



Meeting of the Finance Committee
of the Frank L. Weyenberg Library
Board of Trustees

A meeting will be held on Monday, September 16, 2019 at 4:30 p.m. in the Second Floor Conference Room.

AGENDA:

- I. Call to Order, Verification of Posting
- II. Action Item: Approval of the Minutes of the July 8, 2019 Meeting
- III. Review of August 2019 Financial Reports
- IV. 2020 Library Operating Budget
- V. Options for 2019 Fiscal Year Financial Audit
- VI. Library Investment Policy
- VII. Library Entrance Repairs
- VIII. Adjourn

Jennifer Bogli, Chair

Posted: September 12, 2019



Finance Committee Meeting Minutes July 8, 2019

A meeting of the Frank L. Weyenberg Library Finance Committee was held on July 8, 2019 at 4:30 p.m. in the Tolzman Community Room.

Jennifer Bogli called the meeting to order at 4:31 p.m. Committee members present: Jennifer Bogli, Lauren Croix and Alex Olson (via conference call). Also present: Rachel Muchin Young, Library Director, Craig Jacobson, Business Manager and Wendi Unger, CPA from Baker Tilly Virchow Krause, LLP.

Ms. Bogli confirmed posting of public notice as of June 28, 2019.

Ms. Croix moved to accept the minutes of the June 19, 2019 meeting. Mr. Olson seconded. Motion carried.

Ms. Unger distributed a summary of the Library's 2018 Financial Audit to the Committee. The audit is presented with an unmodified opinion, indicating no material concerns with the Library's finances or financial operations. Ms. Unger answered questions from the Committee.

The Committee was updated on discrepancies with previous 2019 financial reports, indicating that all discrepancies have been accounted for and will be corrected in future reports.

The Committee discussed talking points in preparation for the Library's meeting with the City of Mequon concerning future operating budgets on July 17.

Having no further business, Ms. Croix moved to adjourn. Mr. Olson seconded. The motion carried and the meeting adjourned at 5:12 p.m.

Jennifer Bogli
Finance Committee Chair
Unapproved

THIENSVILLE, WI
Library - Revenue Guideline
 Current Period: AUGUST 2019

Account Descr	2019 YTD Budget	2019 YTD Amt	AUGUST 2019 Amt	Balance	2019 % of Budget
FUND 99 F. L. WEYENBERG LIBRARY FUND					
MAJ CLS 40 TAXES					
DEPT 001 LOCAL PROPERTY TAXES					
R 99-40-001-900 MEQUON TAXES	\$1,050,000.00	\$786,965.00	\$0.00	\$263,035.00	74.95%
R 99-40-001-901 THIENSVILLE TAXES	\$110,740.00	\$83,055.00	\$0.00	\$27,685.00	75.00%
R 99-40-001-902 COUNTY REIMBURSEMENT	\$11,500.00	\$11,532.65	\$0.00	-\$32.65	100.28%
DEPT 001 LOCAL PROPERTY TAXES	\$1,172,240.00	\$881,552.65	\$0.00	\$290,687.35	75.20%
MAJ CLS 40 TAXES	\$1,172,240.00	\$881,552.65	\$0.00	\$290,687.35	75.20%
MAJ CLS 42 REGULATION & COMPLIANCE					
DEPT 006 FINES & FORFEITURES					
R 99-42-006-903 FINES & FEES	\$27,010.00	\$19,276.18	\$4,151.35	\$7,733.82	71.37%
DEPT 006 FINES & FORFEITURES	\$27,010.00	\$19,276.18	\$4,151.35	\$7,733.82	71.37%
MAJ CLS 42 REGULATION & COMPLIANCE	\$27,010.00	\$19,276.18	\$4,151.35	\$7,733.82	71.37%
MAJ CLS 44 COMMERCIAL REVENUES					
DEPT 013 INTEREST INCOME					
R 99-44-013-300 INVESTMENT INTEREST	\$3,500.00	\$3,790.48	\$445.83	-\$290.48	108.30%
DEPT 013 INTEREST INCOME	\$3,500.00	\$3,790.48	\$445.83	-\$290.48	108.30%
MAJ CLS 44 COMMERCIAL REVENUES	\$3,500.00	\$3,790.48	\$445.83	-\$290.48	108.30%
MAJ CLS 45 MISCELLANEOUS REVENUES					
DEPT 014 SALE INCOME					
R 99-45-014-904 BOOK SALES	\$4,000.00	\$5,460.47	\$584.37	-\$1,460.47	136.51%
DEPT 014 SALE INCOME	\$4,000.00	\$5,460.47	\$584.37	-\$1,460.47	136.51%
DEPT 015 OTHER INCOME					
R 99-45-015-280 MISCELLANEOUS	\$2,750.00	\$3,228.20	\$193.20	-\$478.20	117.39%
R 99-45-015-520 FUND BALANCE APPLIED	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 99-45-015-905 GIFTS & GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 015 OTHER INCOME	\$2,750.00	\$3,228.20	\$193.20	-\$478.20	117.39%
MAJ CLS 45 MISCELLANEOUS REVENUES	\$6,750.00	\$8,688.67	\$777.57	-\$1,938.67	128.72%
FUND 99 F. L. WEYENBERG LIBRARY FUND	\$1,209,500.00	\$913,307.98	\$5,374.75	\$296,192.02	75.51%
	\$1,209,500.00	\$913,307.98	\$5,374.75	\$296,192.02	75.51%

Library - Expenditure Guideline

Current Period: AUGUST 2019

Account Descr	2019 YTD Budget	2019 YTD Amt	AUGUST 2019 Amt	Balance	2019 % of Budget
FUND 99 F. L. WEYENBERG LIBRARY FUND					
MAJ CLS 91 LIBRARY STAFFING					
DEPT 551 LIBRARY					
E 99-91-551-1-100 SALARIES & WAGES	\$564,705.00	\$363,199.49	\$64,551.82	\$201,505.51	64.32%
E 99-91-551-1-115 TRAVEL/TRAINING/SEMINARS	\$3,000.00	\$1,900.08	\$759.00	\$1,099.92	63.34%
E 99-91-551-1-199 FRINGE BENEFITS	\$174,835.00	\$112,880.43	\$15,423.39	\$61,954.57	64.56%
E 99-91-551-2-202 DUES & SUBSCRIPTIONS	\$3,200.00	\$2,519.50	\$0.00	\$680.50	78.73%
E 99-91-551-2-237 WORKER S COMPENSATION	\$1,320.00	\$1,320.00	\$0.00	\$0.00	100.00%
E 99-91-551-7-715 FLEX BENEFIT	\$1,900.00	\$1,876.40	\$0.00	\$23.60	98.76%
E 99-91-551-7-730 UNEMPLOYMENT COMPENSATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 551 LIBRARY	\$748,960.00	\$483,695.90	\$80,734.21	\$265,264.10	64.58%
MAJ CLS 91 LIBRARY STAFFING	\$748,960.00	\$483,695.90	\$80,734.21	\$265,264.10	64.58%
MAJ CLS 92 LIBRARY ADMINISTRATION					
DEPT 551 LIBRARY					
E 99-92-551-2-201 POSTAGE	\$618.00	\$67.50	\$0.00	\$550.50	10.92%
E 99-92-551-2-206 AUDIT	\$6,500.00	\$6,500.00	\$651.00	\$0.00	100.00%
E 99-92-551-2-243 ALL OTHER INSURANCE	\$19,016.00	\$19,016.00	\$0.00	\$0.00	100.00%
E 99-92-551-2-285 WEPKO LEASE	\$19,500.00	\$13,859.74	\$3,407.69	\$5,640.26	71.08%
E 99-92-551-2-286 COMPUTERS	\$12,500.00	\$11,183.56	\$775.45	\$1,316.44	89.47%
E 99-92-551-2-287 MILEAGE	\$1,500.00	\$492.42	\$0.00	\$1,007.58	32.83%
E 99-92-551-2-288 FISCAL AGENT FEE	\$6,000.00	\$6,000.00	\$0.00	\$0.00	100.00%
E 99-92-551-2-289 PAYROLL PROCESSING	\$4,000.00	\$3,144.75	\$437.10	\$855.25	78.62%
E 99-92-551-2-290 CONSULTANTS	\$3,200.00	\$1,068.75	\$350.00	\$2,131.25	33.40%
E 99-92-551-3-300 OFFICE SUPPLIES	\$8,000.00	\$5,625.76	\$482.55	\$2,374.24	70.32%
E 99-92-551-3-303 TELEPHONE	\$1,575.00	\$1,043.28	\$147.85	\$531.72	66.24%
E 99-92-551-3-307 SUPPLIES-COPY MACHINE	\$4,500.00	\$3,328.87	\$403.26	\$1,171.13	73.97%
E 99-92-551-3-358 DEBT COLLECTION	\$325.00	\$196.90	\$17.90	\$128.10	60.58%
E 99-92-551-3-359 MONARCH FEES	\$13,641.00	\$12,725.61	\$0.00	\$915.39	93.29%
DEPT 551 LIBRARY	\$100,875.00	\$84,253.14	\$6,672.80	\$16,621.86	83.52%
MAJ CLS 92 LIBRARY ADMINISTRATION	\$100,875.00	\$84,253.14	\$6,672.80	\$16,621.86	83.52%
MAJ CLS 93 LIBRARY PROGRAM & COLLECTION					
DEPT 551 LIBRARY					
E 99-93-551-3-370 PROGRAMMING	\$6,000.00	\$3,171.47	\$1,053.04	\$2,828.53	52.86%
E 99-93-551-3-371 MEDIA	\$31,000.00	\$19,291.78	\$2,410.78	\$11,708.22	62.23%
E 99-93-551-3-372 E CONTENT	\$30,000.00	\$21,374.31	\$4,850.44	\$8,625.69	71.25%
E 99-93-551-3-373 PRINT	\$93,000.00	\$46,505.26	\$7,160.89	\$46,494.74	50.01%
DEPT 551 LIBRARY	\$160,000.00	\$90,342.82	\$15,475.15	\$69,657.18	56.46%
MAJ CLS 93 LIBRARY PROGRAM & COLLECTION	\$160,000.00	\$90,342.82	\$15,475.15	\$69,657.18	56.46%
MAJ CLS 94 LIBRARY BUILDING					
DEPT 551 LIBRARY					
E 99-94-551-2-282 JANITORIAL SERVICE	\$28,800.00	\$21,600.00	\$0.00	\$7,200.00	75.00%
E 99-94-551-2-283 CONTRACTED-BUILDING	\$20,000.00	\$13,605.52	\$803.53	\$6,394.48	68.03%
E 99-94-551-3-306 JANITOR SUPPLIES	\$4,000.00	\$1,820.68	\$591.94	\$2,179.32	45.52%
E 99-94-551-3-308 BUILDING SUPPLIES	\$50,000.00	\$21,571.03	\$6,966.82	\$28,428.97	43.14%
E 99-94-551-3-360 UTILITIES	\$44,865.00	\$26,973.93	\$3,751.94	\$17,891.07	60.12%
E 99-94-551-3-361 SEWER & WATER	\$2,000.00	\$825.44	\$415.06	\$1,174.56	41.27%
E 99-94-551-7-700 BUILDING PROJECTS	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
DEPT 551 LIBRARY	\$199,665.00	\$86,396.60	\$12,529.29	\$113,268.40	43.27%
MAJ CLS 94 LIBRARY BUILDING	\$199,665.00	\$86,396.60	\$12,529.29	\$113,268.40	43.27%
FUND 99 F. L. WEYENBERG LIBRARY FUND	\$1,209,500.00	\$744,688.46	\$115,411.45	\$464,811.54	61.57%

Account Descr	2019 YTD Budget	2019 YTD Amt	AUGUST 2019 Amt	Balance	2019 % of Budget
	\$1,209,500.00	\$744,688.46	\$115,411.45	\$464,811.54	61.57%

THIENSVILLE, WI
Library - Balance Sheet

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance	FUND
FUND 99 F. L. WEYENBERG LIBRARY FUND							
G 99-11110 CHECKING - HARRIS GEN FUND	-\$23,390.94	\$162,757.90	\$177,960.74	\$2,102,874.21	\$2,007,080.96	\$72,402.31	99
G 99-11113 FLEX-BANCORP	\$2,500.00	\$51.89	\$51.89	\$6,090.33	\$6,090.33	\$2,500.00	99
G 99-11140 SAVINGS - HARRIS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	99
G 99-11160 SPECIAL CLEARING ACCOUNT	\$0.00	\$45,804.23	\$45,804.23	\$302,969.97	\$302,969.97	\$0.00	99
G 99-11210 INVESTMENTS	\$274,373.68	\$445.83	\$93,000.00	\$688,522.98	\$692,000.00	\$270,896.66	99
G 99-11310 PETTY CASH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	99
G 99-12310 ACCOUNTS RECEIVABLE	\$8,358.28	\$0.00	\$0.00	\$0.00	\$463.25	\$7,895.03	99
G 99-12315 ALLOWANCE FOR DOUBTFUL AC	-\$6,295.03	\$0.00	\$0.00	\$0.00	\$0.00	-\$6,295.03	99
G 99-12320 ACCRUED INTEREST RECEIVABL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	99
G 99-12520 PREPAID EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	99
G 99-13110 DEFERRED EXPENDITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	99
G 99-14110 LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	99
G 99-14120 BUILDINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	99
G 99-14130 IMPROVEMENTS OTHER THAN B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	99
G 99-14150 FURNITURE AND FIXTURES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	99
G 99-21110 ACCOUNTS PAYABLE	-\$52,189.87	\$0.00	\$0.00	\$52,189.87	\$0.00	\$0.00	99
G 99-21210 WISCONSIN WITHHOLDING	-\$0.10	\$2,575.85	\$2,575.85	\$16,783.15	\$16,783.15	-\$0.10	99
G 99-21220 FEDERAL WITHHOLDING TAX	\$0.00	\$4,570.32	\$4,570.32	\$29,819.69	\$29,819.69	\$0.00	99
G 99-21230 SOCIAL SECURITY TAX	\$0.07	\$4,706.83	\$4,706.83	\$31,005.79	\$31,005.79	\$0.07	99
G 99-21245 FLEX BENEFIT	-\$929.76	\$51.89	\$1,008.42	\$6,365.69	\$6,479.06	-\$1,043.13	99
G 99-21258 WISCONSIN DEFERRED COMP	\$0.00	\$0.00	\$0.00	\$28.82	\$28.82	\$0.00	99
G 99-21265 WI RETIREMENT	-\$5,125.24	\$2,581.52	\$3,873.68	\$25,713.43	\$27,024.49	-\$6,436.30	99
G 99-21280 HEALTH INSURANCE DEDUCTIO	-\$867.46	\$2,001.30	\$2,001.30	\$21,492.39	\$21,013.65	-\$388.72	99
G 99-21285 LIFE INSURANCE	\$0.00	\$14.66	\$14.66	\$116.03	\$116.03	\$0.00	99
G 99-21291 ACCRUED PAYROLL	-\$23,998.54	\$0.00	\$0.00	\$23,998.54	\$0.00	\$0.00	99
G 99-21370 DUE TO LIBRARY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	99
G 99-21510 DEFERRED REVENUES	-\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,600.00	99
G 99-21680 LIBRARY DONATION FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	99
G 99-31110 UNAPPROPRIATED	-\$175,765.71	\$0.00	\$0.00	\$0.00	\$0.00	-\$175,765.71	99
G 99-31111 REVENUE SUMMARY	-\$5,871.00	\$0.00	\$5,374.75	\$6,988.23	\$920,296.21	-\$919,178.98	99
G 99-31112 EXPENDITURE SUMMARY	\$10,800.86	\$115,463.14	\$51.69	\$824,512.66	\$79,824.20	\$755,489.32	99
G 99-31190 GIFTS & GRANTS RESTRICTED	\$0.35	\$93.15	\$200.00	\$6,317.22	\$6,714.99	-\$397.42	99
G 99-31191 GIFTS & GRANTS UNRESTRICTE	\$0.41	\$97.85	\$22.00	\$2,298.59	\$377.00	\$1,922.00	99
G 99-39100 INVESTMENTS IN FIXED ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	99
FUND 99 F. L. WEYENBERG LIBRARY FUND	\$0.00	\$341,216.36	\$341,216.36	\$4,148,087.59	\$4,148,087.59	\$0.00	

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance	FUND
	\$0.00	\$341,216.36	\$341,216.36	\$4,148,087.59	\$4,148,087.59	\$0.00	

***Check Detail Register©**

AUGUST 2019

Check Amt Invoice Comment

11110 HARRIS GF -CHECKING

Paid Chk# 022762 8/20/2019 **ADVANCED CHILLER SERVICES**

E 99-94-551-3-308	BUILDING SUPPLIES	\$574.96	2336	HVAC Repairs
Total ADVANCED CHILLER SERVICES		\$574.96		

Paid Chk# 022763 8/20/2019 **ASCEND ELEVATOR LLC**

E 99-94-551-2-283	CONTRACTED-BUILDING	\$185.00	2951	Elevator Service (3 of 3)
Total ASCEND ELEVATOR LLC		\$185.00		

Paid Chk# 022764 8/20/2019 **AT&T (REGULAR SERVICE)**

E 99-92-551-3-303	TELEPHONE	\$114.24		Phone Service/AUG
Total AT&T (REGULAR SERVICE)		\$114.24		

Paid Chk# 022765 8/20/2019 **BAKER & TAYLOR**

E 99-93-551-3-373	PRINT	\$1,135.28	2034641014	Print Collection Materials
E 99-93-551-3-373	PRINT	\$281.78	2034641194	Print Collection Materials
G 99-31190	GIFTS & GRANTS RESTRICTED	\$43.15	2034653529	Gift/Heyse
E 99-93-551-3-373	PRINT	\$1,680.51	2034653682	Print Collection Materials
E 99-93-551-3-373	PRINT	\$337.14	2034653703	Print Collection Materials
E 99-93-551-3-371	MEDIA	\$157.70	2034654154	Spoken Word Collection
E 99-93-551-3-373	PRINT	\$863.41	2034668087	Print Collection Materials
G 99-31191	GIFTS & GRANTS UNRESTRICTED	\$97.85	2034670747	Gift/League of Women Voters
E 99-93-551-3-373	PRINT	\$147.30	2034674682	Print Collection Materials
E 99-93-551-3-371	MEDIA	\$193.20	2034675298	Spoken Word Collection
E 99-93-551-3-373	PRINT	\$1,064.08	2034676959	Print Collection Materials
E 99-93-551-3-371	MEDIA	\$224.73	2034680693	Spoken Word Collection
E 99-93-551-3-373	PRINT	\$304.65	2034691293	Print Collection Materials
E 99-93-551-3-373	PRINT	\$1,346.74	2034693241	Print Collection Materials
E 99-93-551-3-371	MEDIA	\$11.88	H36713830	Media Collection
E 99-93-551-3-371	MEDIA	\$100.06	H36714820	Media Collection
E 99-93-551-3-371	MEDIA	\$82.23	H36746800	Media Collection
E 99-93-551-3-371	MEDIA	\$33.66	H36758470	Media Collection
E 99-93-551-3-371	MEDIA	\$28.13	H36777370	Media Collection
E 99-93-551-3-371	MEDIA	\$17.33	H36788290	Media Collection
E 99-93-551-3-371	MEDIA	\$219.43	H36853370	Media Collection
E 99-93-551-3-371	MEDIA	\$40.86	H36864780	Media Collection
E 99-93-551-3-371	MEDIA	\$55.54	H36904260	Media Collection
E 99-93-551-3-371	MEDIA	\$17.33	H36905630	Media Collection
E 99-93-551-3-371	MEDIA	\$47.74	H36955050	Media Collection
E 99-93-551-3-371	MEDIA	\$221.72	H37004560	Media Collection
E 99-93-551-3-371	MEDIA	\$22.34	H37016470	Media Collection
E 99-93-551-3-371	MEDIA	\$24.61	H37018480	Media Collection
E 99-93-551-3-371	MEDIA	\$10.85	H37108240	Media Collection
E 99-93-551-3-371	MEDIA	\$50.19	H37207580	Media Collection
E 99-93-551-3-371	MEDIA	\$255.93	H37207710	Media Collection
E 99-93-551-3-371	MEDIA	\$10.13	H37215980	Media Collection
E 99-93-551-3-371	MEDIA	\$17.33	H37254540	Media Collection
E 99-93-551-3-371	MEDIA	\$14.23	H37275160	Media Collection
E 99-93-551-3-371	MEDIA	\$49.06	H37289700	Media Collection
E 99-93-551-3-371	MEDIA	\$52.63	H37291220	Media Collection
E 99-93-551-3-371	MEDIA	\$189.18	H37320330	Media Collection
E 99-93-551-3-371	MEDIA	\$16.67	H37326920	Media Collection
E 99-93-551-3-371	MEDIA	\$28.13	H37433580	Media Collection
E 99-93-551-3-371	MEDIA	\$141.42	H37435740	Media Collection
E 99-93-551-3-371	MEDIA	\$44.46	H37516190	Media Collection

***Check Detail Register©**

AUGUST 2019

		Check Amt	Invoice	Comment
Total BAKER & TAYLOR		\$9,680.59		
Paid Chk# 022766	8/20/2019	BAKER TILLY VIRCHOW KRAUSE LLP		
E 99-92-551-2-206	AUDIT	\$651.00	BT1455244	2018 FY Audit Progress Billing-Final
E 99-92-551-2-290	CONSULTANTS	\$350.00	BT1455244	GASB Implementation
Total BAKER TILLY VIRCHOW KRAUSE LLP		\$1,001.00		
Paid Chk# 022767	8/20/2019	CARDMEMBER SERVICE (PWSB)		
E 99-93-551-3-370	PROGRAMMING	\$75.00	0014	Marcus North Shore
G 99-31190	GIFTS & GRANTS RESTRICTED	\$50.00	0075	Marcus Sheboygan
E 99-93-551-3-370	PROGRAMMING	\$80.77	1306	Home Depot
E 99-92-551-3-300	OFFICE SUPPLIES	\$3.69	1962	Walgreens
E 99-93-551-3-370	PROGRAMMING	\$42.00	2289	Michaels
E 99-93-551-3-370	PROGRAMMING	\$3.17	349	Dollar Tree
E 99-92-551-2-286	COMPUTERS	\$35.49	668	Amazon Web Services
E 99-92-551-2-286	COMPUTERS	\$31.49	9090	Amazon Web Services
E 99-93-551-3-370	PROGRAMMING	\$56.35	9480	Party City
E 99-92-551-3-303	TELEPHONE	\$26.18	9646	AT&T
Total CARDMEMBER SERVICE (PWSB)		\$404.14		
Paid Chk# 022768	8/20/2019	CENTURY LINK		
E 99-92-551-3-303	TELEPHONE	\$7.43	1473629864	Long Distance/JULY
Total CENTURY LINK		\$7.43		
Paid Chk# 022769	8/20/2019	CIVICPLUS		
E 99-92-551-2-285	WEPCO LEASE	\$2,382.69	190422	Annual Website Hosting
Total CIVICPLUS		\$2,382.69		
Paid Chk# 022770	8/20/2019	EBSCO		
E 99-93-551-3-372	E CONTENT	\$3,786.00	100010847-1	Rosetta Stone Online Access
Total EBSCO		\$3,786.00		
Paid Chk# 022771	8/20/2019	GEARB/AMAZON		
E 99-92-551-2-286	COMPUTERS	\$9.78	434344997867	Technology
E 99-93-551-3-370	PROGRAMMING	\$5.39	434678786885	Programming
E 99-92-551-2-286	COMPUTERS	\$7.99	443748696858	Technology
E 99-93-551-3-370	PROGRAMMING	\$87.88	447587396453	Programming
E 99-92-551-2-286	COMPUTERS	\$21.99	449576855575	Technology
E 99-93-551-3-370	PROGRAMMING	\$13.26	453937878938	Programming
E 99-92-551-2-286	COMPUTERS	\$7.99	455888833373	Technology
E 99-93-551-3-370	PROGRAMMING	\$61.31	459677685639	Programming
E 99-92-551-2-286	COMPUTERS	\$14.77	463964457484	Technology
E 99-93-551-3-370	PROGRAMMING	\$23.22	463973543584	Programming
E 99-93-551-3-370	PROGRAMMING	\$20.94	476535743445	Programming
E 99-93-551-3-371	MEDIA	\$32.08	544939774389	Media Collection
E 99-93-551-3-370	PROGRAMMING	\$116.22	564664533948	Programming
E 99-93-551-3-370	PROGRAMMING	\$12.02	593485445755	Programming
E 99-93-551-3-372	E CONTENT	\$14.77	596366477477	Kindle Title
E 99-93-551-3-370	PROGRAMMING	(\$23.22)	634859478576	Programming
E 99-93-551-3-370	PROGRAMMING	\$26.13	663448668696	Programming
E 99-93-551-3-370	PROGRAMMING	\$105.72	694969736375	Programming
E 99-93-551-3-370	PROGRAMMING	\$89.99	737854935333	Programming
E 99-92-551-2-286	COMPUTERS	\$5.95	759448495459	Technology
E 99-92-551-3-300	OFFICE SUPPLIES	\$17.48	846779648735	Office Supplies
E 99-93-551-3-370	PROGRAMMING	\$25.44	866777783546	Programming
E 99-93-551-3-370	PROGRAMMING	\$58.48	957766734855	Programming
E 99-93-551-3-370	PROGRAMMING	\$73.41	965869635854	Programming

***Check Detail Register©**

AUGUST 2019

			Check Amt	Invoice	Comment
Total GECRB/AMAZON			\$828.99		
Paid Chk# 022772	8/20/2019	GREATAMERICA			
E 99-92-551-3-307		SUPPLIES-COPY MACHINE	\$142.00	25311311	Monthly Color Copy Lease
Total GREATAMERICA			\$142.00		
Paid Chk# 022773	8/20/2019	INFOCOR			
E 99-92-551-2-286		COMPUTERS	\$640.00	0013013-IN	Brightsign Repairs
Total INFOCOR			\$640.00		
Paid Chk# 022774	8/20/2019	JOHN LAMM OF JACKSON, INC			
E 99-94-551-2-283		CONTRACTED-BUILDING	\$618.53	09-15864	Monthly Visit (4 of 6)
Total JOHN LAMM OF JACKSON, INC			\$618.53		
Paid Chk# 022775	8/20/2019	MEQUON WATER UTILITY			
E 99-94-551-3-361		SEWER & WATER	\$415.06	277989	Quarterly Water and Sewer (APR-JUNE 2019)
Total MEQUON WATER UTILITY			\$415.06		
Paid Chk# 022776	8/20/2019	MIDWEST TAPE			
E 99-93-551-3-372		E CONTENT	\$699.47	97733476	Hoopla/JULY 2019
Total MIDWEST TAPE			\$699.47		
Paid Chk# 022777	8/20/2019	NASSCO			
E 99-94-551-3-306		JANITOR SUPPLIES	\$591.94	S2502878.001	Misc. Janitorial Supplies
Total NASSCO			\$591.94		
Paid Chk# 022778	8/20/2019	OFFICE COPYING EQUIPMENT INC			
E 99-92-551-3-307		SUPPLIES-COPY MACHINE	\$11.38	AR90913	Toner Delivery
E 99-92-551-3-307		SUPPLIES-COPY MACHINE	\$249.88	AR91513	Copy Charges/JULY 2019
Total OFFICE COPYING EQUIPMENT INC			\$261.26		
Paid Chk# 022779	8/20/2019	PIGGLY WIGGLY			
E 99-93-551-3-370		PROGRAMMING	\$46.88	1008251211	Event Supplies
E 99-93-551-3-370		PROGRAMMING	\$6.37	1026531300	Event Supplies
E 99-93-551-3-370		PROGRAMMING	\$14.16	1063821345	Event Supplies
E 99-93-551-3-370		PROGRAMMING	\$7.37	1088401327	Event Supplies
E 99-93-551-3-370		PROGRAMMING	\$21.31	24065631227	Event Supplies
Total PIGGLY WIGGLY			\$96.09		
Paid Chk# 022780	8/20/2019	QUALITY DOOR & HARDWARE			
E 99-94-551-3-308		BUILDING SUPPLIES	\$6,391.86	702553	Study Room & Conference Doors
Total QUALITY DOOR & HARDWARE			\$6,391.86		
Paid Chk# 022781	8/20/2019	QUILL.COM			
E 99-92-551-3-300		OFFICE SUPPLIES	\$222.56	5573509	Misc Office Supplies
E 99-92-551-3-300		OFFICE SUPPLIES	\$267.29	9020494	Misc Office Supplies
E 99-92-551-3-300		OFFICE SUPPLIES	(\$28.47)	9020494	Misc Office Supplies
Total QUILL.COM			\$461.38		
Paid Chk# 022782	8/20/2019	SECURIAN FINANCIAL GROUP, INC			
E 99-91-551-1-199		FRINGE BENEFITS	\$75.94	092019	Life Ins/SEPT/Employer Portion
G 99-21285		LIFE INSURANCE	\$14.66	092019	Life Ins/SEPT/Employee Portion
Total SECURIAN FINANCIAL GROUP, INC			\$90.60		
Paid Chk# 022783	8/20/2019	TIME WARNER CABLE			
E 99-92-551-2-285		WEPCO LEASE	\$1,025.00	073997501080	Internet Acces-PREPAY
Total TIME WARNER CABLE			\$1,025.00		

***Check Detail Register©**

AUGUST 2019

		Check Amt	Invoice	Comment
Paid Chk# 022784 8/20/2019 UNIQUE MANAGEMENT SYSTEMS				
E 99-92-551-3-358	DEBT COLLECTION	\$17.90	556483	Placements/JULY 2019
Total UNIQUE MANAGEMENT SYSTEMS		\$17.90		
Paid Chk# 022785 8/20/2019 WE ENERGIES				
E 99-94-551-3-360	UTILITIES	\$3,751.94	08242019	Electric & Gas/AUG
Total WE ENERGIES		\$3,751.94		
Paid Chk# 022786 8/20/2019 WISCONSIN LIBRARY ASSOCIATION				
E 99-91-551-1-115	TRAVEL/TRAINING/SEMINARS	\$185.00	WLA19AK	WLA Conference/Kloppmann
E 99-91-551-1-115	TRAVEL/TRAINING/SEMINARS	\$190.00	WLA19AP	WLA Conference/Pike
E 99-91-551-1-115	TRAVEL/TRAINING/SEMINARS	\$185.00	WLA19CG	WLA Conference/Gilman
E 99-91-551-1-115	TRAVEL/TRAINING/SEMINARS	\$199.00	WLA19CJ	WLA Conference/Jacobson
Total WISCONSIN LIBRARY ASSOCIATION		\$759.00		
Paid Chk# 022787 8/20/2019 WORLD TRADE PRESS				
E 99-93-551-3-372	E CONTENT	\$350.20	INV670922	AtoZ World Travel Database
Total WORLD TRADE PRESS		\$350.20		
Paid Chk# 9190801 8/2/2019 PAYCHEX MAJOR MARKET SERVICES				
E 99-92-551-2-289	PAYROLL PROCESSING	\$112.70	2019073001	Processing 8-2-19 Payroll
otal PAYCHEX MAJOR MARKET SERVICES		\$112.70		
Paid Chk# 9190802 8/2/2019 PAYCHEX				
G 99-21220	FEDERAL WITHHOLDING TAX	\$1,470.43		Wages Pd 8-2-19/FED WITH
G 99-21210	WISCONSIN WITHHOLDING	\$829.84		Wages Pd 8-2-19/WI WITH
G 99-21230	SOCIAL SECURITY TAX	\$1,535.91		Wages Pd 8-2-19/SS & MED
E 99-91-551-1-199	FRINGE BENEFITS	\$1,535.92		Wages Pd 8-2-19/EMPLOYER SS
G 99-11160	SPECIAL CLEARING ACCOUNT	\$14,957.72		Wages Pd 8-2-19/DIRECT DEP
Total PAYCHEX		\$20,329.82		
Paid Chk# 9190803 8/2/2019 LIBRARY PAYROLL				
E 99-91-551-1-100	SALARIES & WAGES	\$21,428.80		Wages Pd 8-2-19/SAL & WAGES
E 99-93-551-3-370	PROGRAMMING	\$3.47		Wages Pd 8-2-19/PROG SUPPLIES
G 99-21265	WI RETIREMENT	(\$1,286.92)		Wages Pd 8-2-19/WRS EMPLOYEE CONTR
G 99-21220	FEDERAL WITHHOLDING TAX	(\$1,470.43)		Wages Pd 8-2-19/FED WITH
G 99-21210	WISCONSIN WITHHOLDING	(\$829.84)		Wages Pd 8-2-19/STATE WITH
G 99-21230	SOCIAL SECURITY TAX	(\$1,535.91)		Wages Pd 8-2-19/SS & MED
G 99-21245	FLEX BENEFIT	(\$336.14)		Wages Pd 8-2-19/FLEX
G 99-21280	HEALTH INSURANCE DEDUCTIONS	(\$1,000.65)		Wages Pd 8-2-19/HEALTH/EMPLOYEE
G 99-21285	LIFE INSURANCE	(\$14.66)		Wages Pd 8-2-19/LIFE/EMPLOYEE DED
G 99-11160	SPECIAL CLEARING ACCOUNT	(\$14,957.72)		Wages Pd 8-2-19/DIRECT DEP
Total LIBRARY PAYROLL		\$0.00		
Paid Chk# 9190804 8/16/2019 PAYCHEX MAJOR MARKET SERVICES				
E 99-92-551-2-289	PAYROLL PROCESSING	\$112.70		Processing 8-16-19 Payroll
otal PAYCHEX MAJOR MARKET SERVICES		\$112.70		
Paid Chk# 9190805 8/16/2019 PAYCHEX				
G 99-21220	FEDERAL WITHHOLDING TAX	\$1,460.64		FED WITH/Wages Paid 8-16-19
G 99-21210	WISCONSIN WITHHOLDING	\$828.86		WI WITH/Wages Paid 8-16-19
G 99-21230	SOCIAL SECURITY TAX	\$1,540.93		SS & MEDI/Wages Paid 8-16-19
E 99-91-551-1-199	FRINGE BENEFITS	\$1,540.91		FRINGE-EMPLOYER SS/Wages Paid 8-16-19
G 99-11160	SPECIAL CLEARING ACCOUNT	\$15,013.63		DIRECT DEP/Wages Paid 8-16-19
Total PAYCHEX		\$20,384.97		
Paid Chk# 9190806 8/16/2019 LIBRARY PAYROLL				

***Check Detail Register©**

AUGUST 2019

	Check Amt	Invoice	Comment
E 99-91-551-1-100 SALARIES & WAGES	\$21,479.52		Salaries & Wages/Wages Paid 8-16-19
G 99-21265 WI RETIREMENT	(\$1,298.67)		Benefits/WRS/Wages Paid 8-16-19
G 99-21220 FEDERAL WITHHOLDING TAX	(\$1,460.64)		FED WITH/Wages Paid 8-16-19
G 99-21210 WISCONSIN WITHHOLDING	(\$828.86)		WI WITH/Wages Paid 8-16-19
G 99-21230 SOCIAL SECURITY TAX	(\$1,540.93)		SS & MED/Wages Paid 8-16-19
G 99-21245 FLEX BENEFIT	(\$336.14)		FLEX BEN/Wages Paid 8-16-19
G 99-21280 HEALTH INSURANCE DEDUCTIONS	(\$1,000.65)		HEALTH/Wages Paid 8-16-19
G 99-11160 SPECIAL CLEARING ACCOUNT	(\$15,013.63)		DIRECT DEP/Wages Paid 8-16-19
Total LIBRARY PAYROLL	\$0.00		

Paid Chk# 9190807 8/16/2019 **PAYCHEX HUMAN RESOURCES SERVIC**

E 99-92-551-2-289 PAYROLL PROCESSING	\$99.00	20315146	Time and Labor Online Monthly
al PAYCHEX HUMAN RESOURCES SERVIC	\$99.00		

Paid Chk# 9190808 8/26/2019 **DEPT. OF EMPLOYEE TRUST FUNDS**

E 99-91-551-1-199 FRINGE BENEFITS	\$8,059.08	364200020190	Health Insurance/SEPT/Employer Port
G 99-21280 HEALTH INSURANCE DEDUCTIONS	\$2,001.30	364200020190	Health Insurance/SEPT/Employee Port
Total DEPT. OF EMPLOYEE TRUST FUNDS	\$10,060.38		

Paid Chk# 9190809 8/30/2019 **WISCONSIN RETIREMENT SYSTEM**

E 99-91-551-1-199 FRINGE BENEFITS	\$2,581.52	216043	WRS Contribution/JULY/Employer
G 99-21265 WI RETIREMENT	\$2,581.52	216043	WRS Contribution/JULY/Employee
Total WISCONSIN RETIREMENT SYSTEM	\$5,163.04		

Paid Chk# 9190810 8/30/2019 **PAYCHEX MAJOR MARKET SERVICES**

E 99-92-551-2-289 PAYROLL PROCESSING	\$112.70	2019082701	Processing 8-3-2019 Payroll
otal PAYCHEX MAJOR MARKET SERVICES	\$112.70		

Paid Chk# 9190811 8/30/2019 **PAYCHEX**

G 99-21220 FEDERAL WITHHOLDING TAX	\$1,639.25		FED WITH/Wages Paid 8-30-2019
G 99-21210 WISCONSIN WITHHOLDING	\$917.15		WI WITH/Wages Paid 8-30-2019
G 99-21230 SOCIAL SECURITY TAX	\$1,629.99		SS & MED/Wages Paid 8-30-2019
E 99-91-551-1-199 FRINGE BENEFITS	\$1,630.02		EMPLOYER SS/Wages Paid 8-30-2019
G 99-11160 SPECIAL CLEARING ACCOUNT	\$15,832.88		DIRECT DEP/Wages Paid 8-30-2019
Total PAYCHEX	\$21,649.29		

Paid Chk# 9190812 8/30/2019 **LIBRARY PAYROLL**

E 99-91-551-1-100 SALARIES & WAGES	\$21,643.50		SAL & WAGES/Wages Paid 8-30-2019
G 99-21265 WI RETIREMENT	(\$1,288.09)		WRS/EMPLOYEE/Wages Paid 8-30-2019
G 99-21220 FEDERAL WITHHOLDING TAX	(\$1,639.25)		FED WITH/Wages Paid 8-30-2019
G 99-21210 WISCONSIN WITHHOLDING	(\$917.15)		WI WITH/Wages Paid 8-30-2019
G 99-21230 SOCIAL SECURITY TAX	(\$1,629.99)		SS & MED/Wages Paid 8-30-2019
G 99-21245 FLEX BENEFIT	(\$336.14)		FLEX BEN/Wages Paid 8-30-2019
G 99-11160 SPECIAL CLEARING ACCOUNT	(\$15,832.88)		DIRECT DEP/Wages Paid 8-30-2019
Total LIBRARY PAYROLL	\$0.00		

11110 HARRIS GF -CHECKING \$113,301.87

Fund Summary

11110 HARRIS GF -CHECKING

99 F. L. WEYENBERG LIBRARY FUND	\$113,301.87
	\$113,301.87