

**Library Board of Trustees:
Finance Committee Meeting
Meeting Agenda
May 19, 2026 at 6:45 p.m.
700 1st Street, Hudson WI**

Topic: LBOT and Finance Committee
Time: May 19, 2026 06:45 PM Central Time
Join Zoom Meeting

<https://us02web.zoom.us/j/82784729276?pwd=doEYRNXHxfi5tbUUE6eLkZi9DxyJ6H.1>

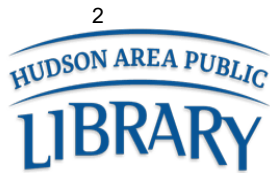
Meeting ID: 827 8472 9276
Passcode: 750369

1. Call to order, roll call, certification of compliance with open meeting laws and public records laws, introduction of visitors and staff
2. **ACTION ITEM:** Approve Agenda
3. **ACTION ITEM:** Approve minutes of the prior meeting(s)
4. **ACTION ITEM:** Recommendation to accept financial reports and approve bill payment
 - a. Discussion and possible action on invoices that are not recurring expenditures or are not within the approved 2026 Budget, if any
 - b. Discussion and possible action on expenditure report
 - c. Discussion and possible action on recommendation to pay monthly bills, as presented on the Library Claims Form
5. **Adjourn**

NEXT MEETING DATE: June 16, 2026

Finance Committee Members: Gerry Klecker, Bryan Wells, Chad Wiertzema.

NOTES: Some agenda items may be taken up earlier in the meeting, or in a different order than listed. Notice is hereby given that a majority of the Hudson Area Joint Library Board of Trustees may be present at the foregoing meeting. This may constitute a meeting of the Library Board of Trustees pursuant to State ex. Rel. Badke v. Greendale Village Board, 174 Wisc. 2d 553, 494 N.W. 2d 408 (1993), although the Board of Trustees will not take any formal action at this meeting. Upon reasonable notice, an interpreter or other auxiliary aids will be provided at the meeting to accommodate the needs of the public. Please contact the Library Director at 715-386-3101 for accommodation.



**Library Board of Trustees:
Finance Committee
Meeting Minutes
April 21, 2026 at 6:45 p.m.**

1. Call to order by Klecker at 6:48 p.m. Roll call, certification of compliance with open meeting laws and public records laws, introduction of visitors and staff
Board members present: Gerry Klecker, Chad Wiertzema (Zoom), Wells joined at 6:55 (Zoom)
Board members absent: none
Staff: Shelley Tougas, Michelle Saifullah
Guests: Paul Berning

2. **ACTION ITEM: Approve agenda**
Motion by Wiertzema to approve agenda
Second by Klecker
Discussion: None
MOTION CARRIED –2 Ayes/0 Nays

3. **ACTION ITEM: Approve minutes of prior meeting (s)**
Motion by Klecker to approve minutes
Second by Wiertzema
Discussion: None
MOTION CARRIED –2 Ayes/0 Nays

4. **ACTION ITEM: Recommendation to accept financial reports and recommend bill payment**
Motion by Wiertzema to approve items under number 4
Second by Klecker
Discussion: Tougas pointed out PT expenses have been higher than budgeted
MOTION CARRIED – 2 Ayes/0 Nays

5. **DISCUSSION ITEM: Revenue Report**
Discussion: Tougas reported revenue is on track

6. **ADJOURN:**
Motion by Wells to adjourn at 6:57 p.m.
Second by Wiertzema
MOTION CARRIED – 3 Ayes/0 Nays

Respectfully submitted,

Shelley Tougas

Monthly Expenditure Statement						
April 30, 2026						
Hudson Area Public Library						
Acct Code	Object Description	Budget w/ grants	April	YTD	Balance	%YTD
240-55111	Library					
Personnel						
121	Full-Time	\$ 532,760	\$ 38,634	\$ 173,851	\$ 358,909	33%
125	Part-Time	\$ 395,931	\$ 32,605	\$ 145,345	\$ 250,587	37%
151	FICA	\$ 72,516	\$ 5,306	\$ 23,852	\$ 48,664	33%
152	WRS	\$ 56,615	\$ 4,521	\$ 20,214	\$ 36,401	36%
154	Health Insurance	\$ 159,300	\$ 11,584	\$ 60,211	\$ 99,089	38%
Personnel Total:		\$ 1,217,123	\$ 92,648	\$ 423,473	\$ 793,650	35%
Contractual Services						
212	Legal Services	\$ -	\$ -	\$ -	\$ -	
213	Professional Services	\$ 15,000	\$ 1,250	\$ 5,000	\$ 10,000	33%
216	IFLS Ops	\$ 58,700	\$ -	\$ 58,666	\$ 34	100%
217	IFLS Courier	\$ 2,750	\$ -	\$ 2,750	\$ -	100%
225	Telephone	\$ 3,000	\$ -	\$ -	\$ 3,000	0%
249	Contract Maint.	\$ 500	\$ -	\$ -	\$ 500	
294	Programming: Adults	\$ 5,850	\$ 215	\$ 1,728	\$ 4,122	30%
295	Programming: Children	\$ 25,000	\$ 2,645	\$ 6,572	\$ 18,428	26%
298	Maint. Agmts / Leases	\$ 10,500	\$ 275	\$ 1,570	\$ 8,930	15%
299	Other Contract Services	\$ 102,000	\$ -	\$ 519	\$ 101,481	1%
Contractual Services Total:		\$ 223,300	\$ 4,384	\$ 76,805	\$ 146,495	34%
Supplies & Expenses						
311	Postage	\$ 950	\$ 18.19	\$ 46.53	\$ 903	5%
312	Office Supplies	\$ 10,000	\$ 525.46	\$ 2,978.70	\$ 7,021	30%
324	Memberships	\$ 1,100	\$ 115.00	\$ 279.00	\$ 821	25%
326	Advertising	\$ 600	\$ -	\$ 83.91	\$ 516	14%
338	Staff Development	\$ 2,000	\$ 288.56	\$ 1,968.07	\$ 32	98%
339	Travel / Conferences	\$ 2,000	\$ 290.16	\$ 2,683.51	\$ (684)	134%
396	Technology	\$ 10,100	\$ 561.74	\$ 2,525.18	\$ 7,575	25%
399	Activity Supplies	\$ 3,500	\$ 46.56	\$ 438.84	\$ 3,061	13%
Supplies & Expenses Total:		\$ 30,250	\$ 1,846	\$ 11,004	\$ 19,246	36%
Collection						
395	Books	\$ 70,000	\$ 1,232	\$ 23,735	\$ 46,265	34%
397	Audio-Visual	\$ 8,000	\$ -	\$ 1,630	\$ 6,370	20%
398	Periodicals	\$ 5,100	\$ 742	\$ 4,021	\$ 1,079	79%
	Digital Resources	\$ 1,159	\$ -	\$ -	\$ 1,159	0%
Collection Total:		\$ 84,259	\$ 1,974	\$ 29,385	\$ 54,874	35%
Fixed Charges						
510	Workers Comp	\$ 1,550	\$ -	\$ -	\$ 1,550	0%
511	Public Liability	\$ 1,300	\$ -	\$ -	\$ 1,300	0%
513	Public Officials	\$ 1,500	\$ -	\$ -	\$ 1,500	0%
517	Property Insurance	\$ 4,000	\$ -	\$ 3,759	\$ 241	94%
519	Unemployment	\$ -	\$ -	\$ -	\$ -	
532	Occupancy Agreement	\$ 90,000	\$ 7,500	\$ 30,000	\$ 60,000	33%
Fixed Charges Total:		\$ 98,350	\$ 7,500	\$ 33,759	\$ 64,591	34%
812	Furniture and Furnishings	\$ -	\$ -	\$ -	\$ -	
829	Other Repair and Improvements	\$ -	\$ -	\$ -	\$ -	
Capital Expenses Total:				\$ -		Remaining
Total Expenditures		\$ 1,653,282	\$ 108,352	\$ 574,426	\$ 1,078,856	65%
					%of Year Complete	33%