunday, December 25:** Closed for Christmas holiday

**Monday, December 26:** Closed for Christmas holiday

**Sunday, January 1, 2023:** Closed for New Year’s holiday

**Monday, January 2, 2023:** Closed for New Year’s holiday